

SAUCON VALLEY LIBRARY TASK FORCE MEETING

Date: Thursday, June 9, 2011
Time: 5:05 PM
Location: Lower Saucon Township

Present: Lower Saucon Township: Jack Cahalan, Cathy Gorman, Tom Maxfield, Cathy Gorman, Kim LaBrake
Hellertown Borough: Tina Krasnansky; Joseph Pampanin
Hellertown Area Library: Jessica Goedtel, Alison Finkbeiner, Robin Rotherham, Mike Evangelista, Lamar Handwerk

Committees:

Demographic/Statistics:

Alison Finkbeiner
Lynn Koehler
Jessica Goedtel

Building:

Kim LaBrake
Joe Pampanin
Mike Evangelista

Technology:

Gail Nolf
Mike Karabin
Jack Cahalan

Finance:

Reverend Lamar Handwerk
Tom Maxfield
Cathy Gorman
Tina Krasnansky

1. Approval of Minutes from May 12th meeting – Kim asked if there were any comments or corrections? Jessica said she has a correction under Reports, Demographics and Statistics, it says “Jessica said she made photocopies”, and it’s actually “Allie said she made photocopies”. Motion by Mike, second by Lamar for approval of the May 12th minutes, with correction. All in favor.
2. Video – What is a Library? Kim said this is a short You-Tube video. It was taken at ALA Conference in Melbourne, Australia. It’s just a meeting of librarians. Kim asked if anyone had any comments? Ali handed out an article called “The Future of the Library”. It says how the library is going to change and how its’ going to shift to the librarian as a facilitator. It’s very interesting and it says the next library is the place where people come together to do co working and invent projects. When she thinks about her daughter and how things are going to change for her when she goes to school and all the books and the information that are going to be out there. Kim said she gets to read a lot of these things on the school level. A school library where they are there and they have certain tasks and they are being taught how to do things. They are more a traditional than university libraries that the video talked about and that they are changing so much. You have the community library in your town that has a different function. They’ve always had a different function in a way, but now the differences have become much greater.
3. Committee Reports –
 - Demographic/Statistics – Ali said she asked Lynn for circulation statistics by material type. Lynn didn’t provide the statistic number yet for the Task Force. She thought it would be interesting to break it down to see what they are using the most of at the BAPL and how that would affect if you do come to the HAL. They may have to change their budget around and put more money into computers and DVD’s and data bases. Robin broke it down, but wasn’t able to break it down by municipality, but you will be able to assume they are 50/50. There are some numbers for you to see what people are checking out at the HAL. She also asked Lynn to provide a BAPL number as to how many Lower Saucon patrons use the children’s program, adult programs, people using the computers.
 - Technology – Jack said he has some handouts. Mike or Gail couldn’t be here. The question came up at the last meeting about the school district technology and Mike K. said he talked to the Superintendent of the SV School District and the library technology program is encompassed in

with the whole school technology plan, which makes it sound like it doesn't have any special system for library usage. The whole school is on wireless, so the students can access the Internet from anywhere. They also have only four computers in the library for usage. There are no magazines or other materials because of the wide uses of the wireless system. It sounds like it's mostly books and four PC's. On the question about if it was open to the public, Mike said that the school administration said there would have to be a paid supervising person there and that being open to the public would need much discussion. We're not ready to discuss that yet. The other thing Jack is starting to work on is a library technology wish list. He's trying to pull together all of the information they got and he'll try to come back at the next meeting with some of the items on there and go over what they are and see how everyone feels about that. He found a couple of articles and one is about the main branch of the NY library. It's an interesting article as it's a mix between the old and the new. It talks about some of the historic pieces that are on display there and the fact that everyone is working on electronic devices in a room filled with books. Kim said she was on there a couple of days before the last meeting, and that's exactly right. The main reading room is full of people with computers. Jack said there's a new library that opened up at the University of Chicago, the new futuristic library. The interesting thing is that everything is accessed by robotic cranes, but it still has books. You put in what you want and the robot goes down in the basement and brings up what you want. The last article is about a library where they have these lockers where you go online and make your selection and then it's placed in the locker and you can come and pick the books you ordered, even in the middle of the night. It's almost like the book mobile comes out and put them in these lockers. It could be in a community place, almost like a vending machine. He has another article from the American Library Association and it's a policy brief on technology policy. It's available on line at: www.ala.org/ala/aboutala/offices/oitp/publications/policybriefs/index.cfm. It covers such things such as beyond the physical space in the library and all the different emerging trends in the library. They will continue to work on the wish list and try to come back with something that they can discuss and narrow it down.

- **Building** – Kim said she asked her intern to look at super imposing the Hellertown site and color coding where the setbacks were and possible building locations, which are in the blue. This non-man's land for this property line that we don't know exists as we've been told it's not a property line, that's where it exists based on the drawings that were done for the elevator renovation. That's what they claim is the property line. They also sent her a couple of updated plans. They will put the plans into a format when they put a report together. They will keep updating the plans and we'll get to a point where we'll solve the problems, which we can add to this also. There are copies here for anyone to look at. The only other thing we talked about last meeting was the wish list that they said what would go in the library. She updated the program. Last time there were existing needs in the column and then she updated in the proposed needs all of the spaces they talked about. On the basement level, they discussed the meeting room being more efficient. The existing meeting room is 1,245 sq. ft. and bumped it to 1,500 sq. ft. and maybe they'll just look at realigning it to make it square and to make it work. Then in the remarks column, they added 255 square feet to that. She actually took some of it out of the work room area. That's trying to make the space down there to work. On the main level, what was added basically was more space to the children's room. The existing library is over 1,200 square feet and not knowing the demographic numbers yet about how many people may add to this and how many square foot per person, she bumped it to 2,000. It's basically increasing it by about a third. They have a starting point to look at it – square footages. They added a computer room which was one of the things they discussed, 100 square feet. It's about a 20x20 space, like a classroom size, it would be a seminar room. They also talked about having a small conference room of about 200 square feet. Enough to fit a table in with 6 to 8 people. A quiet reading room which is 300 square feet. A small location for CD/DVD rental as you can fit a lot in a small space. A café counter which is 30 square feet. The functions in the library now are 2,000 square feet on that level. If we add what we are looking to add, that's basically adding about 2,000 square feet. On the mezzanine level, the only thing we did is add sort of a team club. We left the youth room the same. There's an area about 240 square feet to house a small teen collaboration area. There's a difference of total programs space of 5,000 in the current library to gross square feet which is multiplied by a factor. That takes care of walls and stairs and

things that are in the way. When you look at it, it's comparable. Whether it's 5,000 or 6,000, it's comparable. It's 25% more to take care of all the bits you have to do for mechanical space. In big letters, there's an increase of space, about 3,000 square feet. That's just a first jump at putting numbers in here. The computer room would contain space for the technology that the group comes up with on their wish list on what can go in there. It's a small seminar space or two or three of them, and that number will obviously change. We included additional accessible toilets. It was one of the issues as we had only the one toilet in the area. At the very bottom, we talked about space for outdoor reading or learning area. She pulled this out as you wouldn't look at the costing of this space as you would with a building. She just threw that 500 square feet together with parking and basically for parking, when Tina sent her the information based on the requirements for Hellertown, you need one parking space for every 400 square feet. Based on the total building with that increase, that would be 24 spaces total. There are eight spaces on the site right now. She added an additional 16 spaces. To figure out a car space, you figure the 10'x20' for the space and an extra 10' behind it. When you bank them together, that's how you get so many square feet. By adding 16 spaces to match that increase, you are basically adding another 4,800 square feet to the parking lot somewhere, wherever that may happen to be. It will be twice the size of the lot you have now, double that and put it somewhere else. That's how it worked out strangely enough when she calculated it. That at least gets you an idea of preliminary sizes and demographics with the amount of people and who would use it and who doesn't. We can come up with a number of people and then adjust the library itself, and the reading room space itself, to accommodate whoever would be using it. The same with the computer space, and when you adjust all of that, it changes the total space and the parking spaces. It's sort of a moving puzzle at this point, but at least, there is something to work with. From that, once as a group when we understand what the space is that we could potentially use, the next piece would be where do you put it on the property and then when we all agree with that, how big it is, we can then look at applying construction cost and estimate numbers by the square feet to provide the number at the end. What typically happens is this will all work and then you say it doesn't work, so you start taking things away or doing some compromises on sizes and locations to get those numbers to be balancing to each other. She will pdf and email this to Jack so they can be disbursed and read them.

- Finance –Tina handed out everyone an email she sent out to her group showing the zoning for the HAL. She said it is in the conservation district. She called to find out about state aid. They said state aid is based on a formula. The criteria in that formula includes population, local financial support, fundraising, service population and that's based on the Library Code of 1964 as amended. Then Tina asked more questions, she was told that in 2003 – 2004, under Governor Rendell, the state legislature decided to forego the above state aid formula and pay a percentage of what each library received the year before. They get the state budget. There's a library line item. They use that. They are getting what that number is, they look at the budget, and then they look at the year. In 2009, they received 20% less than they did the year before. 2010 it was 11% less. In the last two years, library funding was decreased 31%. As they were speaking, they received what's going to happen this year, and it's going to stay level. It's not going to go up or down as far as your funding. The committee asked what will happen if the Township and Borough combined or not combined. Again, this is from the person she spoke to, and she said since the criteria they are using is what you received the year before, no matter what happens here, it does not change. It does not go by that formula anymore. It's going by what they received. Jack said as long as they meet the minimum requirements? Cathy said that was a \$5.00 per capita expense. That was for district libraries. Tina said she asked a couple of different questions and no matter how she asked it, it was the same answer. Kim said they are not using the formula which pulls in all of that information, the population, the district, the size, right now in this world of economics, it doesn't matter. Cathy said whether or not that will change, who knows. Karen Gardner (who later said she previously worked at the BAPL) said as far as she can remember back that has always been the formula that that the State has used for library aid – e.g. to pay a percentage of what they paid the year previously.

4. Community Day – August 20, 2011 - Jack said he heard the discussion here earlier about the possibility that we may want to have a tent at Community Day to provide information to the general public about this

Task Force, both to give them information and receive some input from them. If we do want to do that, the deadline to reserve a booth is July 6th, which is before our next meeting. If we want to do it, let him know and he will put in the registration form to reserve space. The Township will pay for the registration fee, or it may be waived as we're a local municipal government. Robin said the HAL will have a booth this year. Jack said maybe we can piggyback off of that. Robin said they will do the registration and they have a tent. Jack said we need to discuss what we want to put together and what we want to put out. Maybe explain the process we are going through. Someone said we could do a survey or just alert people what's going on. Jack said we can figure out what we want to do, and we can talk about what we are doing. We could explain what we are trying to do. Kim said she could bring a projector. Someone said there is electricity provided. Kim said at least alert people that this is ongoing, Hellertown and Lower Saucon who don't follow their governmental websites. Jack said the committee can answer any questions and maybe they can do a small survey like where do you live, etc. Jack said we can do some FAQ's like the new census numbers versus the old census numbers, who is using what library, what's being spent, questions like that. Ali said you can start out with some general facts about libraries. Jack said they could put some ideas together for the next meeting and for Community Day. There will need to be some people from the Task Force in the tent on different shifts. Kim said if at least there are one or two of us from the committee there throughout the day. Kim said the assignment for the next meeting is to come up with ideas that they can present at the next meeting on what they are presenting. Someone said maybe come up with a rough draft and everyone can add their comments. Kim said if there are any additional questions you do need from another committee, please contact them or Jack to get that information. They will continue to do what they are doing.

5. Assignments for next meeting – Kim said they will put some ideas together for the next meeting.
6. Open Public Discussion – Kim asked if there was anyone in the public who wanted to ask questions or voice their opinion? Allan said while you were discussing technology and handing out your paper, it occurred to him that in the future, all the books are going to be electronic. Therefore, there won't be as much need for the space in the building. It's possible that instead of expanding a building to store no books, you might wind up just rearranging the inside of the building to accommodate the new functions of a library, whatever they are going to be. There's a big thing going on in the computer world about storing everything in what they call the cloud – cloud computing as everything is up on the internet. She could see the book that people read will be stored up on the internet. Possibly what people would use the library for is if they don't have their own computer to use. That would change the whole thinking about what a library is. It's something you have to think about and do some investigation and how that's going to affect your plan for a Saucon Valley library. It might be a lot different than it is now. Kim said what's missing is the computer spaces and the quiet areas and if you look at it in a long range, where you have books standing right now, just like the basement can be arranged if books did not exist. It's anyone's guess in the future if they will or they won't exist. It may be like the NY Public library where it becomes a museum and no one uses the books, but they are all around you. That's one of the hard things about planning any public use as it's a place for public gathering. What is it really going to be used for, what you think it's going to be used for and what it's used for in the future. Jessica said she doesn't think they are going to put recently published books in the cloud. She watches the book market very closely and how the publishers act in regards to e-books. They are changing the pricing so they get the maximum dollars as they are arguing they are losing their hard cover dollars. They are not handling it well. They are putting restrictions on the library books; you can only have 15 check-outs per purchase. The one thing that does exist right now is anything that was published before 1927; it's available and free on the internet. Allan said you are probably going to have to pay a fee for a library in the cloud in order to be able to loan out books to people in the community. Jessica said the publishing companies are fighting it and that's creating a real interesting trend where there's actually a lot of authors out there that don't like the way the publishing companies are treating e-books. They know they don't have the price constraints and binding anymore. There are a lot of authors going into independent publishing. It's very fascinating as we don't know what's going to happen. Allan said one of the things that goes on in the publishing business is they have editors who help an author turn a rough draft into a real book. The quality of the book is going to be important when your e-book, just like it's important with a paper book, you will still need the functioning of a publishing house to turn out quality books. Jessica said she agrees and she disagrees. She has lots of very good quality independently published books where people aren't working through a publishing house and she has some very bad ones.

They are questioning the status quo, do we need an agency to edit our books. It's very exciting how in three years it's completely changed. Tina said it's the same when the books went to paperbacks. The publishers asked were they going to lose money. Jessica said it surprises her everyday how people are acting and how people are changing. You have so much more access to books. At the touch of her fingertips, she can download anything. Allan said they are coming out with the computer translation of languages. Kim said there are software platforms out there now that will translate and read for you whether it's a language, or in her case, her youngest has an learning disability and she qualifies to get her books on the computer in a format so it can be read to her. She likes the library cloud. Allan said it's less expensive. If the state government doesn't want to give you any money, they will be pushing you to go towards something like that. Someone said there are only 1% e-books sales out of total book sales. They still have to go through the entire physical production and pay for the format. Kim said the e-books are pushing you to how many trees they are not killing, but the other side is, how many computer things do you have to dispose of when they go bad. There's the whole balancing act.

Jack said he had an email that came in on our website. It's from a Lower Saucon Township resident. This is the first one they have received. Kim said this was sent today. It is directed toward the Library Task Force. It says "*Good afternoon, I'm a Lower Saucon resident for more than ten years. I use the BAPL on a weekly basis. I would prefer to use the BAPL as it's on my way home from the office, has convenient hours and has a nice collection of books. It offers on line and in person access to many services. I've looked at the HAL website and the offerings are few. I can't order on line and I have to call. Can I reserve books on line? Not that I can see. Can I get an audio book on line? No, not that I can see. Sorry, even the website is amateurish. Do I want my tax money going to HAL? No. I see no reason why Lower Saucon should subsidize a library that I really haven't been able to use*". Robin said their catalog is on line. It's been on line for two weeks. She could renew if she read as it's right on the home page. Robin doesn't think you can't get audio books on line at the BAPL either. Yes, the website is totally geeked out. They are in the process of building a new website. It should be live by the middle of July. It's coming. Their catalog is now on their own website. Kim said the only other thing the person had in it was convenient for her on the way home from work. Cathy said she still would have the ability to go to the BAPL if this were to occur. Robin said she totally agrees with all of that person's comments, but all those things are being taken care of. Jack said he will tell this person they discussed the email and it will be in the minutes on line on LST's website. Someone said these things have been on hold for awhile as they don't have a lot of money. They applied for a technology grant so they could afford that, and it wasn't an additional cost to taxpayers. Kim said we can encourage everyone at Community Day if they don't feel comfortable to talking to anyone in the tent, go to the website and send an email. Jack said we want to stress to people that we are not trying to force the Township residents into the current HAL without any choice. We are trying to look at the feasibility with the proviso that the services are going to be increased, hopefully, to what BAPL is. Kim said it would be interesting if she would respond back after she reads all of this. Kim would wonder how people would feel knowing how much is paid to the BAPL. She's assuming whatever the money is, it's not good enough to send over to HAL, but a lot of people will change their minds that maybe I'm not going to pay as much in tax and get the bulk of services.

7. Next Meeting Date – Kim said the next meeting date is Thursday, July 14th at 5:00 PM at Lower Saucon Township Town Hall. Someone said they are having their giant book sale and if anyone has any books, please drop them off.
8. Motion to Adjourn: Meeting adjourned. The time was 6:15 PM.