

Facilities Master Plan

THE HAMILTON PUBLIC LIBRARY

FEBRUARY, 2011

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Introduction

The Hamilton Public Library Board serves the 520,000 residents of the City of Hamilton. While most Hamiltonians live in a densely populated urban area, many live in rural communities or suburban neighbourhoods. The City of Hamilton is spread over a large geographic area, covering more than 1,200 square kilometres. The library system provides services through a Central Library, 23 branch libraries, two bookmobiles and Visiting Library Services.

The Hamilton Public Library system has fewer branches than it did when formed through amalgamation in 2001. Two aging library branches in the former City of Stoney Creek were closed when a new branch opened in the former City of Stoney Creek Town Hall. The Sheffield Branch closed when its property was sold by the Hamilton District School Board. The Picton Branch was closed by Board motion in 2009.

The Hamilton Public Library Board adopted its first Facilities Master Plan in January, 2007. Since that time, a number of issues that the Hamilton Public Board have been addressed. There is still a great deal of work that needs to be done.

Results from 2007 Facilities Master Plan

1. The **Turner Park** Branch opened on the South Mountain in May, 2009 and has quickly become one of our busiest branches. The branch design utilizes many of the Board's assumptions and has proven them accurate. For example, it is now clear that:
 - Strong street presence on a major thoroughfare is critical to the success of a library branch;
 - People react positively to attractive space that feels warm and inviting;
 - RFID technology is user friendly, efficient and allows a branch to provide better services at an acceptable price;
 - Multi-use facilities with partners whose customers also value library services enhance library use;
 - The use of in-house marketing technologies is a powerful tool to help people become aware of services and material;
2. The **Central Library** experienced an extensive renovation to the first floor, re-opening in December, 2010. This was the first significant renovation to the Central Library since it opened in 1980. The renovation creates a stronger relationship between the library and a re-invigorated farmers market. The renovations also improve the Central Library's ability to act as a distribution centre for material sent between branches, at the request of customers. While the renovations to Central are intended to provide many of the same strong, community components seen at Turner Park, the look and feel of the renovations are considerably different. Each is appropriate for its surrounding

environment and core purpose. The newly-renovated Central Library is proving popular with customers.

3. The **Picton** Branch closed in June, 2009 after extensive community consultation and review.
4. The **Sherwood** Branch's lease was extended. The landlord provided funds for a significant renovation which is now complete.
5. Significant renovations have taken place at the **Westdale, Dundas** and **Saltfleet** branches.
6. The second floor of the **Saltfleet** Branch was closed, saving operating dollars with no measurable decrease in service satisfaction. Talks are being held with the Hamilton-Wentworth Catholic District School Board about their possible lease of the second floor space.
7. Property was acquired in **Lynden** for a new branch. Funding is in place and the branch should open in 2011. Existing branches in Lynden and **Rockton** will then close. The Lynden project demonstrates that the smallest library that can be built and still meet all accessibility requirements as well as library needs must be approximately 4,000 square feet. A Capital budget of at least \$1,500,000 (2010 funding level) is required, excluding property.
8. Property has been acquired and a budget has been approved for a new branch in **Waterdown**. This will be a multi-use facility and it is hoped that the new branch can open in the fall, 2012 or early in 2013. After its opening, the current Waterdown Branch will be closed as will be the **Millgrove** Branch.
9. Budget has been approved for renovations to the **Barton, Red Hill** and **Terryberry** libraries. Renovations to these branches will occur in 2011. The Terryberry renovation marks a significant change while the Barton and Red Hill renovations will primarily address RFID issues.
10. City facilities has set aside funds to address exterior building issues at **Kenilworth**.
11. The Hamilton Public Library Board has approved the use of almost \$1,000,000 in reserve funding to improve the lighting in many library branches, recouping the money through energy savings.
12. The Library Board has created a operating budget line to help fund the regular renewal of library buildings. The fund is not sufficient to handle all needs, but it does help address major failings. This budget line has been increased for 2011.

Roadblocks/Issues

Hamilton Public Library branches are loved and well supported by their surrounding neighbourhoods. The Hamilton Public Library Board does, however, face some significant problems. For each roadblock or issue there are potential solutions. Some solutions, however, require people to view library services differently. Issues include:

- Insufficient funds have been set aside to correct the library's accessibility issues.
- Some existing buildings cannot be renovated at a reasonable cost to provide adequate library services or to meet accessibility requirements.
- The high environmental cost of maintaining small buildings that are open few hours is a growing dilemma.
- Some library branches do not meet the Library Board's vision for libraries as places that are comfortable and inviting and that contain meeting spaces as well as computers and collections of appropriate material.
- Traditional research use of libraries continues to decline while their importance as public space is increasing. For example, libraries are now popular locations for Conversation Circles, Homework Help Clubs, Job Discovery Centres, and group study. They are places where information is increasingly exchanged amongst customers themselves or through customers interacting with computers.
- Traditional uses of public access computers assume that people can use these computers with few distractions. Uses such as on-line gaming and Skype create a distracting environment. Both uses are valid but do not always peacefully co-exist. As well, people with informational or job hunting needs tend to believe their needs are more important than the recreational needs of a person who might be using a library computer. This leads to tension.
- Libraries should be leaders in the use of green technologies but budgets do not always permit the construction or retrofitting of library facilities that adhere to green concepts.
- Predictions suggest that ebook downloads may account for up to 30% of all new book sales within five years. This will have a significant effect on library buildings and staffing. Although download services have been available for less than two years, they- already outperforms a number of library branches, in terms of "circulations." The growing prevalence of tablet computers and multi-functional phones will increase the demand for downloaded service and mobile applications.

Hamilton Public Library Board Strategic Priorities

Strengthening the Community

The Hamilton Public Library will be a source of civic pride. We will offer welcoming public spaces where ideas are freely explored, events take place and people of diverse backgrounds feel equally at home. The library will make a positive social and economic impact. The library will preserve Hamilton's historic past and help community members to shape our future.

Strengthening Individuals

The Hamilton Public Library will serve people in ways that are relevant to their unique circumstances. The library will make it easy for users to find what they are looking for and to delight in the discovery of things that are new. We will unite people, information and ideas using technology and personal service. The library will search for exciting ways for community members to become engaged in the development of library services.

Strengthening our Organization

The Hamilton Public Library will be a global leader, helping to ensure that public libraries remain relevant institutions. With a strong culture of leadership, the Hamilton Public Library will be both dynamic and resourceful. The library will embrace change to ensure that we are both relevant and effective. Staff will be encouraged to think, to contribute and to grow as knowledge workers.

Hamilton Public Library Board Statement on Sustainability (Approved in September, 2010)

It is the responsibility of the Hamilton Public Library Board to ensure that the funding it receives provides the best possible library service to Hamilton residents. It is the responsibility of the library to ensure that all residents have access to the information and the resources required to enhance their lives. Libraries thrive when five core elements are present. These elements are:

1. Collections that are relevant and that are available when people need them;
2. Facilities that are busy, attractive, accessible and open sufficient hours to justify their costs;
3. Technological infrastructure that is robust and capable of adapting to changing customer demands and expectations;
4. Staff that are knowledgeable, trained and who perform work that provides relevant value to those they serve;
5. Services and programs that remain relevant to those they serve and that are modified, added or eliminated to reflect changing customer needs;

When too much or too little of the available funding is disproportionately spent on any single element or elements, a library system cannot operate effectively or provide relevant on-going service to the municipality it serves.

The Hamilton Public Library Board is committed to seek a delicate balance between these elements when it sets budgets and when it reviews the operations of the library system.

Principles adopted by the Library Board

1. Each library branch must be designed in such a way that people passing in a car, in a bus, or on foot feel invited to enter and use the facility. Branches should be located on main thoroughfares with good street presence.
2. Each branch must appear inviting, and attractive with a clearly visible entrance.
3. Each branch library should be a single story building whenever possible.
4. Construction materials should be durable and easily maintained. Designs should allow for people who pass by to experience a sense of community pride.
5. Branch construction should be as energy efficient as possible and as environmentally sensitive as budgets will allow.
6. Each branch library must provide flexible space, allowing for easy adaptation.
7. Each branch library must meet all provincial and federal accessibility standards.
8. Library branches should be community meeting places.
9. New branches should be located, whenever practical, in a multi-use facilities shared with partners who possess visions compatible with that of the library system.
10. The library system must accommodate new service models and the changing demands of customers. This will entail a shift toward more electronic service delivery.
11. The sustainability of the entire system is dependent on balancing the resources that are spent on services, collections, staff, and facilities.
12. Changes in the ways that library services are delivered will mean that staff space must be ergonomic, flexible and efficient.
13. Library Branches should be spaced throughout the city so that no resident (or as few as possible) need to travel more than fifteen minutes to reach a library location. Travel time is defined as transit use where transit is available and car use where no transit is available. Priority will be given to sustaining or creating branches that help to meet this need.
14. New branches should be located in population clusters serving at least 15,000 people. Rural branches, which may be needed to meet travel expectations, may be an exception.
15. Branches serving growth areas should be at least 12,000 square feet in size.
16. Furnishings, equipment and technology must anticipate the future needs of customers and must take advantage of technologies that maximize self-service, improve security and minimize materials handling.

Best Practices and Trends

Cities have discovered that attractive downtown libraries are powerful magnets for people but that customers want space for group and individual study as much as for browsing material.

There is general recognition that library facilities can no longer convey a bland institutional look and remain effective. People react to space. The quality of the space that is provided affects the way people use their libraries.

People want to use cell phones, eat, drink, and stay connected while inside library branches. At the same time, others demand space that allows them to escape. Libraries need to cater to both expectations.

There is a reasonable expectation that facilities will be cleaned, maintained, and upgraded on a regular basis.

There is a trend toward larger library branches that can house a wide variety of formats as well as sufficient numbers of public computers and WiFi use areas.

Many library systems are beginning to investigate the possibility of replacing small libraries with increasingly sophisticated vending machines and WiFi access located in a facility other than a library. Some libraries are also moving toward mail delivery in rural locations. Vending machines and mail service reduce infrastructure costs and allow more funds to be devoted to collections. They are a green alternative, allowing more service points that are open longer hours.

The trend toward large libraries and the trend away from large libraries have a common element. Both trends are moving library systems away from small-to-medium sized branches that can only be opened for limited hours each week and that require substantial infrastructure (e.g. accessible space and washrooms).

Library branches now house an increasing array of services that are delivered by third party agencies or under contract to third party agencies. The Hamilton Public Library provides career and job counselling in five library branches under a contract with the federal government. Hamilton delivers literacy training to new Canadians and is participating in a pilot project aimed at determining the role of public libraries in the delivery of government services. Almost all large public library systems offer some form of literacy training and assistance, often under grant funding.

There is a trend to house library branches in multi-use facilities. Recreation facilities are probably the most prevalent partnership, although there are a number of potential partners with compatible missions and values.

There are expectations that staff space will be ergonomic and comfortable. In general, legislation pertaining to Health and Safety issues continues to evolve and to require the attention of employers.

Listening to those we serve

Face-to-face meetings are an important part in any consultation process but large public meetings permit only a few voices to be heard and a skewed view of public opinion to emerge. When public advice and options are being considered on emotional issues, other means of consultation must also be used.

The Library Board has found enormous value in holding Open House style sessions over several time periods, allowing people to sit down and discuss issues with individual Board and staff members. The Library Board finds that it hears more voices and that it is able to engage in dialogue, allowing for a more complete conversation. As well, the results of such discussions can be summarised and shared with the community.

The Library's collection management system and other reporting mechanisms provide information about patterns of use. The activity by postal code report, for example, shows where people in particular neighbourhoods are likely to turn for library services. The provision of this information is seen as another means of consultation.

Focus groups, public meetings, surveys, mailings, comment forms, discussions with councillors, and on-line forums and feedback mechanisms are all appropriate ways to create dialogue.

Community consultation needs processes that crack through an emotional veneer to reach an understanding of how people use or could use library services and how the appropriate services can be provided efficiently and effectively.

The Library Board understands that people want assurance that they are receiving excellent value for the money their tax dollars provide.

EVALUATION OF BRANCHES/APPROVED ACTIONS

The Library Board’s Facilities Master Plan is expected to be a living document. Changes to the Approved Actions can take place at any Library Board meeting and the changes will be reflected in the Facilities Master Plan.

The entire Facilities Master Plan, including the principles and trends upon which it is based, will be reviewed by the Library Board no later than 2014.

While this Facilities Master Plan identifies proposed “actions” that staff are to take, it does not set out either a timeframe or a source of funding for all of these actions.

The Central Library



The Central Branch of the Hamilton Public Library opened in 1980. It is a six story building that has strong physical characteristics. It has numerous large windows. The ceilings are high.

The First floor was expanded and renovated in 2010. There are approved projects in place to replace two of the four elevators in 2011 and to improve the lighting on the 2 – 5th floors, making it more energy efficient.

The 2 -5th floors need the same renovation/transformation that now characterizes the first floor. This must be accompanied, as was the first floor, with a re-engineering of service delivery.

Accessibility Issues: First Floor renovations have addressed accessibility issues pertaining to entering and exiting the building as well as use of the first floor. There are accessibility issues that must be addressed on the other floors of the building.

Approved Action: Continue with Renovations on 2 -5 floors, subject to Board budget approval, as funds become available. This is a high priority and can lead to operational efficiencies.

Buildings that can, with maintenance, renovation or expansion continue to provide appropriate service for their communities

Ancaster

The Ancaster Branch is located in a 1960s building that was renovated and expanded in 2006. The renovations added a library programming room. With the expansion, the newly renovated Ancaster Branch barely meets standards for a branch serving a community the size of Ancaster. It is, however, located in a beautiful spot near the centre of the Town.



Accessibility Issues: The Ancaster Branch meets all accessibility standards applicable in 2006. It is assumed that any modifications will be minor in scope.

Approved Action: Monitor use of the facility and growth in the community.

Barton

The Barton Branch was constructed in 1963 and renovated in 1999. It is an attractive building, both inside and outside. It contains a public meeting room and is capable of providing appropriate services to the surrounding neighbourhood. There is some desire to make the parking area more secure.

Barton will undergo renovations early in 2011 in order to remove the Circulation desk and install self-check technology.



Accessibility Issues: It meets all accessibility standards that were in place when it was renovated. It is assumed that any modifications will be minor in scope.

Approved Action: Renovate early in 2011

Binbrook

The Binbrook Branch was built in 1982. While it is pleasant, the tone and mood do not meet the Library Board's intention to provide quality space in which the community takes pride. Significant growth is planned for the surrounding area and the building will be too small for the size of the community. On the surface the branch is attractive, but the stream of maintenance issues (leaking roof, siding, flooding, and window with broken seals) is ongoing. The furnishings are dated, the circulation desk worn out. The roof was re-shingled in 2010.



Accessibility Issues: The Binbrook Branch has accessibility issues that need to be addressed.

Approved Action: Monitor use of the facility and growth in the community. Significant funding needs to be attached to this project.

Bookmobiles

The Hamilton Public Library operates two bookmobiles. The bookmobiles provide outreach services to senior citizens, to thinly populated areas, and to neighbourhoods where the Library Board determines that library outreach presence is a necessity. Bookmobiles are a popular service with those who use them and can be employed to fill service gaps.

The replacement cost for new bookmobiles is carried in a library reserve account. Both bookmobiles have been replaced within the past two years and both are as accessible as possible.



Approved Action: Review the locations served by the library's bookmobile service, with the possibility of rural bookmobile service as a consideration.

Concession

The Concession Branch opened in 1994. It contains a public meeting room and is capable of providing appropriate services to the surrounding neighbourhoods. It meets all accessibility standards that were in place when it was renovated and meets all current provincial accessibility standards. There is a lack of public parking close to the branch but there are no known issues that require the infusion of Capital dollars within the lifetime of this plan.

In 2009 significant improvements were made, including the removal of the circulation desk and the introduction of RFID.



Accessibility Issues: It meets all accessibility standards that were in place when it was renovated. It is assumed that any modifications will be minor in scope.

Approved Action: Monitor and Maintain

Dundas

The Dundas Branch was constructed in 1970 with an addition added in 1979. It has two floors totalling 13,712 square feet. There is a split level entrance facing the street and there is a side entrance that is wheelchair accessible. The building does include an elevator. Both entrances are well used.

The Dundas Branch still presents as a 1970's library building. The community is growing. The Dundas Branch should be increased in size and structural/services issues should be addressed. It will be difficult to expand to the land beside the library because of drainage issues and building regulations. The Library should secure additional land behind the library in order to build a larger one-floor facility in the future.



Accessibility Issues: The Branch is awkward but can meet accessibility standards

Approved Action: Begin to plan for a significant renovation and expansion but not as one of the system's most urgent needs.

Freelton

The Freelton Branch is located in the Village of Freelton. It was constructed in 1995. The branch does not tend to attract people living east of Highway 6, even when they live fairly close to Freelton. The Freelton Branch is an attractive building located in an area with a very small population and limited growth potential.



Accessibility Issues: It meets all accessibility standards that were in place when it was constructed. It is assumed that any modifications will be minor in scope.

Approved Action: Monitor and maintain.

Greenville

The Greenville Branch is located in leased space on Highway 8 in Greenville. The building was constructed in 1989. While the space is pleasant, it does have liabilities. It faces away from the street and provides poor street visibility. It is located in a small neighbourhood strip mall. Virtually all customers are required to drive. The Library Board held a community meeting in Greenville in November, 2005 and learned that the community members at that meeting did not want to see longer hours in the Dundas Branch in lieu of their own branch, with its limited service hours.



Accessibility Issues: It meets all accessibility standards that were in place when it was renovated. It is assumed that any modifications will be minor in scope.

Approved Action: Greenville provides little service for the money that is spent and should be a strong consideration for closure if budget issues arise. Staff should monitor growth.

Kenilworth

The Kenilworth Branch is a beautiful building modeled after the original Toronto Public Library Boys and Girls House. It was constructed in 1932 and renovated in 1987. The exterior is aging but is scheduled for a lift in 2012. This two story library buildings is not staff efficient but there is no room for expansion on the current site, and no suggestion that the branch be moved. There is not adequate parking. The building does not meet the Library Board's desire for community meeting space. Still, the Kenilworth Branch is a sterling example of a quality library facility from another era. The building is atmospheric and, in its own way, delivers on the Library Board's desire to provide space in which the community can take pride.



Accessibility Issues: While it will be challenging to introduce all accessibility standards, this classic building has sufficient room and the funds should be allocated.

Approved Action: Structural and interior renovations are slated for 2011.

Locke

The Locke Branch is located in a 1925 building that was renovated in 1996. It does not contain a public meeting room and is classed as a neighbourhood library branch. It meets all accessibility standards that were in place when it was renovated. Although small, the Locke Branch is extremely busy. The funds from the sale of a neighbourhood donated CIBC building are set aside to be dedicated for the enhancement of this branch. This may include the purchase of adjacent property when such an opportunity arises.



Accessibility Issues: The current building is too small to meet current accessibility requirements without expansion

Approved Action: Maintain. Expand when and if donated funds and opportunity allow, but not as a high priority.

Red Hill

The Red Hill Branch is located in a strip mall. The building was constructed in 1983 and the branch was renovated in 2000. It will be renovated again in 2011 to remove the circulation desk and improve the entrance. It is accessible, and it is bright. It has good parking. It has a meeting room. There is no Wow factor that creates excitement when entering the facility. It is an attractive facility that is heavily used.



Accessibility Issues: It meets all accessibility standards that were in place when it was renovated. It is assumed that any modifications will be minor in scope.

Approved Action: Monitor and Maintain

Saltfleet

The Saltfleet Branch opened in 2000. It is attached to the Hamilton-Wentworth District Catholic School Board's Cardinal Newman High School. Saltfleet is capable of providing appropriate services to the surrounding neighbourhoods. The second floor was closed in 2009. Many of the local residents prefer to use the Red Hill Branch. They have made it clear that they do not like to walk past high school students on the sidewalk or to compete for space inside the branch.



Accessibility Issues: It meets all accessibility standards that were in place when it was renovated. It is assumed that any modifications will be minor in scope.

Approved Action: Investigate leasing the second floor to the school board and investigate all reasonable alternatives.

Sherwood

The Sherwood Branch is a leased building. It opened in 1986. The lease was renewed in 2009 and it was renovated in 2009/10. The interior has been upgraded and new technology has been installed. The branch has a large public meeting room in the basement.



Accessibility Issues: It meets all accessibility standards that were in place when it was renovated. It is assumed that any modifications will be minor in scope.

Approved Action: Monitor and Maintain

Stoney Creek

The Stoney Creek Branch opened in 2002. It is housed inside the former City of Stoney Creek City Hall which is now owned by the RCMP. While it does not contain a public meeting room a room is available within the building. There is also a substantial auditorium. The branch is capable of providing appropriate services to the surrounding neighbourhoods. One failing of the branch is the lack of street presence. Good signage on the street is essential to the success of the branch. There is not sufficient expansion room.



Accessibility Issues: It meets all accessibility standards that were in place when it was renovated. Washrooms are in the public area, outside of the library doors.

Approved Action: Monitor and Maintain

Terryberry

The Terryberry Branch was constructed in 1970 and renovated in 1991 and converted into a two storey building (plus basement). The branch is heavily used but is frayed and worn. Significant interior upgrades are required and are scheduled for 2011. This two story library building is not staff efficient but there is no room for expansion on the current site and no suggestion that the branch be moved. This building will be greatly improved by RFID technology.



Accessibility Issues: Significant funds will be needed to ensure that this building meets all accessibility requirements.

Approved Action: Renovate as a high priority.

Turner Park

Turner Park opened in May, 2009. It is a large branch in a multi-use facility shared with the YMCA. Turner Park is a single floor library. It embraces all of the concepts that the Board has established. The Branch is busy and popular with the public. It is located on a busy thoroughfare with plenty of parking and transit access.



Accessibility Issues: It meets all accessibility standards that were in place when it was renovated. Washrooms are in the public area, outside of the library doors.

Approved Action: Monitor and Maintain

Valley Park

The Valley Park Branch was built in the early 1980s. It has not been renovated since that time. For a building of that age, it is in good repair and is accessible. While the location is set back from the main highway, there is good signage and it is part of a multiuse facility. The entire building is dated in appearance and mood. The surrounding area is undergoing significant growth in numbers. The Valley Park Branch is not large enough to meet community needs and does not convey the atmosphere that the Library Board feels is a necessity.



Accessibility Issues: Needs significant funding but is also a part of recreation complex.

Approved Action: Work with the City to include an expansion as part of the Library Board's Capital Plan. Investigate the extent to which an expansion could be funded through Development Charges.

Westdale

The Westdale Branch provides all services on a single floor. The building was constructed in 1957 and extensively renovated in 1998. It has a program room and is capable of meeting the needs of the surrounding community. There is little growth in the surrounding neighbourhoods.



Accessibility Issues: It meets all accessibility standards that were in place when it was renovated.

Approved Action: Monitor and Maintain

Buildings that cannot continue to provide service in the future

There is no such thing as a building that cannot be renovated or expanded. There are buildings, however, where such improvements cannot be made without incurring unacceptable costs. It is possible that newly emerging technology may offer ways that some library service can be provided to communities without a new building. New buildings in small population centres can only be open for limited hours. Technology allows for fully functional, self-contained machines to provide several thousand library items (including Holds) in a third party location where it can be accessed for many hours. It is possible that, where no funds are available for the construction of a library branch, the library may want to look for suitable community locations/partners where it can house self-service machines for library material. The library may also wish to look to free home delivery services or to its bookmobiles.

Carlisle

The Carlisle Branch is located in a school board style “double portable” that was constructed in 1989. It is reaching the end of its expected lifespan. For its size and hours, it is a busy location. The Branch is located on the same property as the Carlisle Arena and is located within an acceptable travel distance to other branches.



Accessibility Issues: The portable cannot be renovated to meet accessibility standards and still provide library services.

Approved Action: The Board is committed to try to keep the portable open until a new Waterdown Branch is open, at which time its future will be reviewed. This commitment cannot be kept if construction of Waterdown is delayed or unexpected problems arise. With the construction of the Lynden Branch, the Board now knows that any new rural location will cost at least \$1,500,000 to build. There is no known source of funding for a Carlisle Branch.

Lynden

Property has been purchased and a new Lynden Branch has been designed. It is scheduled to open in 2011. The lease will be dropped on the current Lynden Branch and the Rockton Branch will be closed.



Accessibility Issues: The new branch will meet all accessibility standards.

Approved Action: Construct new building in 2011.

Millgrove

The Millgrove Branch is a tired building constructed in 1970. It has multiple problems, from water quality to septic field issues to accessibility issues. The Millgrove Branch is slated to close when a new Waterdown Branch is constructed. The condition of the building may force a closure even earlier.



Accessibility Issues: Cannot be renovated to meet standards.

Approved Action: To be closed when the new Waterdown Branch opens. Millgrove will receive a bookmobile stop and use will be monitored

Mount Hope

The Mount Hope Branch is located in an older building that, until 1990, housed municipal offices for the former Town of Glanbrook. The building was partly renovated in 1990. The building is minimally accessible by wheelchair but only if someone calls ahead and arranges for a door to be opened in another part of the building at a set time. Wheelchair access is only provided to one level and not to any washrooms. There is virtually no workspace. The building is dark and crowded and provides none of the character markings that the Hamilton Public Library requires in its branches. The public washroom also doubles as branch storage space. The roof was re-shingled in 2010.



Accessibility Issues: Cannot be renovated to meet standards.

Approved Action: Relocate to another location or move to alternative delivery methods as a high priority

Rockton

The Rockton Branch is a former municipal hall building now occupied by both the library and the Women's Institute. The branch serves an extremely small population base and cannot be retrofitted to meet accessibility standards at an acceptable cost.



Accessibility Issues: Cannot be renovated to meet standards.

Approved Action: To be closed when the new Lynden Branch opens. Rockton will receive a bookmobile stop or alternative service delivery and use will be monitored.

Waterdown

The existing Waterdown Branch cannot meet the needs of this growing community. In August, 2010 Council approved a Library Board recommendation to build on the former Town Hall site, demolishing the existing building. There will be several partners in the new, multi-use facility. Design is expected to take place through the summer, 2011 with construction starting in the fall, 2011. Council's motion approves the sale of the existing building and the closure of the Millgrove Branch.



Approved Action: Complete construction of the new branch library

Summary of Approved Actions by branch

(Branches highlighted in Bold are those that cannot continue to provide services in their current locations).

Branch	Approved Actions
Ancaster	Monitor use of the facility and growth in the community.
Barton	Renovate early in 2011
Bookmobiles	Review the locations served by the library's bookmobile service, with the possibility of rural bookmobile service as a consideration.
Binbrook	Monitor use of the facility and growth in the community. Significant funding needs to be attached to this project.
Carlisle	The Board is committed to try to keep the portable open until a new Waterdown Branch is open, at which time its future will be reviewed. This commitment cannot be kept if construction of Waterdown is delayed or unexpected problems arise. With the construction of the Lynden Branch, the Board now knows that any new rural location will cost at least \$1,500,000 to build. There is no known source of funding for a Carlisle Branch.
Central	Continue with Renovations on 2 -5 floors, subject to Board budget approval, as funds become available. This is a high priority and can lead to operational efficiencies.
Concession	Monitor and Maintain
Dundas	Begin to plan for a significant renovation and expansion but not as one of the system's most urgent needs.
Freelton	Monitor and maintain
Greensville	Greensville provides little service for the money that is spent and should be a strong consideration for closure if budget issues arise. Staff should monitor growth in the community.
Kenilworth	Structural and interior renovations are slated for 2011.
Locke	Maintain. Expand when and if donated funds and opportunity allow, but not as a high priority.
Lynden	Construct new building in 2011.

Millgrove	To be closed when the new Waterdown Branch opens. Millgrove will receive a bookmobile stop and use will be monitored.
Mount Hope	Relocate to another location or move to alternative delivery methods as a high priority
Red Hill	Monitor and Maintain
Rockton	To be closed when the new Lynden Branch opens. Rockton will receive a bookmobile stop or alternative service delivery and use will be monitored.
Saltfleet	Investigate leasing the second floor to the school board.
Sherwood	Monitor and Maintain
Stoney Creek	Monitor and Maintain
Terryberry	Renovate as a high priority.
Turner Park	Monitor and Maintain
Valley Park	Work with the City to include an expansion as part of the Library Board's Capital Plan. Investigate the extent to which an expansion could be funded through Development Charges.
Waterdown	Complete construction of the new branch library
Westdale	Monitor and Maintain

Next Steps

The Facilities Master Plan is designed to catalogue, as accurately and as factually as possible, the current condition of library facilities as well as the Library Board's vision for the desired tone and feeling for library facilities.

The Facilities Master Plan does not address how existing facilities that fall short of the Library Board's vision can be brought up to an acceptable standard, both in terms of physical accessibility and in terms of mood and atmosphere.

Once the Library Board approves this Facilities Master Plan, the process of setting timeframes and priorities as well as identifying sources of potential funding will begin.