

## EAST REGIONAL LIBRARY



### Facility Data

Facility Type	Community Library
Year Built	1996
Addition (s)	
Renovations	
Building Size, in Square Feet (BGSF)	23,990
Collection Size	100,422
Staff FTE (Full-Time Equivalents)	15.25
2010 Operating Budget, Proposed	\$1,127,945
Estimated Cost to Retrofit Building Systems	\$451,498
Estimated Cost to Retrofit FF&E	\$0

### Facility Analysis

<i>unit of capacity</i>	<i>current 2017</i>	<i>2017 need to standards</i>	<i>current vs. standards</i>
Building square feet (BGSF)	23,990	27,105	88.5%
Site area, in acres	4.92	2.86	172.2%
Parking spaces	124	156	79.7%

### Distance & Drive Times<sup>1</sup>

	<i>library</i>	<i>miles</i>	<i>minutes</i>
Distance to Nearest Library	M	2.84	9
	R	3.80	8
Distance to Central Library		7.56	11

<sup>1</sup> As computed using Yahoo! Local Maps and/or MapQuest.

6301 ? Street, Town? Delaware zip-code

### Demographic Data & Findings<sup>2</sup>

Population Served	63,715
Households with Children	8,495
Persons 17 & Under	15,757
Percentage Persons 17 & Under	24.7%
Persons 18 to 64	40,273
Persons 65+	7,685
Percentage Persons 65+	12.1%
Percentage Asian	3.4%
Percentage Black/African-American	37.1%
Percentage Hispanic	21.2%

### Collections Analysis

Collections for Adults, % of Total Collection	66.6%
Collections for Children/Teens, % of Total Collection	33.4%
Media Collections for All Ages, % of Total Collection	19.0%
Collections, Capacity of Shelving where Housed: <sup>3</sup>	
Reference	40%
Adult Circulating	30%
Teens	70%
Children's Easy/Picture Books	75%
Children's Fiction/Non-Fiction	70%
Media	65%
Industry Standard SF to House Collection <sup>4</sup>	10,060
ADA/User-friendly Standard SF to House Collection	12,575

<sup>2</sup> As provided by ?

<sup>3</sup> Percentages based on a visual inspection by consultants.

<sup>4</sup> Industry standard: Any shelf above 80% filled is "beyond capacity."

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### Analysis of Usage Data

<i>output</i>	<i>measure</i>	<i>ranking</i> <sup>5</sup>
Collection Turnover <sup>6</sup>	3.32	11 of 33
Transactions per Capita <sup>7</sup>	7.34	12 of 33
Transactions per FTE Staff	41,475	11 of 33
Cost Efficiency per Transaction	\$2.33	12 of 33
Transactions per Square Foot (SF)	26.36	13 of 33
Operating Cost Efficiency per SF	\$47.02	3 of 33
Cumulative Ranking		13 of 33

### Findings

As the third largest building in the Library system, the East Regional building is adequately sized. Approaching 15 years of age, the facility does have infrastructure issues which need to be addressed. The site has ample land for both expansion of the building and parking lot. The East Regional Library ranks in the bottom third of each primary usage category, indicating it is an under-utilized library. However, the Library is highly efficient to operate, ranking third best in the entire system.

### Recommendations

Down-size the public service area and use the space gained to house a Computer Lab and a City of ?? service that will benefit residents/businesses in the area. Use the facility as a training center for new employees. Use the Computer Lab for public and staff computer classes. Change from regional to community library status. Beginning in FY2018, save \$300,000 annually through the reduction in public service spaces. Extend hours to 56 per week in 2017.

<sup>5</sup> Comparative ranking with other Delaware Public Libraries.

<sup>6</sup> Computed by dividing annual circulation by total collection size.

<sup>7</sup> Transactions = circulation + reference questions + visits + total program attendance + computer logins.

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### Reprogrammed Service Delivery Mix

Year 2017 & 2027 quantities are based on remaining in this location with extended hours but a different service mix.

<b>Collections</b>	2017	2027
Popular Display	1,000	1,000
Adult Fiction	18,000	19,000
Adult Non-Fiction/Reference	20,000	21,000
Special Collections: Spanish	2,000	2,000
Easy/Picture/Board	7,000	7,500
Youth Fiction/Non-Fiction	11,000	11,500
Teen Fiction/Non-Fiction	1,250	1,500
Media CDs/DVDs	9,500	10,000
Current Periodicals	50	50
<b>TOTAL COLLECTION ITEMS:</b>	<b>69,800</b>	<b>76,050</b>
<b>Computers</b>	2017	2027
Adult	16	18
Youth	6	6
Teen	8	8
<b>TOTAL COMPUTERS:</b>	<b>30</b>	<b>32</b>
<b>Seating</b>	2017	2027
Adult	16	16
Youth	12	12
Teen	10	10
<b>TOTAL SEATS:</b>	<b>38</b>	<b>38</b>
<b>ITEMS PER SEAT:</b>	<b>1,837</b>	<b>1,936</b>
<b>Meeting Room</b>	2017	2027
Seats	50	50
<b>Staff</b>	2017	2027
FTE	7.50	7.50