

METROPOLITAN LIBRARY COMMISSION OF OKLAHOMA COUNTY

LONG-RANGE PLANNING COMMITTEE

AGENDA

Members: Penny McCaleb, Chair
Deanna Hannah
Tracy McDaniel
Tracy McGehee
Alyne Strube
Beth Toland
Susan Tucker

Monday, May 7, 2012
at 3:30 p.m.
Belle Isle Library
8401 N. Villa
Oklahoma City, OK 73112
(405) 843-9601

- I. Call to Order and Establishment of Quorum – Penny McCaleb, Chair
- II. Discussion, Consideration, and Possible Action: Approval of 2012-2015 Strategic Plan
- III. Discussion, Consideration, and Possible Action: MLS Capital Projects Report and Recommendations

RECOMMENDATIONS FROM ADMINISTRATION

STRATEGIC PLAN 2012-2015

A Review of the new draft of the MLS Strategic Plan for 2012-2015 will be presented to the Long Range Planning committee on Monday, May 7, 2012. Copies will be presented at the meeting along with a video presentation.

ADMINISTRATIVE RECOMMENDATION FOR COMMISSION ACTION:

That the Long Range Planning Committee recommend to the Metropolitan Library Commission approval of the Metropolitan Library System Strategic Plan 2012-2015.

MLS CAPITAL PROJECTS REPORT AND RECOMMENDATIONS

ALMONTE LIBRARY

Included in the 2012-13 FY preliminary budget is \$1,124,319.00 for continuing service in the Almonte storefront location at SW 59th and May Ave. The library administration is recommending that we keep that location open after Southern Oaks re-opens in August/September of 2012.

Analysis of usage statistics and interviews with staff and customers show the location to be serving many new users; much more than expected. See attachment A for more details about usage and demographics.

The amount includes \$290,448 for 7.75 FTE's; \$90,000 for lease costs; \$257,390 for books and materials; and \$87,750.00 for computer equipment and installation.

The library has submitted a proposal to Jim Couch, Oklahoma City manager, with a request that the city pay the lease cost each year. For now, this cost is included in our preliminary budget; however, if the city agrees to pay for this, we will remove it from the budget.

JONES LIBRARY

The current Project Agreement between the town of Jones and MLS outlines the scope of our relationship and this new library. It committed MLS to provide up to \$249,000 to support this effort. In addition, the preliminary budget includes an additional \$189,000 for furniture and equipment, collection and other contingencies. These dollars are included in the FY 2012-13 preliminary budget.

DEL CITY LIBRARY

Since 1999 MLS has included \$464,715 in Capital Reserves for improvements to the Del City Library under the heading of "Currently Identified improvements". To cover inflation since that time, \$223,175 was added in the 2011-12 budget. The preliminary FY 2012-13 budget has moved this money to the 450 account as we anticipate this project to begin in the upcoming fiscal year if Del City Residents approve passage of a bond issue in the fall. This currently provides a total of \$688,000 for the project.

On February 2nd, 2012, Del City held its annual Chamber of Commerce Awards Dinner. At this time, the City Council unveiled it proposed 2012 Capital Campaign. The center piece of this effort is a new 15,000 square foot, \$3 million library.

The scope of this project is larger than the one envisioned in 1999, usage data supports the need for an expanded facility. While we are just getting started with this project, Del City officials believe that the voters in the community will support this effort when it is on the ballot later this year. With their approval, Del City anticipates securing design service for this work in early 2013. Based upon the current projected costs of this project and in keeping with past MLC funding practices, MLS is recommending that an additional \$1,168,000 be committed to this project. As these dollars will not be spent in the FY 2012-13 budget, the additional dollars will be reflected in the Reserve Account for Currently Identified Improvements - Del City Library.

CAPITOL HILL LIBRARY

The 2000 and 2007 OKC GO bond provided funding for renovation of this library.

Funds are available for the project in the amount of \$320,000 (some of which has been spent on a new roof) and \$2,760,000 from the 2000 and the 2007 OKC Bond elections, respectively. MLS has previously committed funding for this project in the amount of \$2,000,000. Based upon the current projected costs for this project and in keeping with past MLC funding practices, MLS is recommending

that an additional \$538,000 be committed to this project. As these dollars will not be spent in the FY 2012-13 budget, these additional dollars will be reflected in the Reserve Account for Currently Identified Improvements - Capitol Hill Library.

OTHER CAPITAL PROJECTS INCLUDED IN PRELIMINARY FY2012-13 BUDGET

EDMOND LIBRARY

\$80,000 has been included in the budget for a portion of the expenses for additional parking at the current Edmond Library. The bulk of the money will be provided by St. Mary's Church and the parking will be shared by the church and the library.

MIDWEST CITY LIBRARY

Approximately \$80,000 has been included in the preliminary budget to upgrade the public restrooms.

RESERVE FOR ADDITIONAL LOCATION/SERVICES

Money is included in this reserve category for additional locations and services that may develop in a short period of time. We have informally asked Edmond city officials to consider providing the lease costs for a storefront location on a short term basis for west Edmond as the city anticipates it will be 5 years before they will be ready to roll out their next capital projects package. Providing a second library in Edmond is becoming more critical as the usage at the current location is so heavy that it is becoming increasingly difficult to provide the needed services.

Additionally, we have been contacted about partnering in some fashion with the OKC senior wellness centers for possible library services in these centers. Those potential locations have not yet been determined. It would only make sense for MLS to partner and provide library services if the center was located in an area that is currently unserved. Reserve dollars could be spent for this type of center if it meets an unmet need.

COMMITTEE ACTION:

1. That the Long Range Planning Committee recommends to the Finance Committee that funds to support the Almonte Library be included in the preliminary FY2012-13 budget.
2. That the Long Range Planning Committee recommend to the Finance Committee that additional funds to support the Capitol Hill Project be included in the preliminary FY2012-13 budget.
3. That the Long Range Planning Committee recommend to the Finance Committee approval of the projects listed under Other Capital Projects be included in the FY2012-13 preliminary budget.
4. Dollars for the Jones and Del City project have previously been approved by the Library Commission.

Almonte Library Location SW 59th and May

Demographics (see attached report)

- 103,879 population within 3 miles of location
- 28,901 under the age of 19 (30.7%)
- 37,902 Hispanic (36.49%)
- 22,926 < \$40K@yr (59%)
- 37,999 High school or < (57.4%)

Usage - 10 month period

- 2600 users within one mile of temporary library
- 5,606 NEW customers
- 6,538 existing Southern Oaks customers
- 2,664 customers from other MLS locations

Feedback and Analysis of users of Almonte location (information from staff reports and interviews)

- Many new users
- Many families mode of transportation is walking or bus; Almonte is on bus route and/or within walking distance; Southern Oaks is not.
- If Almonte closes; will have to take bus to use Downtown library
- Families appear to have only one vehicle and that is used by working member of family
- Adults are looking for jobs
- Customers love reserve pickup- easy in and out
- Need Spanish language materials
- Customers love media/audio materials
- Parents bring their kids and stay with them at Almonte; not as much as at Southern Oaks
- Fewer behavioral issues at Almonte
- Need many public computers – heavily used
- Children's books heavily used
- Lots of younger families working really hard to give their kids a better life
- Very few affluent customers
- Wireless heavily used
- More people using self check
- All hours open are busy
- Need to provide children's programs and events