



# Allen County Public Library Facilities Master Plan

Options and Recommendations  
January 12, 2022



## Enriching the community through lifelong learning and discovery.

### What's our next chapter?

Allen County is on the move. It's an innovative community that dares to dream, experiencing a record-pacing growth rate putting us in the top 25 percent of metro areas nationally.

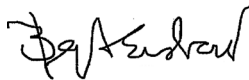
When we think of this dynamic growth, what does this mean for the Allen County Public Library? How can we better serve our current patrons and reach new ones? How can we add to the quality of life in Allen County? How can we be resourceful and meet the challenges of tomorrow while improving the experiences of today?

To help answer these questions, we enlisted the help of Bostwick Design Partnership to assess the current conditions of our buildings. Are our libraries best equipped to support the services we provide now and what our patrons want us to provide in the future?

After months of site visits, staff and patron surveys, focus groups, and community conversations, we are excited to share our consultants' findings and recommendations in this draft Facilities Master Plan.

This chapter is just the beginning. We invite you to review this first draft of the plan. What did we get right, and what are we missing? Send us your thoughts by attending an open house, completing our survey, and/or emailing us at [librarydirector@acpl.info](mailto:librarydirector@acpl.info) and/or [trustees@acpl.info](mailto:trustees@acpl.info).

ACPL is your library. There's a place here for everyone, and we want to hear from you. Won't you join us in writing our next chapter?



Ben Eisbart  
President of the Board of Trustees



Susan P. Baier  
Executive Director



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# 1 Background and Goals

## FMP PURPOSE

Allen County Public Library recognizes that as their public face in each community, facilities should reflect the same level of quality as services provided. Currently there exists a quality disparity among individual branches, stemming from history and development complexities in each location. This Facilities Master Plan quantifies these differences, to aid decisions about the size, location, and function of branches so that over the next ten years and beyond, all facilities may more equitably and effectively serve residents.

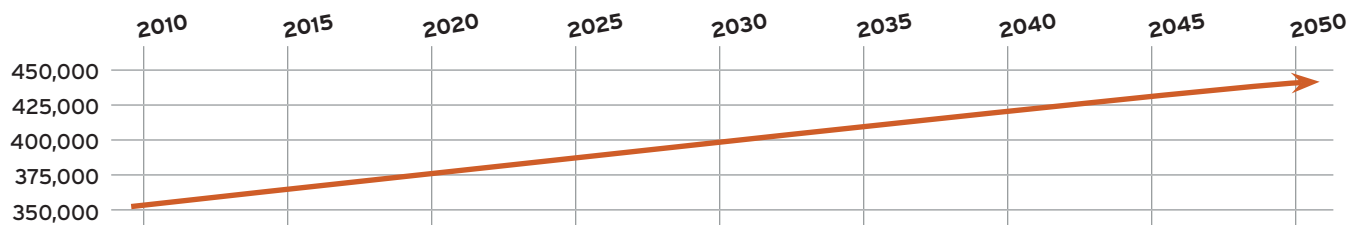
While individual facility observations can be found in the balance of this report, there are three overarching influences that affect all facilities county-wide:

### Evolving Demands

Residents' needs and aspirations have evolved with cultural, economic, and technological change over the last two decades. ACPL strategic priorities and services keep pace, requiring facility infrastructure updates to support new demands.

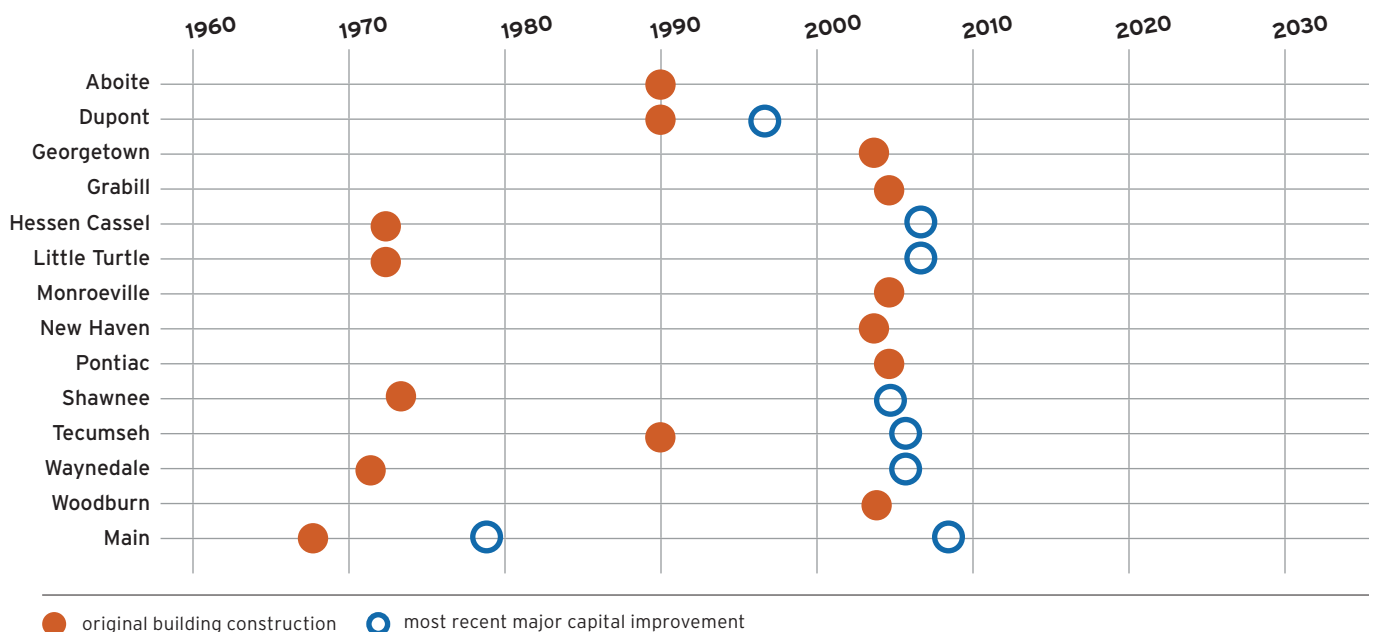
### Population Growth

Allen County population has increased by 15% since 2020 and continues to grow. All facilities experience the resulting usage increase, but inconsistently due to high and low growth areas within the county.



### Facility Age

Branches have not benefitted from any significant capital improvements since 2003-2008 building program. By 2030 all branches will be 22 to 25 years old, with two facilities approaching 40 years old.



# 1 Background and Goals

## PROCESS OVERVIEW

A facilities master plan provides a framework for decisions about how, when, and where investments in the physical spaces that support library service delivery will be made over time. To achieve this, master plan recommendations are informed by a complexity of sources, including, but not limited to:

- the needs, wants, and aspirations of residents served by the system
- current and projected demographic trends
- current location, size, and condition of facilities
- the ability of facilities to support strategic library service goals
- near and long-term funding capacity

When drawn from these organizational and resident-specific influences, each master plan will be just as unique as the communities the library serves.

Master plan recommendations are designed to establish parameters for how to move forward, and will outline general recommendations for facilities collectively and individually, but will stop short of detailed facility solutions. Specific design responses for each facility are appropriately generated in collaboration with the community served at such time the opportunity, funding, and approvals allow.

The Facilities Master Plan process for Allen County Public Library was designed consistent with the fundamentals outlined above, with a specific

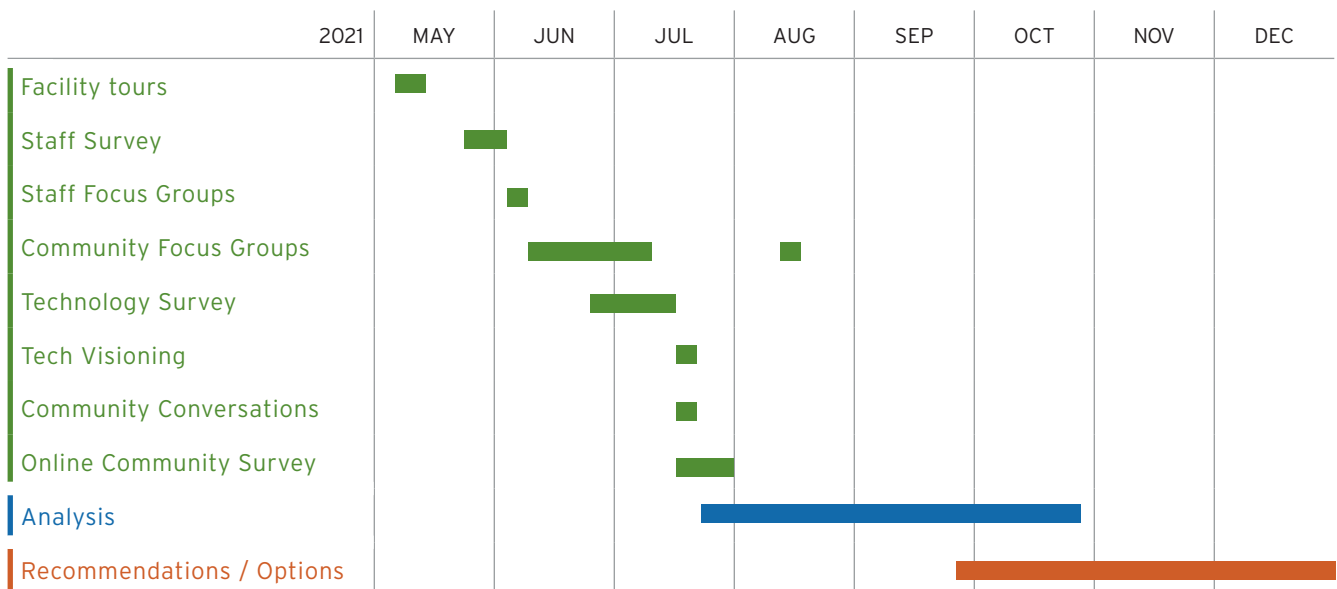
commitment to staff and community engagement at its core. While details have been customized along the way, the work was structured in three broad categories to accomplish ACPL goals:

1. Discovery, Assessment, and Engagement
2. Analysis and Alignment
3. Master Plan Documentation and Presentation

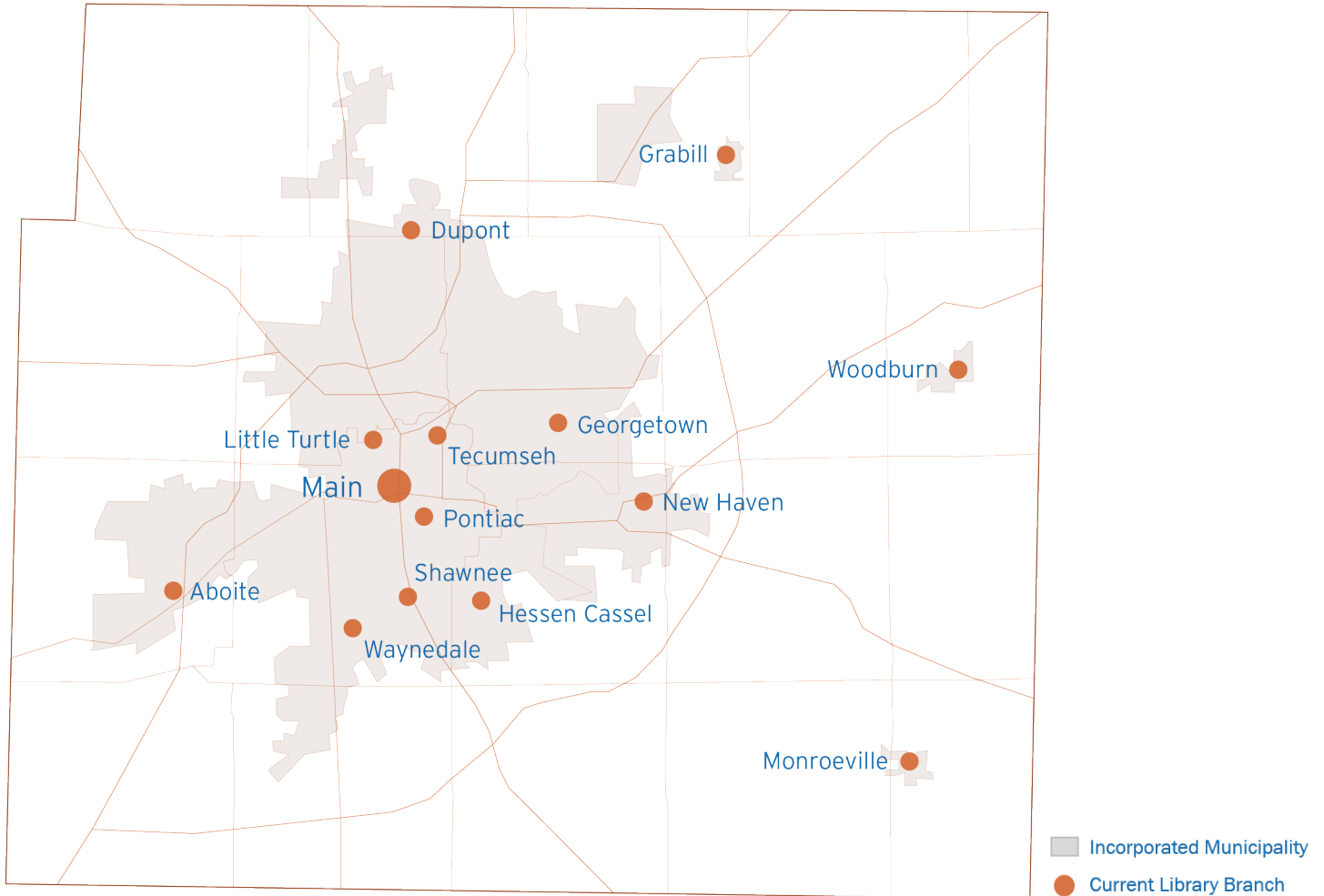
A timeline of events is outlined below:

Discovery, Assessment, and Engagement started with staff-led tours of each facility. With that context, the team surveyed staff for input and insights, and facilitated a total of seven visioning workshops to gain shared perspectives on the future of library service in Allen County. Through June, July and mid-August, the team reached out to Allen County residents for detailed input in the form of ten community stakeholder focus groups, five in-person community conversations, and an online survey in English and Spanish.

Analysis and Alignment built on the foundation of staff and community input, aligning the facility responses to current conditions, demographic trends, and evolving library service demands with the priorities of Allen County residents. Recommendations drawn from this analysis currently include options, which will be shared with the residents for feedback in early 2022. That input will inform the final recommendations, currently scheduled to be presented to the library board in early April 2022.



# Current Locations



## Current Locations

From its 1895 origins as a single location in Fort Wayne’s City Hall, the Allen County Public Library system has grown to include 14 locations, including a flagship Main library and branches throughout Fort Wayne and in surrounding communities.

The original facilities at five ACPL locations date from between 1965 and 1975, which include: Main, Hessen Cassel, Little Turtle, Shawnee, and Waynedale. In 1990, three new libraries were added to the system: Aboite, Dupont and Tecumseh. A comprehensive system expansion between 2003 and 2008 renovated or expanded all the existing libraries except for Aboite and Dupont, and added six new libraries: Georgetown and Pontiac within Fort Wayne; and Grabill, Monroeville, New Haven, and Woodburn - each located in and named for the municipalities they serve.

The following pages include an overview of current conditions and key findings at each existing library building. Note this study focuses on buildings that support service to the public. DiSalle is a facility that supports essential library functions, including Audio Reading Service, but does not include space for public service.

## 2 Current Conditions

# Aboite

### GENERAL INFORMATION

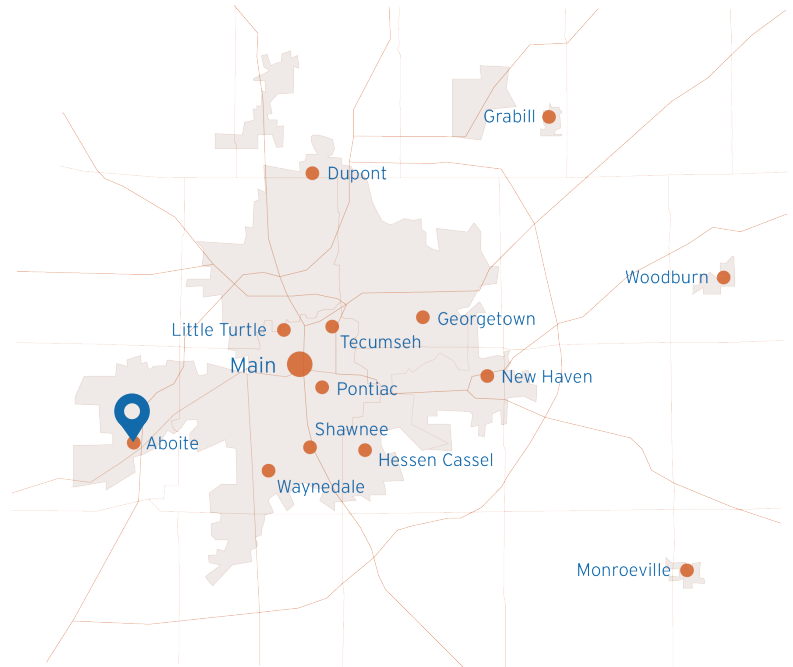
<b>Address</b>	<b>Year Built</b>	<b>Building Size</b>	<b>Site Area</b>	<b>On Site Parking</b>
5630 Coventry Lane Fort Wayne, IN 46804	1990	13,319 SF	2.202 Acres	37

### MANAGEMENT INFORMATION

<b>Population Served (3 mile)</b>	29,890
<b>Days Open</b>	6 / week
<b>Hours Open</b>	60 / week
<b>Full Time Staff</b>	8.5

### CURRENT CONDITIONS & KEY FINDINGS

- No branch visibility from Jefferson Blvd
- Parking inadequate, overflow across busy road
- Staff space too small, poorly configured
- Building settling / separating on ravine side
- Major systems in fair condition, some end of life
- Lacks full ADA compliance
- Loud and quiet areas not adequately separated
- Mix of old/new finishes lacks cohesion
- Wi-Fi robust enough for inside and outside use
- Insufficient electrical outlets for charging
- Not enough wired PC connections
- Inadequate workspace at public computers



**Adequately sized for current service demands**

Yes  No

**Overall building condition**

1 2 3 4 5

*Scale: 1 = Poor to 5 = Good*

**Site allows for future expansion**

Yes  No

**Renovation and/or expansion can meet 10-year service demand**

Yes  No



## 2 Current Conditions

# Dupont

### GENERAL INFORMATION

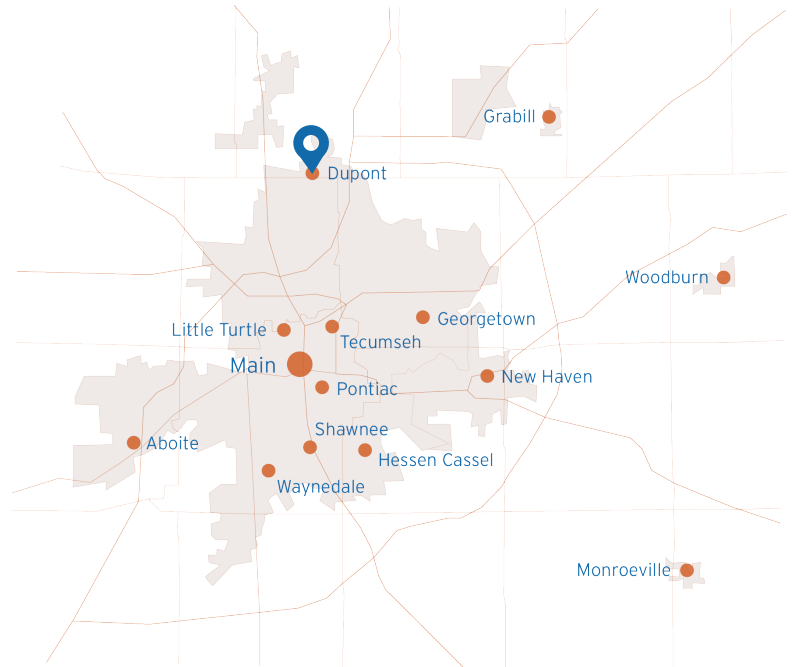
Address	Year Built	Building Size	Site Area	On Site Parking
536 East Dupont Road Fort Wayne IN 46825	1990, Expanded 1996	18,528 SF	0.88 acres	56

### MANAGEMENT INFORMATION

Population Served (3 mile)	45,823
Days Open	6 / week
Hours Open	60 / week
Full Time Staff	11.55

### CURRENT CONDITIONS & KEY FINDINGS

- Great visibility from Dupont Rd, difficult access
- Parking inadequate, overflow across access road
- Staff space poorly configured
- Major systems in fair condition, some end of life
- Meeting room poorly configured
- Lacks full ADA compliance
- Public PCs + Children's adjacency a challenge
- Mix of old/new finishes lacks cohesion
- Wi-Fi robust enough for inside and outside use
- Insufficient electrical outlets for charging
- Workspace at public computers is adequate
- Inadequate AV equipment in meeting rooms



**Adequately sized for current service demands**

Yes  No

**Overall building condition**

Scale: 1 = Poor to 5 = Good

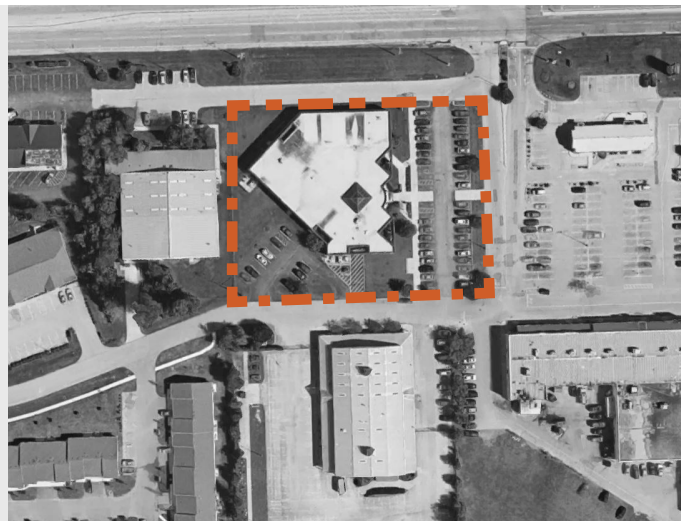
1 2 3 4 5

**Site allows for future expansion**

Yes  No

**Renovation and/or expansion can meet 10-year service demand**

Yes  No





# Georgetown

## GENERAL INFORMATION

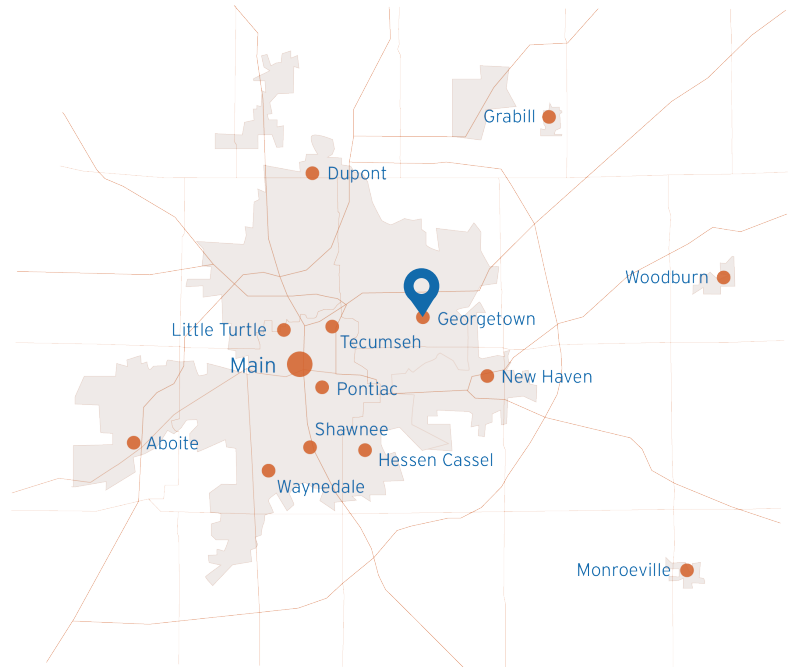
Address	Year Built	Building Size	Site Area	On Site Parking
6600 E State Blvd Fort Wayne, IN 46815	2004	19,500 SF	1.1 acres	48

## MANAGEMENT INFORMATION

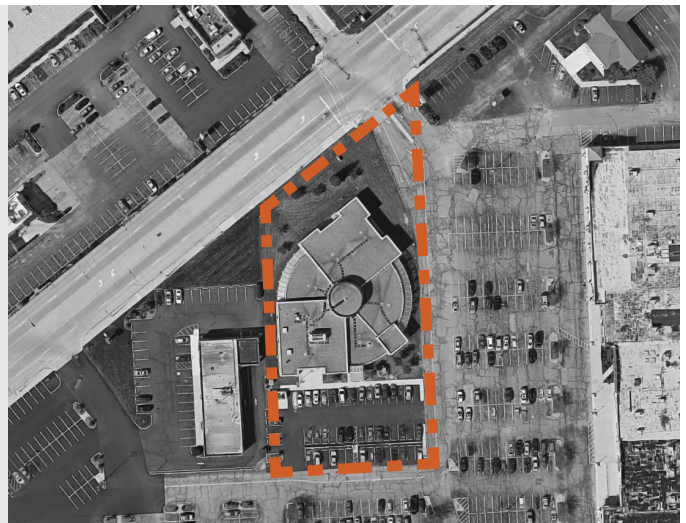
Population Served (3 mile)	62,693
Days Open	6 / week
Hours Open	60 / week
Full Time Staff	12.1

## CURRENT CONDITIONS & KEY FINDINGS

- Great visibility from East State Boulevard
- Parking inadequate, overflow requires stair access
- Major systems in good condition
- Staff areas undersized for volume of work
- Rotunda creates visibility and acoustical problems
- Lacks full ADA compliance
- Building unable to accommodate afterschool rush
- Entry sequence long and easily congested
- Wi-Fi robust enough for inside and outside use
- Insufficient electrical outlets for charging
- Quantity of wired PC connections adequate
- Inadequate workspace at public computers



<b>Adequately sized for current service demands</b>	Yes	<b>No</b>
<b>Overall building condition</b> <i>Scale: 1 = Poor to 5 = Good</i>	1 2 3 <b>4</b> 5	
<b>Site allows for future expansion</b>	Yes	<b>No</b>
<b>Renovation and/or expansion can meet 10-year service demand</b>	Yes	<b>No</b>



## 2 Current Conditions

# Grabill

### GENERAL INFORMATION

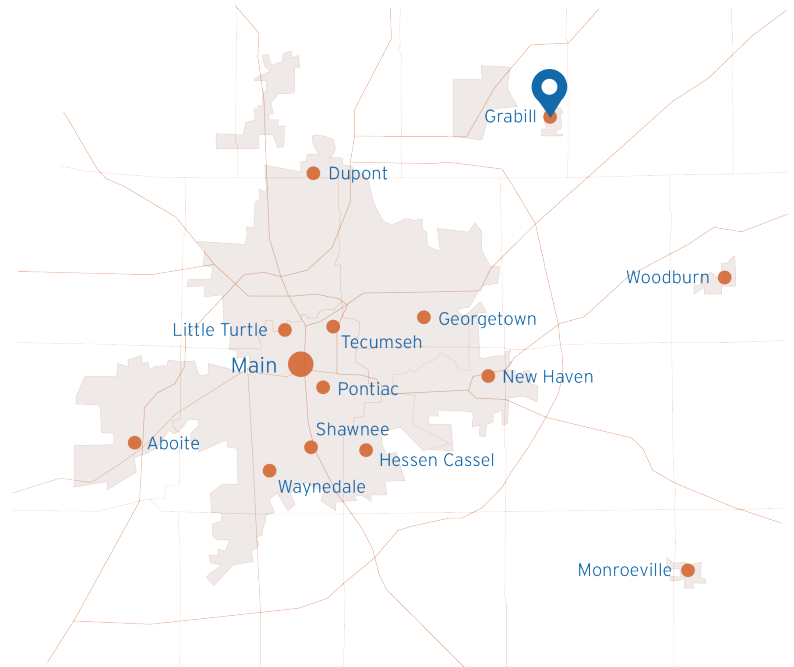
Address	Year Built	Building Size	Site Area	On Site Parking
13521 State St Grabill, IN 46741	2005	7,885 SF	1.38 acres	42

### MANAGEMENT INFORMATION

Population Served (4 mile)	13,275
Days Open	6 / week
Hours Open	57 / week
Full Time Staff	5

### CURRENT CONDITIONS & KEY FINDINGS

- Good visibility from Grabill Road
- Parking size adequate, some access concerns
- Major systems OK condition
- Meeting space undersized for demand
- Size of building prevents acoustical separation
- Main service point not ADA compliant
- Staff workspace access poorly configured
- Finishes OK but lack color, lighting inconsistent
- Wi-Fi robust enough for inside and outside use
- Insufficient electrical outlets for charging
- Quantity of wired PC connections adequate
- Inadequate workspace at public computers



**Adequately sized for current service demands**

Yes  No

**Overall building condition**

1 2  4 5

Scale: 1 = Poor to 5 = Good

**Site allows for future expansion**

Yes No

**Renovation and/or expansion can meet 10-year service demand**

Yes No



# Hessen Cassel

## GENERAL INFORMATION

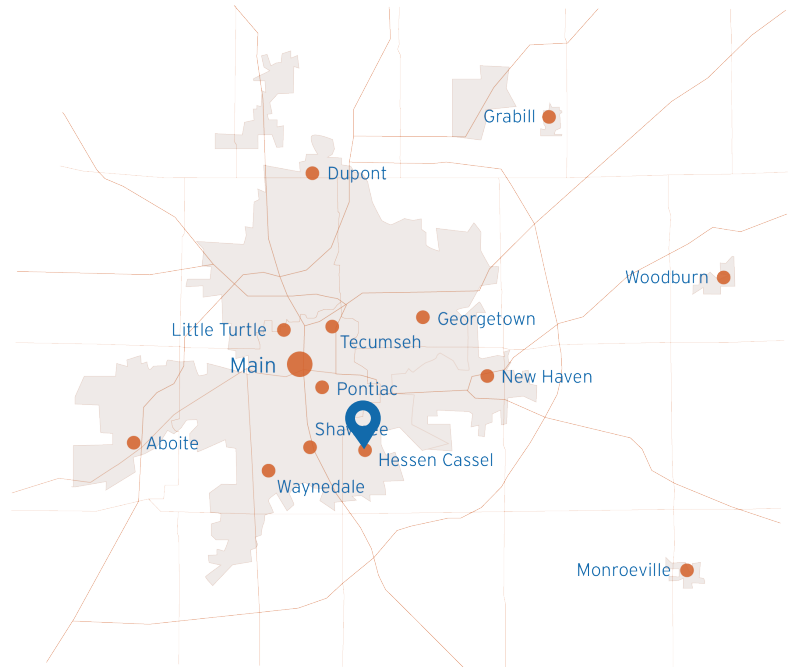
Address	Year Built	Building Size	Site Area	On Site Parking
3030 E Paulding Rd Fort Wayne, IN 46816	1972, Renovation 2004	11,973 SF	2.2 acres	44

## MANAGEMENT INFORMATION

Population Served (1 mile)	10,546
Days Open	6 / week
Hours Open	57 / week
Full Time Staff	5

## CURRENT CONDITIONS & KEY FINDINGS

- Good visibility from East Paulding Road
- Parking size adequate
- Building requires significant masonry repair
- Major systems in fair condition, some end of life
- Meeting space old and challenging to access
- Children’s area not acoustically separated
- Sight lines are very poor to collection areas
- Staff workspace old and poorly configured
- Wi-Fi robust enough for inside and outside use
- Insufficient electrical outlets for charging
- Quantity of wired PC connections adequate
- Workspace at public computers is adequate



<b>Adequately sized for current service demands</b>	Yes	No
<b>Overall building condition</b> <i>Scale: 1 = Poor to 5 = Good</i>	1	2 3 4 5
<b>Site allows for future expansion</b>	Yes	No
<b>Renovation and/or expansion can meet 10-year service demand</b>	Yes	No



## 2 Current Conditions

# Little Turtle

### GENERAL INFORMATION

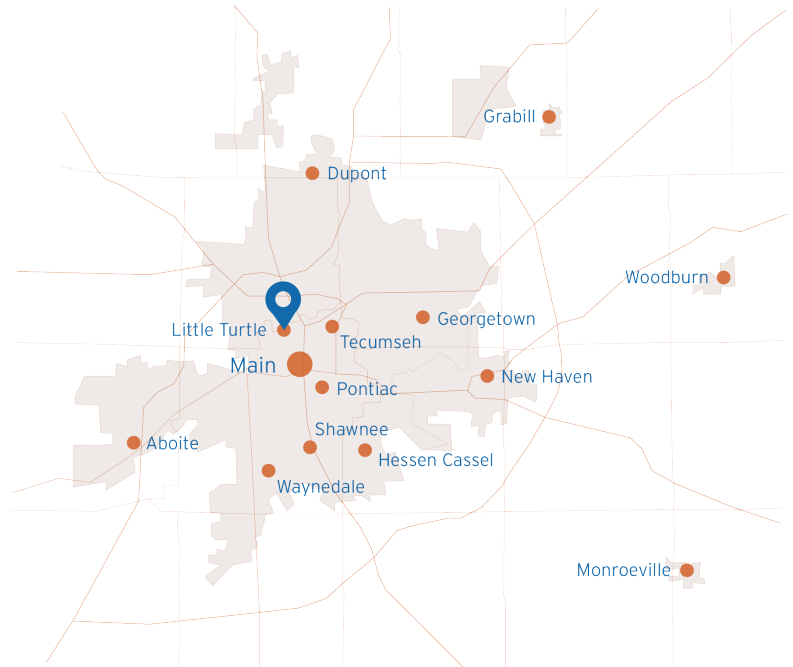
Address	Year Built	Building Size	Site Area	On Site Parking
2201 Sherman Blvd Fort Wayne, IN 46808	1972, Renovation 2006	13,150 SF	1.1 acres	55

### MANAGEMENT INFORMATION

Population Served (1 mile)	13,558
Days Open	6 / week
Hours Open	57 / week
Full Time Staff	5.4

### CURRENT CONDITIONS & KEY FINDINGS

- Poor visibility from West State Blvd
- Parking size adequate, but no green space
- Major systems in good condition
- Meeting space undersized for large groups
- Size of building prevents acoustical separation
- Computer area inflexible and oversized
- Staff workspace is functional
- Finishes OK but lack color
- Wi-Fi robust enough for inside and outside use
- Insufficient electrical outlets for charging
- Not enough wired PC connections
- Workspace at public computers is adequate



**Adequately sized for current service demands**

Yes No

**Overall building condition**

1 2 3 4 5

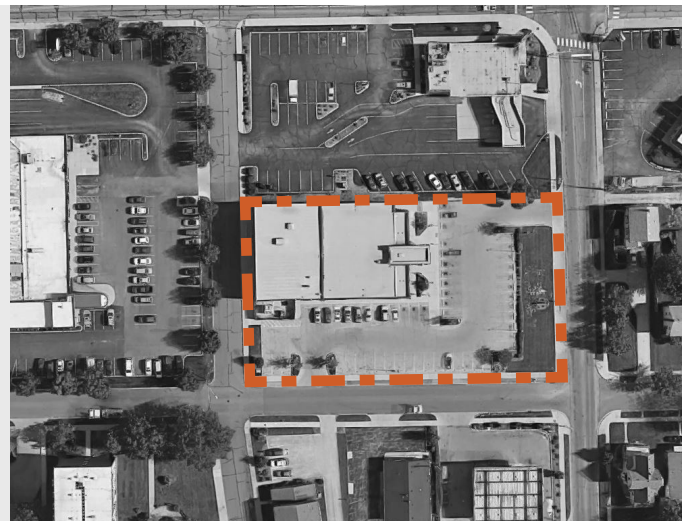
Scale: 1 = Poor to 5 = Good

**Site allows for future expansion**

Yes No

**Renovation and/or expansion can meet 10-year service demand**

Yes No



# Monroeville

## GENERAL INFORMATION

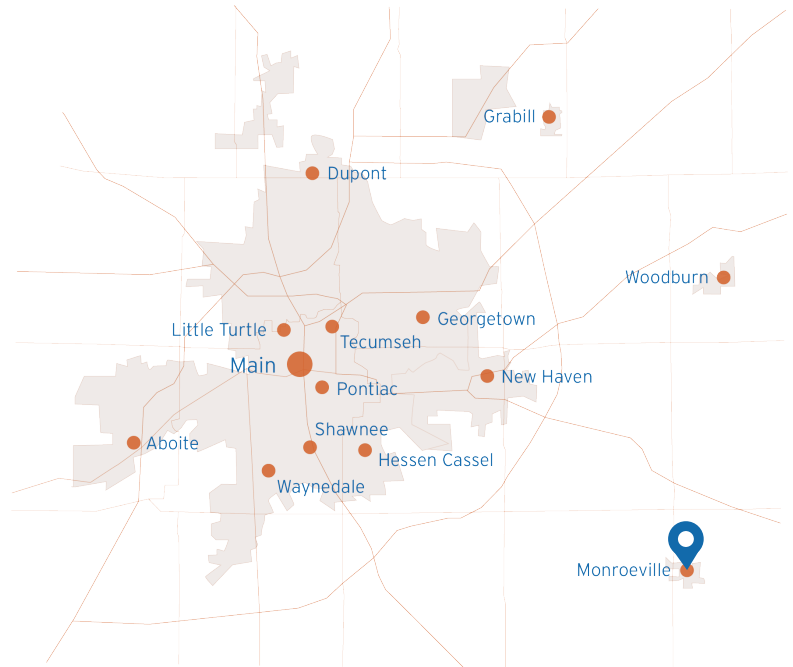
Address	Year Built	Building Size	Site Area	On Site Parking
115 Main St Monroeville, IN 46773	2003	8,502 SF	0.60 acres	19

## MANAGEMENT INFORMATION

Population Served (4 mile)	2,629
Days Open	6 / week
Hours Open	41 / week
Full Time Staff	2.25

## CURRENT CONDITIONS & KEY FINDINGS

- Great visibility from Main Street
- Parking small and inadequate, and no green space
- Major systems in good condition
- Meeting space adequate and well-used
- Size of building prevents acoustical separation
- Access to staff workspace poorly configured
- Staff workspace is small but functional
- Finishes OK but lack color
- Wi-Fi robust enough for inside and outside use
- Quantity of electrical outlets for charging adequate
- Quantity of wired PC connections adequate
- Workspace at public computers is adequate



Adequately sized for current service demands	Yes	No			
Overall building condition <i>Scale: 1 = Poor to 5 = Good</i>	1	2	3	4	5
Site allows for future expansion	Yes	No			
Renovation and/or expansion can meet 10-year service demand	Yes	No			



## 2 Current Conditions

# New Haven

### GENERAL INFORMATION

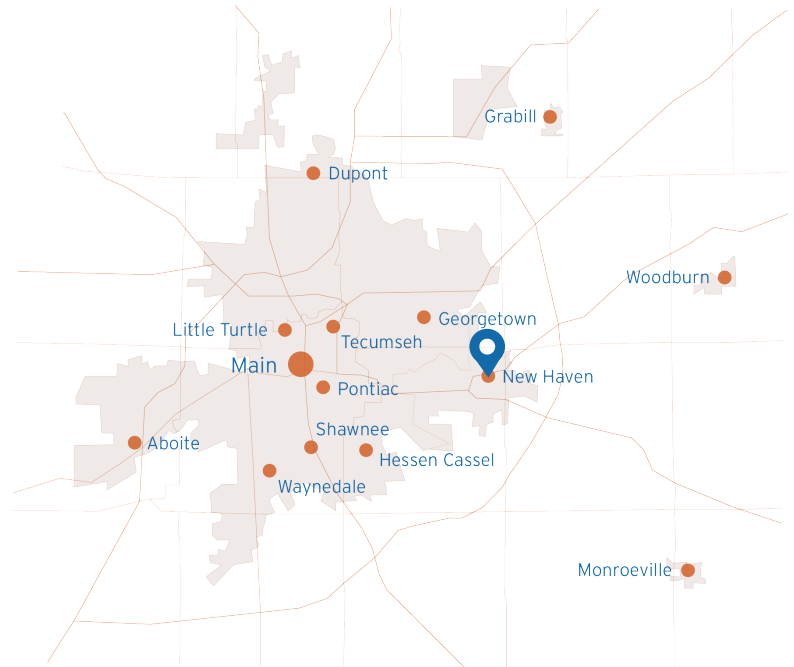
Address	Year Built	Building Size	Site Area	On Site Parking
648 Green St New Haven, IN 46774	2003	10,500 SF	1.0 acres	31

### MANAGEMENT INFORMATION

Population Served (3 mile)	23,737
Days Open	6 / week
Hours Open	52 / week
Full Time Staff	5.45

### CURRENT CONDITIONS & KEY FINDINGS

- Great visibility from Lincoln Highway
- Parking size adequate, but very awkward layout
- Major systems good condition, temp control issues
- Clerestory windows a major glare problem
- Meeting space dated and inflexible
- Study and office spaces not acoustically separated
- Staff workspace is small and poorly configured
- Finishes aging, lighting inconsistent and old
- Wi-Fi robust enough for inside and outside use
- Insufficient electrical outlets for charging
- Quantity of wired PC connections adequate
- Inadequate workspace at public computers



**Adequately sized for current service demands**

Yes No

**Overall building condition**

1 2 3 4 5

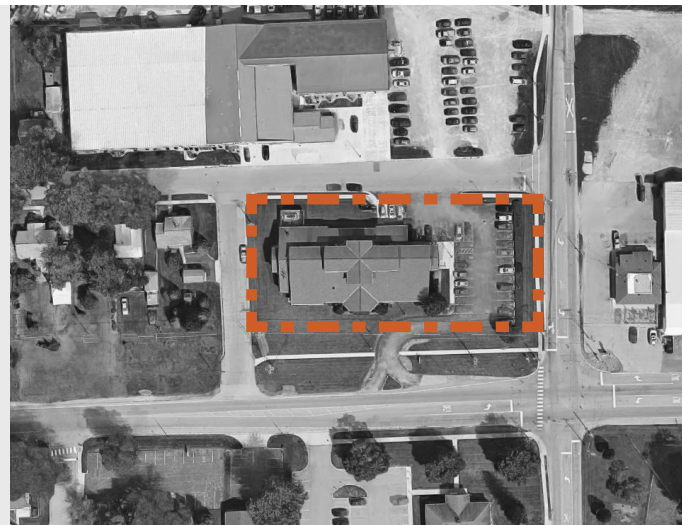
Scale: 1 = Poor to 5 = Good

**Site allows for future expansion**

Yes No

**Renovation and/or expansion can meet 10-year service demand**

Yes No



## 2 Current Conditions

# Pontiac

### GENERAL INFORMATION

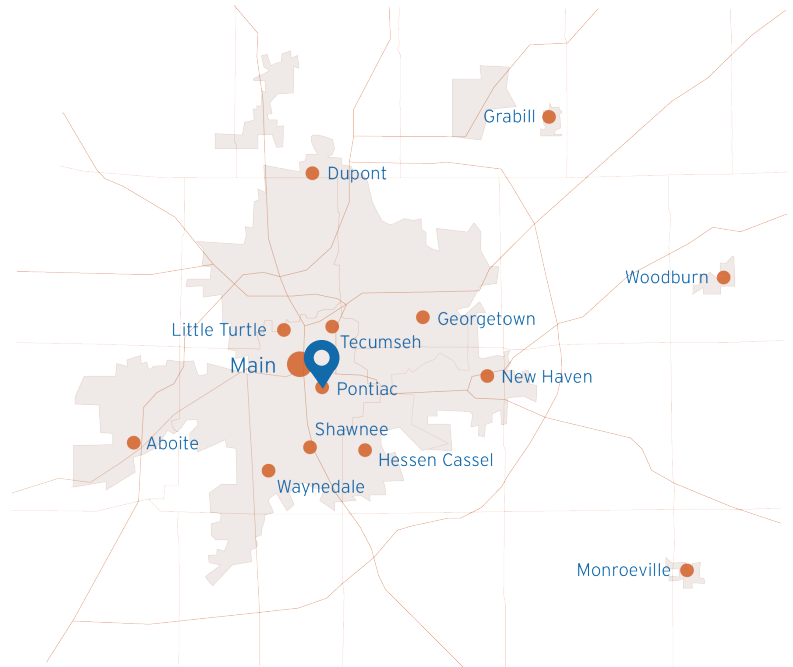
Address	Year Built	Building Size	Site Area	On Site Parking
2215 S Hanna St, Fort Wayne, IN 46803	2004	10,500 SF	1.3 acres	43

### MANAGEMENT INFORMATION

Population Served (1 mile)	14,579
Days Open	6 / week
Hours Open	57 / week
Full Time Staff	3.5

### CURRENT CONDITIONS & KEY FINDINGS

- Good visibility from Hanna St and Creighton Blvd
- Parking size adequate, but access unclear
- Distance from parking to entry unusually far
- Major systems in good condition
- Shape of building a challenge to reconfigure
- Layout of building limits acoustical separation
- Staff workspace is small and poorly configured
- Finishes aging and showing signs of wear
- Wi-Fi robust enough for inside and outside use
- Insufficient electrical outlets for charging
- Quantity of wired PC connections adequate
- Workspace at public computers is adequate



**Adequately sized for current service demands**

Yes No

**Overall building condition**

1 2 3 4 5

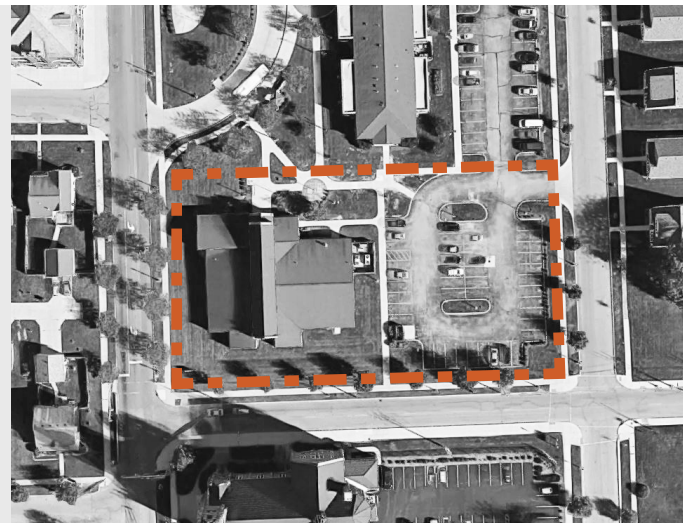
Scale: 1 = Poor to 5 = Good

**Site allows for future expansion**

Yes No

**Renovation and/or expansion can meet 10-year service demand**

Yes No



## 2 Current Conditions

# Shawnee

### GENERAL INFORMATION

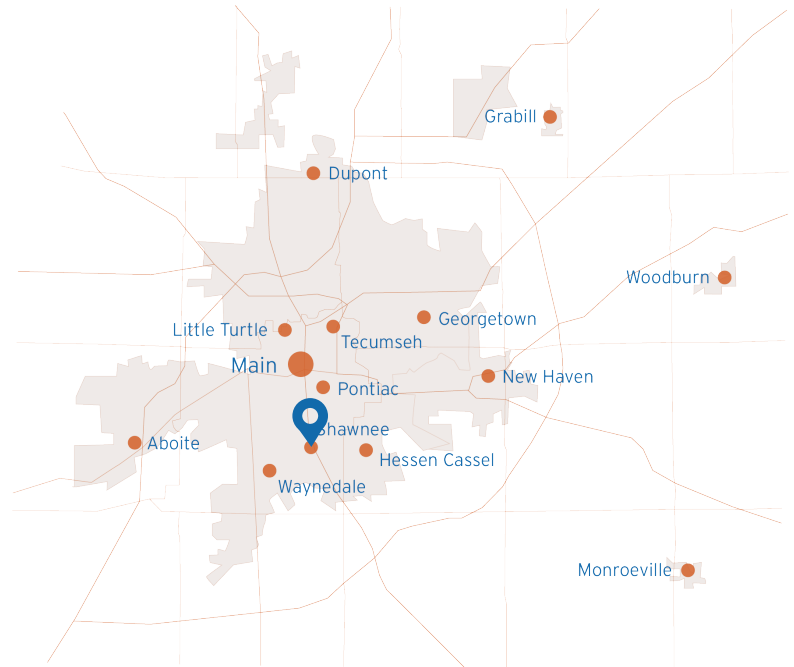
Address	Year Built	Building Size	Site Area	On Site Parking
5600 Noll Ave Fort Wayne, IN 46806	1973, Renovation 2003	11,200 SF	1.408 acres	22

### MANAGEMENT INFORMATION

Population Served (1 mile)	12,329
Days Open	6 / week
Hours Open	57 / week
Full Time Staff	5.38

### CURRENT CONDITIONS & KEY FINDINGS

- Low visibility from any primary thoroughfare
- Parking and entry very poor, limits access
- Building envelope leaks and is highly inefficient
- Major systems in fair condition, some end of life
- Lacks full ADA compliance
- Interior layout inflexible, challenging for all ages
- Sight lines poor, staff area configuration very poor
- Finishes lack color, no differentiation, dark
- Wi-Fi robust enough for inside and outside use
- Insufficient electrical outlets for charging
- Not enough wired PC connections
- Inadequate workspace at public computers



**Adequately sized for current service demands**

**Yes** No

**Overall building condition**

**1** 2 3 4 5

Scale: 1 = Poor to 5 = Good

**Site allows for future expansion**

Yes **No**

**Renovation and/or expansion can meet 10-year service demand**

Yes **No**





## 2 Current Conditions

# Tecumseh

### GENERAL INFORMATION

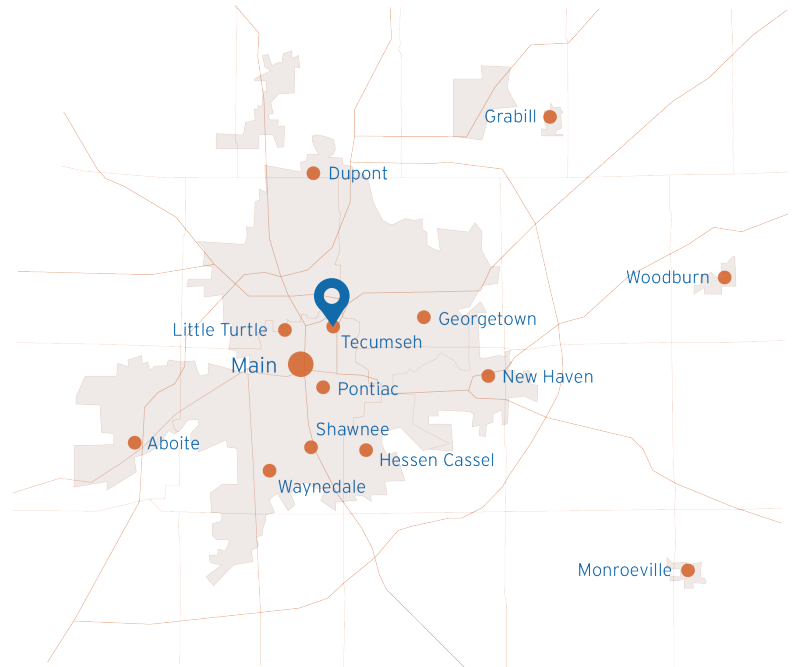
Address	Year Built	Building Size	Site Area	On Site Parking
1411 E State Blvd Fort Wayne, IN 46805	1928 Renovation 1990 & 2005	11,500 SF	0.88 acres	42

### MANAGEMENT INFORMATION

Population Served (1 mile)	14,125
Days Open	6 / week
Hours Open	57 / week
Full Time Staff	5.5

### CURRENT CONDITIONS & KEY FINDINGS

- Good visibility from East State Boulevard
- Parking size adequate, but split is confusing
- Long distance from larger parking lot to entry
- Major systems in fair condition, some end of life
- Meeting room good size but poorly configured
- Size of building prevents acoustical separation
- Staff workspace functional but undersized
- Finishes aging and showing signs of wear
- Wi-Fi robust enough for inside and outside use
- Insufficient electrical outlets for charging
- Quantity of wired PC connections adequate
- Workspace at public computers is adequate



**Adequately sized for current service demands**

Yes No

**Overall building condition**

1 2 3 4 5

Scale: 1 = Poor to 5 = Good

**Site allows for future expansion**

Yes No

**Renovation and/or expansion can meet 10-year service demand**

Yes No



# Waynedale

## GENERAL INFORMATION

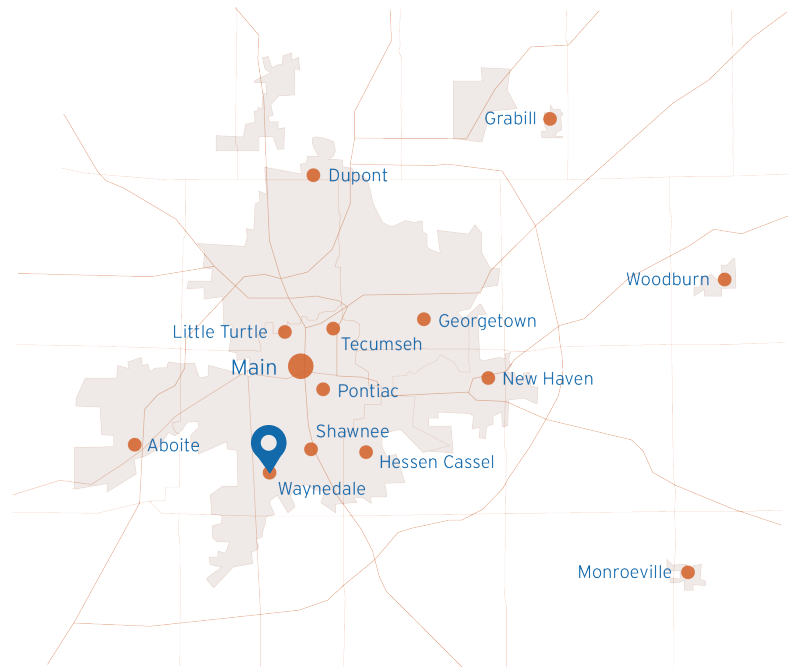
Address	Year Built	Building Size	Site Area	On Site Parking
2200 Lower Huntington Rd Fort Wayne, IN 46819	1971, Addition/Renovation 2005	13,300 SF	2.51 acres	59

## MANAGEMENT INFORMATION

Population Served (3 mile)	7,443
Days Open	6 / week
Hours Open	57 / week
Full Time Staff	5.98

## CURRENT CONDITIONS & KEY FINDINGS

- Good visibility from Lower Huntington Road
- Parking size adequate, but split is confusing
- Major systems in fair condition
- Meeting space old and inadequate
- Interior public spaces not acoustically separated
- Building and site lack full ADA compliance
- Staff workspace small, poorly configured
- Finishes OK but heavy/dark, lighting inconsistent
- Wi-Fi robust enough for inside and outside use
- Insufficient electrical outlets for charging
- Not enough wired PC connections
- Inadequate workspace at public computers



<b>Adequately sized for current service demands</b>	Yes	No			
<b>Overall building condition</b> <i>Scale: 1 = Poor to 5 = Good</i>	1	2	3	4	5
<b>Site allows for future expansion</b>	Yes	No			
<b>Renovation and/or expansion can meet 10-year service demand</b>	Yes	No			



## 2 Current Conditions

# Woodburn

### GENERAL INFORMATION

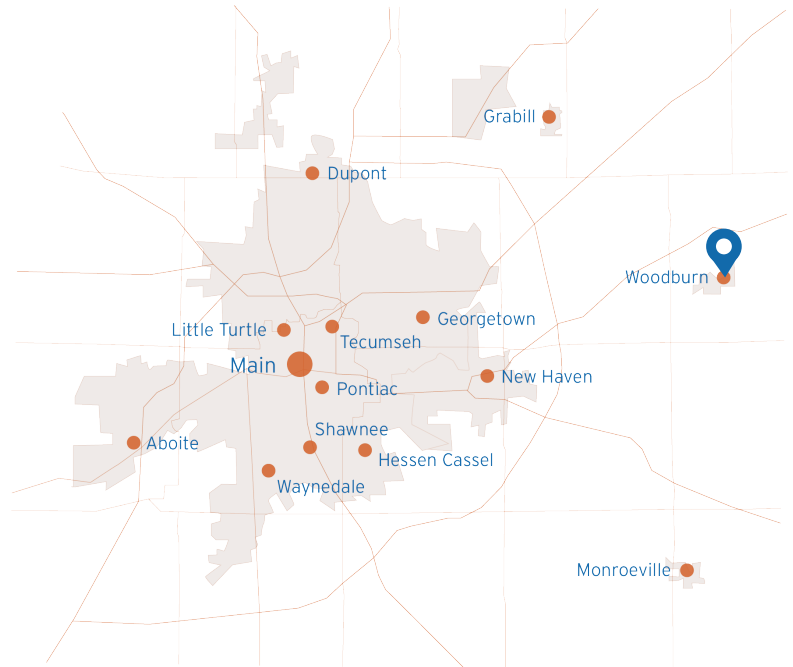
<b>Address</b>	<b>Year Built</b>	<b>Building Size</b>	<b>Site Area</b>	<b>On Site Parking</b>
4701 State Route 101 North Woodburn, IN 46797	2003	8,200 SF	1.45 acres	33

### MANAGEMENT INFORMATION

<b>Population Served (4 mile)</b>	3,664
<b>Days Open</b>	6 / week
<b>Hours Open</b>	41 / week
<b>Full Time Staff</b>	2.25

### CURRENT CONDITIONS & KEY FINDINGS

- Great visibility from State Route 101
- Parking adequate, convenient, ample green space
- Major systems in good condition
- Meeting space undersized for demand
- Size of building prevents acoustical separation
- Clerestory windows nice but cause glare
- Staff workspace is small but functional
- Finishes OK but lack color
- Wi-Fi robust enough for inside and outside use
- Insufficient electrical outlets for charging
- Quantity of wired PC connections adequate
- Workspace at public computers is adequate



**Adequately sized for current service demands**

Yes No

**Overall building condition**

1 2 3 4 5

*Scale: 1 = Poor to 5 = Good*

**Site allows for future expansion**

Yes No

**Renovation and/or expansion can meet 10-year service demand**

Yes No



## 2 Current Conditions

# Main

### GENERAL INFORMATION

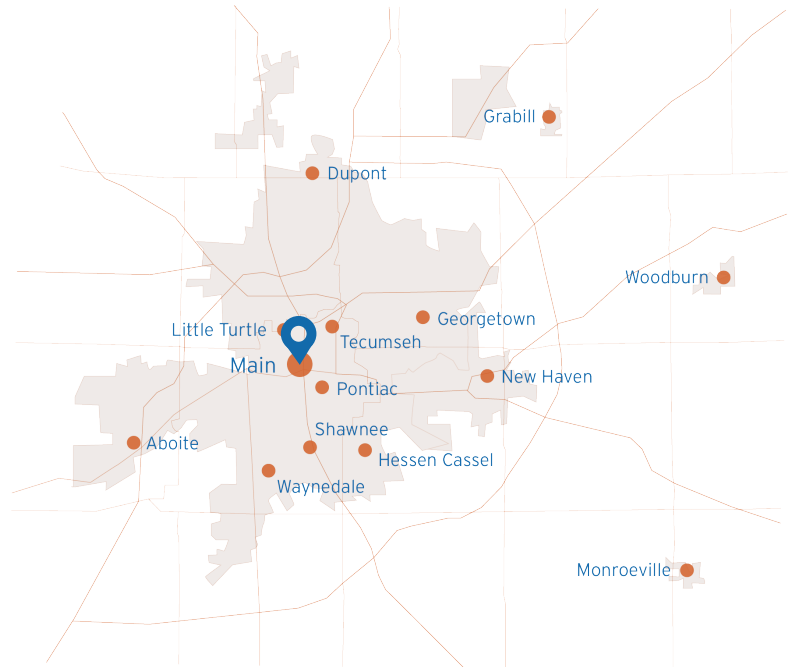
<b>Address</b>	<b>Year Built</b>	<b>Building Size</b>	<b>Site Area</b>	<b>On Site Parking</b>
900 Library Plaza, Fort Wayne, IN 46802	1968, Addition and Renovation 1979 & 2007	367,000 SF	4.13 acres	125

### MANAGEMENT INFORMATION

<b>Days Open</b>	7 / week
<b>Hours Open</b>	71 / week
<b>Full Time Staff</b>	165.75

### CURRENT CONDITIONS & KEY FINDINGS

- Large and spacious, plenty of room for collections
- Wayfinding and collection arrangement confusing
- Large meeting room spaces well used
- No medium or small public meeting room spaces
- Great hall underutilized, loud and echoey
- Plaza side entry dark and unwelcoming
- Noise between Genealogy and Readers' Services
- Empty space where Dunkin Donuts was a tenant
- Little to no visibility into the library from outside
- Wi-Fi coverage inconsistent for different areas
- Availability of PCs and charging inconsistent
- Workspace at PCs adequate except in Genealogy



**Adequately sized for current service demands**

**Yes** No

**Overall building condition**

1 2 3 **4** 5

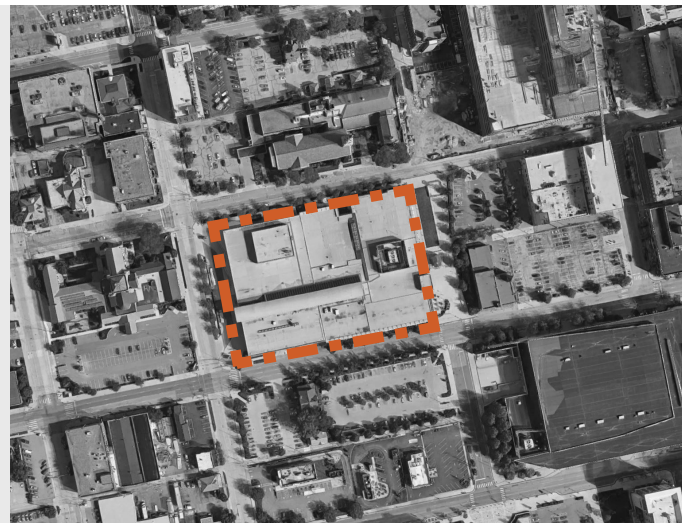
*Scale: 1 = Poor to 5 = Good*

**Site allows for future expansion**

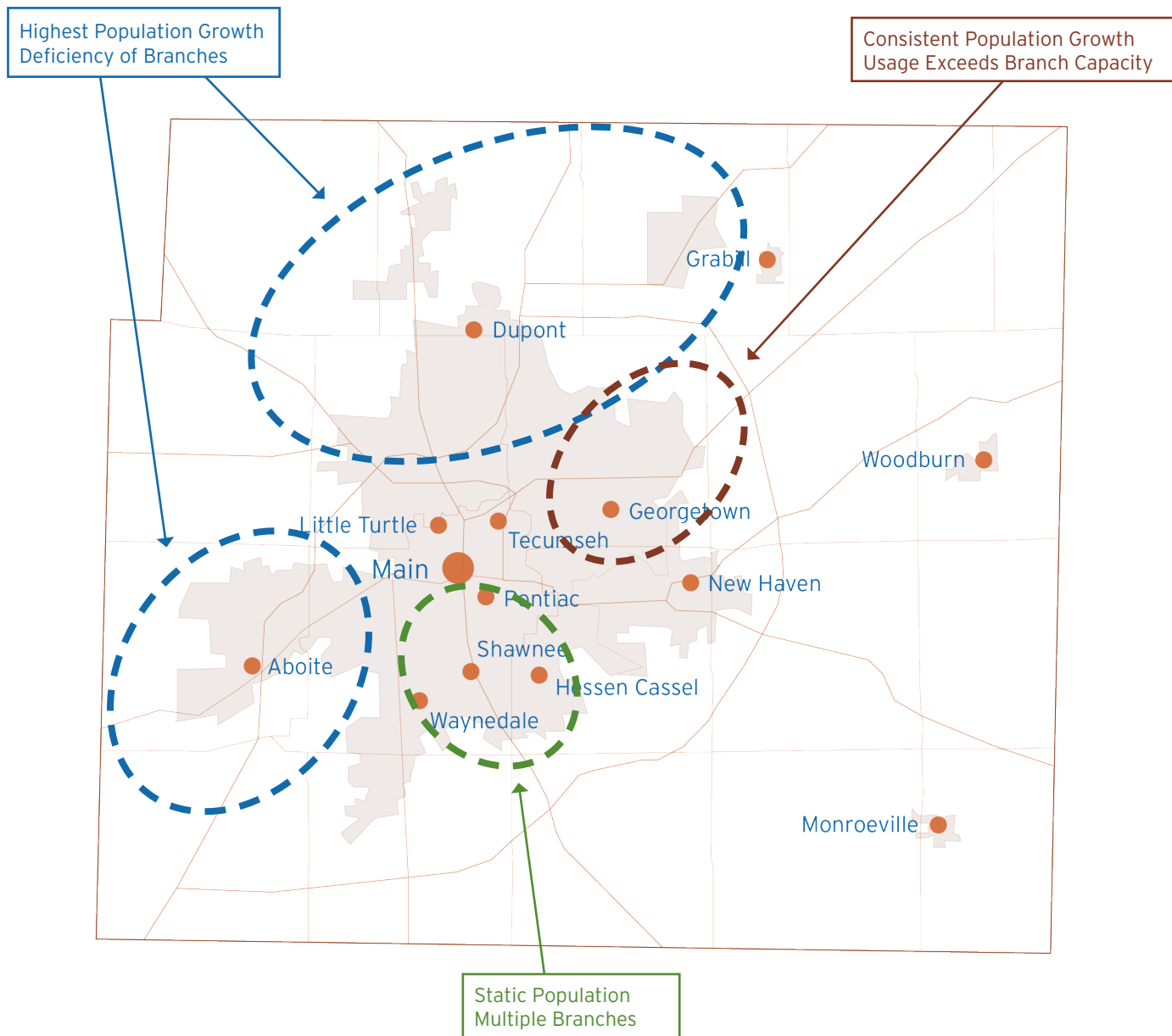
Yes **No**

**Renovation and/or expansion can meet 10-year service demand**

**Yes** No



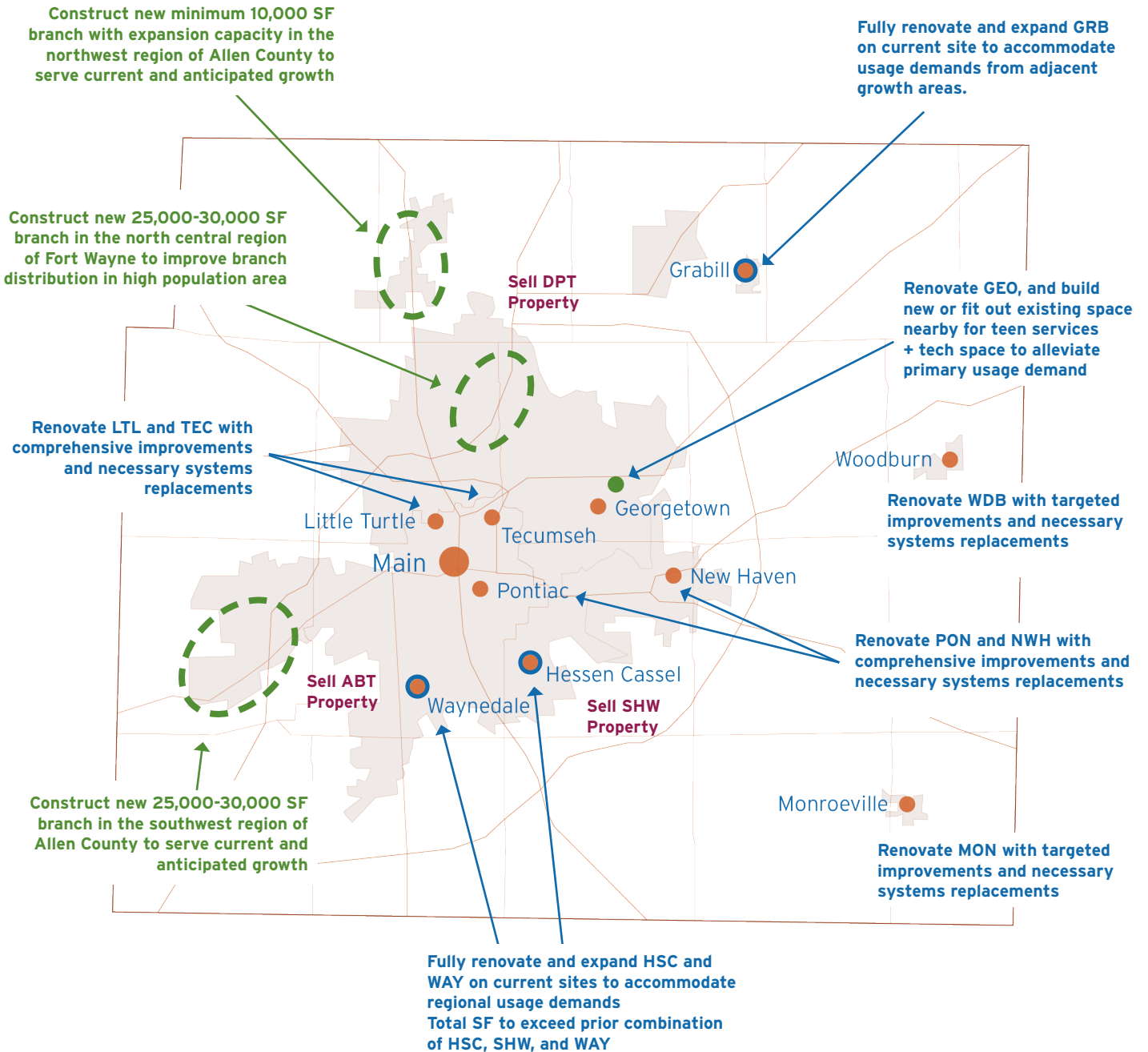
# Demographic Influences



- Incorporated Municipality
- Current Library Branch

### 3 System-wide Facility Options

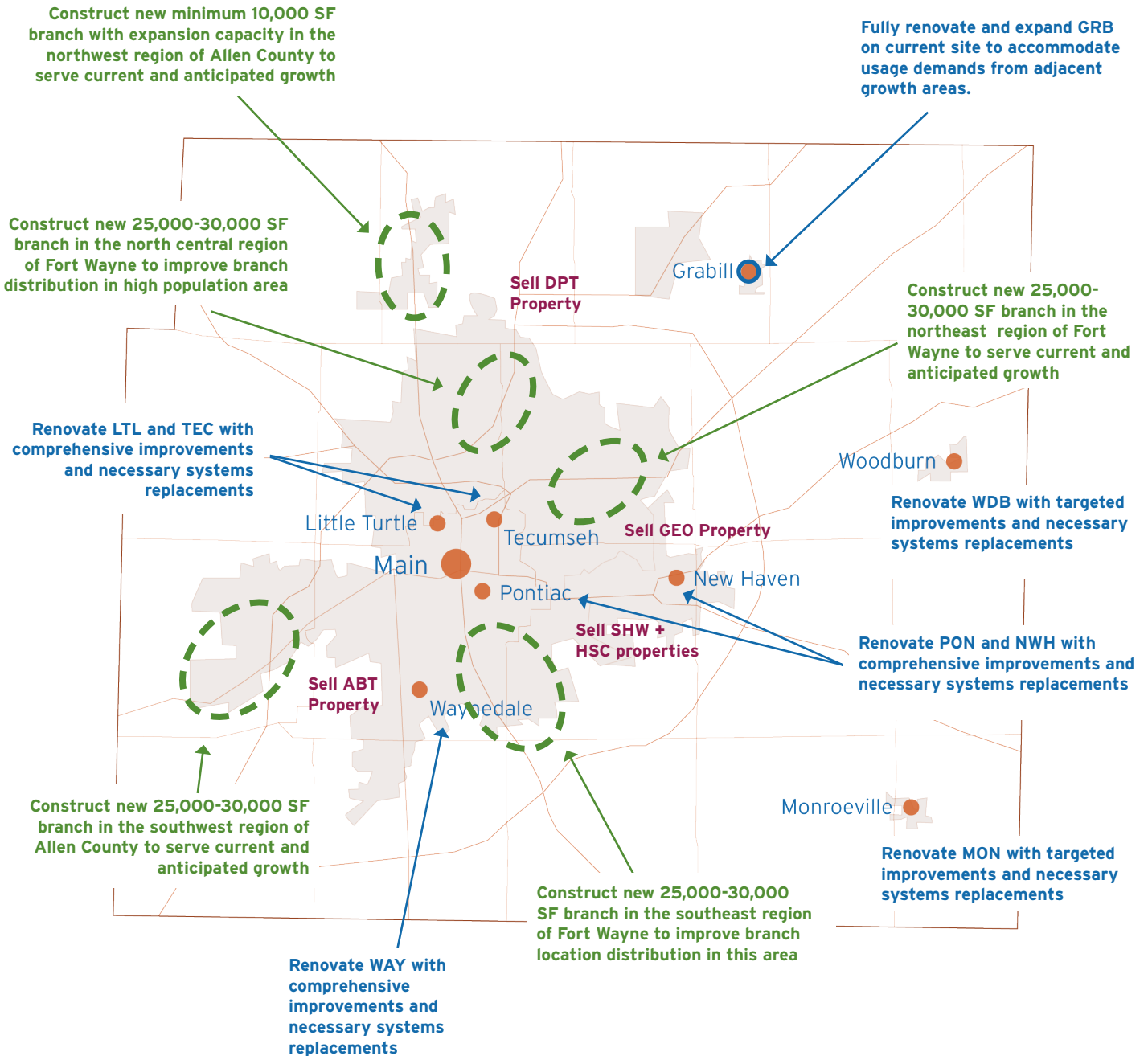
# Option A



- Incorporated Municipality
- Current Library Branch

### 3 System-wide Facility Options

# Option B



- Incorporated Municipality
- Current Library Branch

## 4 Imagine Your Future Library

### GOAL:

**Build upon a foundation of welcoming and engaging places for all ages where lifelong learning, discovery, and personal service thrive and create an even more patron-friendly environment in all locations.**

### WHAT WE HEARD:

- Design spaces to showcase books and other library materials, allowing ease of access and browsability
- Incorporate flexible design strategies allowing ACPL to better respond to evolving service demands over time
- Integrate signage and wayfinding supporting user-friendly, easy-to-navigate, and accessible buildings and grounds
- Add more small and medium sized meeting spaces supporting community conversations, learning, and collaboration
- Create colorful and imaginative youth spaces to inspire a love of reading, learning, and discovery
- Expand the availability of technology and audiovisual resources and accommodate device charging everywhere
- Improve spaces to support STEAM (Science, Technology, Engineering, the Arts, and Mathematics) learning
- Create purpose-built exterior landscapes serving to beautify, while providing space for outdoor programming
- Design to accommodate a variety of programming needs, zoning buildings to separate loud from quiet activities
- Build welcoming spaces to engage residents of all demographics, ages, and abilities



## 4 Imagine Your Future Library

# Children + Teens

As existing library buildings are renovated, ACPL should incorporate the following concepts into the design of its spaces for children and teens:

- Locate close to other active areas and away from quiet areas.
- The overall space should be zoned by developmental age group and the décor should be appropriate for the age of the primary audience.
- Shelving should help define the zones and the height and design of the shelving should vary based on the type of books and materials being shelved. Ideally, most of the shelving should be on casters.
- Signage should be informative, attractive, and easy to change.
- Lounge seating should be durable and comfortable for children and parents/caregivers.

- Tables and chairs of various heights should be available.
- Lines of sight should enable library staff to see most, if not the entire area.

When new branches are constructed, ACPL should also include:

- Interactive activity areas encouraging children to learn through imagination and play.
- Self-check machines for patrons to check-out their materials before leaving the area.
- A family restroom.
- Ample space for stroller parking.
- Separate and appropriately sized teen areas zoned by activity, including quiet and active areas and a separate enclosed space for collaboration.



## 4 Imagine Your Future Library

# Adult

As existing library buildings are renovated, ACPL should incorporate the following concepts into the design of its spaces for adults:

- Adult collections and seating should be located away from active/noisy spaces.
- Signage should be informative, attractive, and easy to change.
- In addition to tables and chairs, there should be comfortable seating options throughout the area, especially near the windows.
- Shelving should be arranged in a logical order and enable patrons to easily find books and other materials of interest.
- Patrons should have easy access to electrical outlets to charge their phones, computers, etc.

- If a service point is included, it should be visible to patrons entering the area and located away from the designated quiet areas.

When new branches are constructed, ACPL should also include:

- A quiet room/area when people can read, study, etc. without being disturbed by others.
- Moveable furniture (e.g., small tables, chairs, etc.) patrons can easily relocate within the space to accommodate their needs.
- Self-check machines in visible and convenient locations so adults can checkout their materials without staff involvement.



## 4 Imagine Your Future Library

# Meeting + Collaboration

As existing library buildings are renovated, ACPL should incorporate the following concepts into the design of its primary large meeting room:

- The primary large meeting room should be adjacent to or easily accessible from the main entrance and close to the public restrooms.
- A small kitchenette with a counter, refrigerator, sink, and storage cabinets should be incorporated.
- A large easily accessible storage closet should be provided for storing tables, chairs, and equipment when not in use.
- Wi-Fi and other technologies must support a variety of programs, meetings, and activities.

Whenever possible, renovated branches should include one or more small meeting rooms with the ability to accommodate 4-12 people using the spaces for a variety of purposes.

When new branches are constructed, ACPL should also include:

- A highly adaptable program room with storage and a sink close to the children's area.
- Collaborative multi-functional spaces where patrons can learn, create, and explore topics of mutual interest.
- A variety of small meeting rooms of various sizes with the ability to accommodate anywhere from 2 to 20 people.
- Meeting spaces of all sizes with robust technology.



## 4 Imagine Your Future Library

# Technology

As existing library buildings are renovated and new facilities designed, ACPL should:

- Provide robust Wi-Fi inside and outside all properties, including parking lots and outdoor seating and program areas.
  - Design spaces with maximum flexibility to accommodate current and future technologies.
  - Locate multiple self-check machines in easy-to-locate areas to best meet patron needs and facilitate use.
  - Provide convenient and centralized access to copiers, printers, scanners, etc.
- Install electrical outlets throughout public areas near tables and chairs and lounge seating so patrons can use and easily charge their devices.
  - Equip meeting and study rooms with up-to-date technology to support presentations, collaborative work, videocalls, etc.
  - Incorporate digital signage throughout buildings to promote library programs and information.



## 4 Imagine Your Future Library

# Outdoor

As existing library buildings are renovated, ACPL should incorporate the following concepts into the design of its outdoor spaces:

- Clearly visible signage so facilities can easily be identified as an ACPL location.
- Well lit parking lots and walkways.
- Attractive and well maintained library grounds.
- Highly visible, easily accessible, and preferably drive-up book drops.
- Easy-to-read and uncluttered library hours signage located at all entrances.
- Conveniently located and accessible outdoor seating, charging areas, bike racks, etc.

When new branches are constructed, ACPL should also include:

- Property large enough to accommodate future expansion of the facility and/or parking.
- A parking lot with a logical and safe traffic flow for patrons in cars, riding bikes, walking, etc.
- A drive-up book drop and/or drive-thru service window where patrons can pick up holds without entering the building.
- Safe and attractive outdoor spaces where patrons can wait for a ride, sit and read, use Wi-Fi, charge a device, enjoy a snack, etc.
- Outdoor programming space.



## 5 Fiscal Implications

Estimates of cost for the recommendations and options account for knowable and predictable costs, and are presented as a range, consistent with a Facilities Master Plan level of detail. The estimates include construction costs (often referred to as 'hard' costs), 'soft' costs, and escalation.

Hard cost estimates for existing facilities are informed by: observable conditions; conversations with ACPL in-branch and facilities staff; detailed facility assessment reports prepared by EMG under separate contract in 2018; a comprehensive systems report prepared by Trane Building Advantage under separate contract in 2020; and the professional judgement of the planning team's professional estimator. Hard cost estimates for proposed expansions and/or new facilities are estimated based on a regional average as-constructed costs for library buildings, on a square foot basis. Note that current market conditions and supply chain disruptions make the level of certainty less predictable, and the estimates represent the team's professional judgement as of the date of this report.

Soft Cost estimates include a wide array of related services and purchases outside of a construction project but necessary for any library facility to be built and operate. These include - but are not limited to: architect and engineering fees, surveys, permits, insurance, construction manager fees; plus - books, furniture, fixtures, equipment, technology, moving costs, and contingencies. These are budgeted based on square foot estimates and as a percentage of construction cost.

Escalation is the estimated increase in costs over time. The recommendations in this plan would necessarily be done in phases to avoid any comprehensive shut-down of facilities and service delivery to Allen County residents. Estimates included here have assumed a three-phase implementation process that would extend over eight years. For purposes of this report, escalation has been calculated at 4.0% annually.

Both options include proposed sale of existing and purchase of new property. The estimates do not yet include assumed value of existing property or cost of new real estate. The charts below outline the range of costs for the less expensive Option A, and more expensive Option B.

	Option A - 50,000 SF added Cost Range \$95 M to \$102 M	Option B - 52,000 SF added Cost Range \$108 M to \$115 M
Aboite	Sell Property + Build New Southwest Branch	Sell Property + Build New Southwest Branch
Dupont	Sell Property + Build New North Central Branch	Sell Property + Build New North Central Branch
Georgetown	Heavy Renovation + New Teen Center	Sell Property + Build New Northeast Branch
Grabill	Medium Renovation + Expansion	Medium Renovation + Expansion
Hessen Cassel	Heavy Renovation + Expansion	Sell Property + Build New Southeast Branch
Little Turtle	Medium Renovation	Medium Renovation
Monroeville	Medium Renovation	Medium Renovation
New Haven	Medium Renovation	Medium Renovation
	New Northwest Branch	New Northwest Branch
Pontiac	Medium Renovation	Medium Renovation
Shawnee	Sell Property + Expand Hessen Cassel + Waynedale	Sell Property + Build New Southeast Branch
Tecumseh	Medium Renovation	Medium Renovation
Waynedale	Medium Renovation + Expansion	Medium Renovation
Woodburn	Medium Renovation	Medium Renovation
Main	Select Renovations	Select Renovations
	15 Libraries: 4 New    3 Renovate/Expand    8 Renovate	14 Libraries: 5 New    1 Renovate/Expand    8 Renovate

## 6 Next Steps

This report is not the end of the conversation. It is, instead, a jumping-off point for a continued dialogue with ACPL's patrons and our community at-large.

We know that Allen County residents are passionate about their library system. Please help us write the next chapter in ACPL's story. In the months to come, there will be many ways for you to stay informed, engage in conversations, and share your feedback regarding the future of ACPL's buildings. Here are a few ways you can continue to be involved.

- Sign up for updates.
- Take our survey.
- Register for the January 10 livestream presentation of initial recommendations and options for ACPL's Facilities Master Plan. Panelists include Susan Baier, Executive Director of the Allen County Public Library; Rick Ortmeyer of Bostwick Design Partnership, June Garcia, Library Consultant, and moderator Kent Castleman, member of ACPL's Board of Trustees and Capital Projects Committee. There will be an opportunity for you to ask questions and share feedback.
- Attend an Open House to learn more about the recommendations and share your opinion.

Information on all of these opportunities and more is available at [www.YourACPL.org](http://www.YourACPL.org).



June Garcia  
Library Consultant