

Main Library Collection Shrinkage

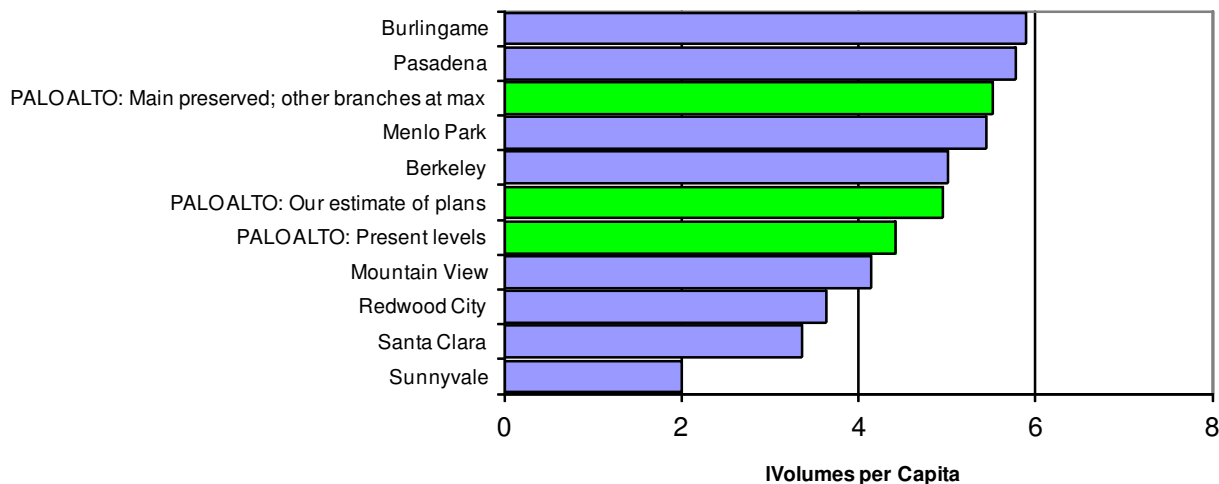
PAN (Palo Alto Neighborhoods) Main Library Committee

April 22, 2013

- In 2008, the city promised Measure N voters that the Main Library would not be downgraded and that its collection space would expand
- However, two years after the election, staff developed plans to cut Main's collection by approximately 1/3 as part of the upcoming renovation
- City staff repeatedly understated the planned cuts, provided incorrect information to the public, and failed to correct inaccuracies put out by city officials
- For over 15 months, city staff also ignored requests from the public for details, violating the California Public Records Act
- Despite some accommodation to our complaints, the final plans for Main will still remove about 18% of the main collection shelving, includes errors, and hides the true loss
- Cutting Main's collection fails to meet the primary Measure N goal of bringing Palo Alto's libraries up to par with other well-funded cities

Library Collections - Volumes Per Capita

excludes eBooks - assumes no growth in Palo Alto population



Graph Sources:

California Library Statistics 2012 (Fiscal Year 10-11)
Palo Alto Library Advisory Commission Meeting February 24, 2011 Packet Attachment 5
Main Library Shelving Plan 9/28/12

MOTION: Council Member Barton moved, seconded by Klein, to take the following actions:

1. Commend the Library Advisory Commission on their hard work, energy and focus in developing the draft recommendations and for their future work in finalizing the report.
2. Conceptually approve, subject to the resolution of the matters described in item 4, these key concepts in the draft report:
 - Maintain all current library locations;
 - Expand services and collections and seek technological and other efficiencies;
 - Make Mitchell Park Library a full service library on a par with Main.
3. Existing general fund revenues shall not grow (other than inflation etc) to cover the library. Additional required funding would come from a parcel tax or other like new source.
4. Direct the LAC and Library and City staff to:
 - Determine methods to reduce operating costs;
 - Determine how big Mitchell Park Library would need to be;
 - Determine facilities growth requirements (if any) at other libraries;
 - Be explicit about service levels at Main/Newell; that they will continue to serve adults, teens and children.
 - Include 4th and 5th grade services at Children's Library.
 - Prepare preliminary cost models/projections/estimates for capital and staffing needs;
 - Develop scaled versions of the recommendations with costs;
 - Outline what would need to happen at the libraries if no funding for the recommendations can be approved.
5. Direct staff to advise Council on source of funds to pay for necessary consultant services to complete tasks in item No. 4.
6. Direct the LAC and staff to return to Council by September 11, 2006.

Council Member Barton said it should be noted the branch libraries would not be downgraded. With the expanded services, collections and technology they would be better. He said Main Library was an important library that continued to serve the same cross section of the community and should not become just another branch library. He further reviewed the numbered items in the Colleagues Memo.

Council Member Klein said the library was a big project with many parts and it was assured no one would agree with every decision. There needed to be a commitment from those concerned to come together. For the library measure to win in 2008, it would need to be well crafted. Essentially, the community needed to be persuaded it was not an extravagant project but

05/15/2006

rather cost effective. He discussed some of the specifics in the Colleagues Memo. He did not believe the community would support to expand library hours by 20 percent due to an increase in the City's operating budget. He noted on page 46 of the staff report (CMR:235:06) Palo Alto was third out of thirteen cities in expenditures per capita for libraries. He recommended a set base of \$5 million from the General Fund with anything above that being financed by a parcel tax. He favored a name change for Main to a significant library donor or worthy deceased Palo Alto who contributed greatly to the community. He hoped the project would move forward.

Council Member Morton was encouraged about the possibility of making a difference to the quality of libraries in Palo Alto. History had shown that although bond measures and parcel taxes did not necessarily pass the first time, the community eventually rallied behind them. He expressed his support for the project.

Council Member Beecham said the Mitchell Park facility was in high demand yet the neighboring community did not support its upgrade. He expressed support for the motion.

INCORPORATED INTO THE MOTION WITH THE CONSENT OF THE MAKER AND SECONDER to add to the second point of item No. 2 of the motion after the words "expand" the following words: "and/or improve access to services and collections and seek technological and other efficiencies"

Vice Mayor Kishimoto suggested expanding or upgrading Mitchell Park library instead of it becoming a full service library on par with Main. She encouraged the LAC to think about renovating the community center area and vacant space at Mitchell Park.

Council Member Klein said the focus should be on full service; a way to make the services at Mitchell Park Library comparable to those offered at Main Library.

Vice Mayor Kishimoto said if the space at Mitchell Park was doubled it would equate to approximately 18,000 square feet, which was closer to Main's 26,000 square feet.

Council Member Klein said he did not believe the square footage had to be the same in order for services to be comparable.

Vice Mayor Kishimoto said she did not want the community to become stuck on the concept of which was the main library. She hoped to see well-chosen sophisticated collections at the branch libraries as opposed to popular

collections that consisted of paperbacks. She expressed concern about an increase in operating costs.

Council Member Mossar concurred with Vice Mayor Kishimoto to not make Mitchell Park a full service library on par with Main. She supported a language change that would help shape the proposed library in a way that was different from the vision sought in Measure D. She expressed support for the motion.

INCORPORATED INTO THE MOTION WITH THE CONSENT OF THE MAKER AND SECONDER in item No. 4 of the motion to identify funding and the strategies for increasing collections.

Council Member Drekmeier mentioned the concept of a tool library, which had been implemented in Berkeley.

Mayor Kleinberg said when thinking about distributed library services, the community had four branch libraries in north Palo Alto, and just Mitchell Park in south Palo Alto. The focus should be on upgrading Mitchell Park as a more resourceful, full service, neighborhood library, and not compare it to Main.

INCORPORATED INTO THE MOTION WITH THE CONSENT OF THE MAKER AND SECONDER to change the last bullet on No. 2 of the motion to upgrade Mitchell Park library services from branch library resource levels (without downgrading Main Library.)

Council Member Barton said his idea was to try and address the notion of not wanting to downgrade Main while not being specific because of the amount of work involved.

Council Member Klein said it should be clear the upgrading of Mitchell Park was not at the expense of downgrading Main.

Mayor Kleinberg said was correct. It would be up to the LAC to look at the balance and distribution of services and allocation of resources. Essentially, Mitchell Park would serve a number of needs in south Palo Alto. She believed it was a bigger challenge to deal with. She expressed concern about capital costs and how to look at them in the longer term. There were a number of ongoing costs that would be included in an expanded library plan whether or not additional hours and training for volunteers was added. She asked about strategies for funding collections and other non-capital costs that might be inherent in what the LAC brought back to the Council.

Council Member Barton said the intent was that a parcel tax would cover the non-capital costs.

Mayor Kleinberg asked what if the City moved against doing a parcel tax.

Mayor Kleinberg said no. There were a number of strategies the PAUSD and Library Division could explore which had not been discussed.

Council Member Morton said the PTA had already taken a position of not wanting adults on school sites during the day.

Mayor Kleinberg said she met with the PTA and that information was not correct.

Vice Mayor Kishimoto noted the Council received a letter from the PTA President asking for more outreach. With regard to the Digital Versatile Discs (DVDs), she was open to implementing a nominal fee. It could help pay for the additional full time equivalent (FTE) staff.

Council Member Drekmeier asked where the capital costs would come from.

Council Member Klein said from a bond measure. The bond measure would pay for construction costs, but other expenses would need to come from another source such as a parcel tax, the General Fund, revenue stream, etc.

Council Member Drekmeier asked whether the City was being locked into a bond measure to cover the capital improvements.

Council Member Klein said no with regard to the language, but yes in practicality. It would be difficult to come up with the monies anywhere else.

Council Member Drekmeier asked about a parcel tax.

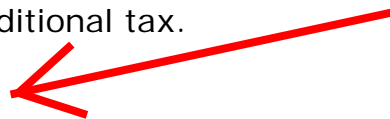
Council Member Klein indicated that was also possible.

Council Member Drekmeier had a concern about bonds in that they borrowed from the future, which at some point had to be paid off.

Council Member Klein said the bond measure carried with it the payment process.

Council Member Drekmeier said it was an additional tax.

MOTION PASSED 8-0, Cordell absent.



Mayor Kleinberg noted the two closed sessions, Agenda item nos. 7 and 8, would not be heard that evening and would be moved to a Special Finance Committee Meeting on Tuesday, May 23, 2006 at 6 p.m.

PUBLIC HEARINGS

Facility	2030 Pop	% City Pop Served	Collection	Coll/ Capita	Seating	Seats/ 1,000	Group Study Seats ¹	Computers	Comp /1,000	Program ming Seats	Story Telling Seats ²	Sq Feet		SF/Capita	
												Low	High	Low	High
North Palo Alto:	25,595	0.339	180,000	7.03	196	7.7	0	34	1.33	0	0	27,273	27,273	1.07	1.07
Children's Library			30,000		46		0	4		0	0				
Main Library			150,000		150		0	30		0	0				
South Palo Alto:															
Mitchell Park	34,202	0.453	150,000	4.39	150	4.4	12	2,741	1.20	100	40	27,188	30,050	0.79	0.88
Neighborhoods:															
College Terrace	7,399	0.098	20,000	2.70	20	2.7	0	4	0.54	0	0	2,392	2,392	0.32	0.32
Downtown	8,305	0.110	12,500	1.51	37	4.5	6	11	1.32	0	0	5,610	5,610	0.68	0.68
Admin/Tech Services	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	3,164	3,164		
Citywide Total	75,500	100%	362,500	4.80	403	5.3	18	11,590	1.19	100	40	65,627	68,489	0.87	0.91
Service Levels Recs:															

Main's need based on population and desired ratios

A relatively modest goal - well below comparable cities

¹ included in total seating capacity
² dedicated seating

Library Service Model Analysis and Recommendations, December 4, 2006
<http://www.cityofpaloalto.org/civica/filebank/blobdload.asp?BlobID=7367>

- Provide high-interest, high-demand materials at smaller branch libraries to increase usage;
- Improve collections across branch system, and establish comprehensive core collections at Main and Mitchell Park Libraries;
- Staff smaller branches with technical staff and phone and Internet access to librarians at Main Library; and
- Continue to be open to community interest in a shared service point, with a school or other entity in southwest Palo Alto.

The Library Advisory Commission presented a draft of their report and recommendations to the City Council on May 15, 2006. After reviewing the report, hearing from the public, and questioning commissioners about elements of the proposed plan, the Council voted unanimously to give the following direction to the Commission.

The Council conceptually approved the following parameters for the LAC's work.

- Maintain all current library locations;
- Expand and/or improve access to services and collections and seek technological and other efficiencies; and
- Upgrade Mitchell Park library services from branch library resource levels without downgrading the Main Library.

The Council stated that existing general fund revenues shall not grow (other than inflation etc.) to cover the library, but rather, the additional required funding for non-capital and operating costs should come from a parcel tax or another source.

The Council directed the LAC and staff to complete the following work by the end of November 2006:

- Determine methods to reduce operating costs;
- Determine how big Mitchell Park Library would need to be;
- Determine facilities growth requirements (if any) at other libraries;
- Be explicit about service levels at Main; that the Main Library will continue to serve adults, teens and children;
- Maintain 4th and 5th grade services at Children's Library;
- Prepare preliminary cost models/projections/estimates for capital and staffing needs;
- Develop scaled versions of the recommendations with costs;
- Identify strategy and funding for increasing collections;
- Provide more analysis of strategies related to City/School partnerships; and
- Outline what would need to happen at the libraries if no funding for the recommendations can be approved.

On October 23, 2006 the Council approved a draft outline for the LAC's final report and agreed to delay two of the directives identified at their May 15 meeting until after the City Auditor's report is completed in Spring 2007:

- Determine methods to reduce operating costs; and

From Group 4 Building Program binder for Main Library, as updated before 2008 election

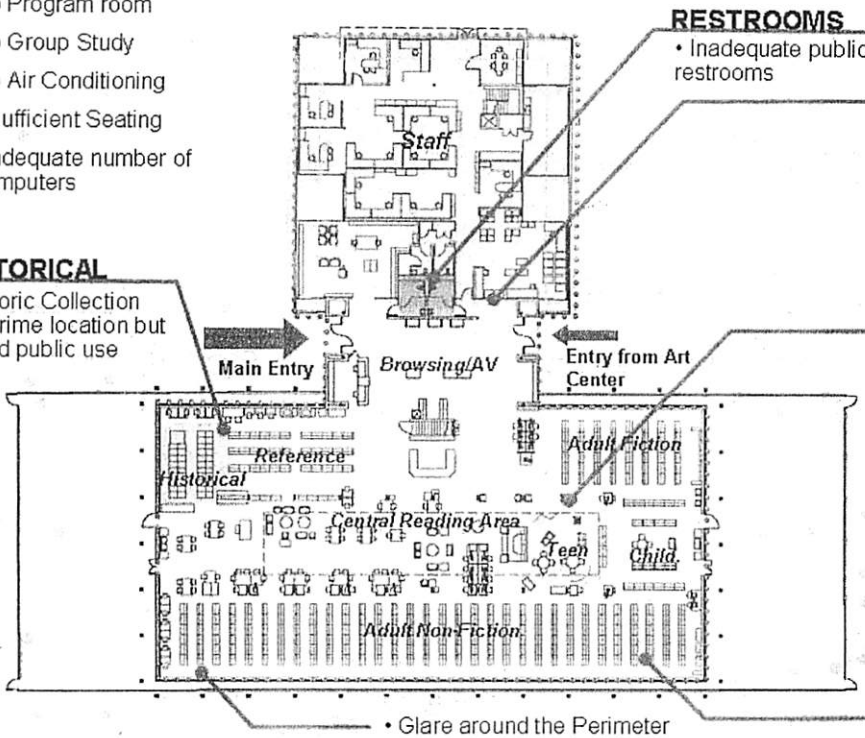
4.1 BUILDING PROGRAM

FUNCTIONAL ANALYSIS

- No Program room
- No Group Study
- No Air Conditioning
- Insufficient Seating
- Inadequate number of computers

HISTORICAL

- Historic Collection has prime location but limited public use



RESTROOMS

- Inadequate public restrooms



BOOK DROP

- Interior book drop not efficient
- Exterior book drop remotely located in parking lot
- Location should be at primary entrance

TEEN AREA

- Small Teen Area w/ no acoustical separation



STACKS

- Poor Lighting @ stacks & Central Seating Area

Working with Kathy Page, of Page and Moris, Group 4 developed a program for the renovation and addition at the Main Library. This program addresses the needs identified in the Needs Assessment, as well as the functional inefficiencies in the existing building.

Program within existing building includes:

- New exterior book drop with relocation of sorting adjacent to primary entrance. Sorting will accommodate automated materials handling unit,
- Expanded Teen area, acoustically separated from other areas of building.
- Bank of public computers, as well as individual computers scattered throughout the building.
- Reference Collection will be reduced, through digitalization of many collection pieces.
- Relocation of historic collection and library filing cabinets to compact

shelving.

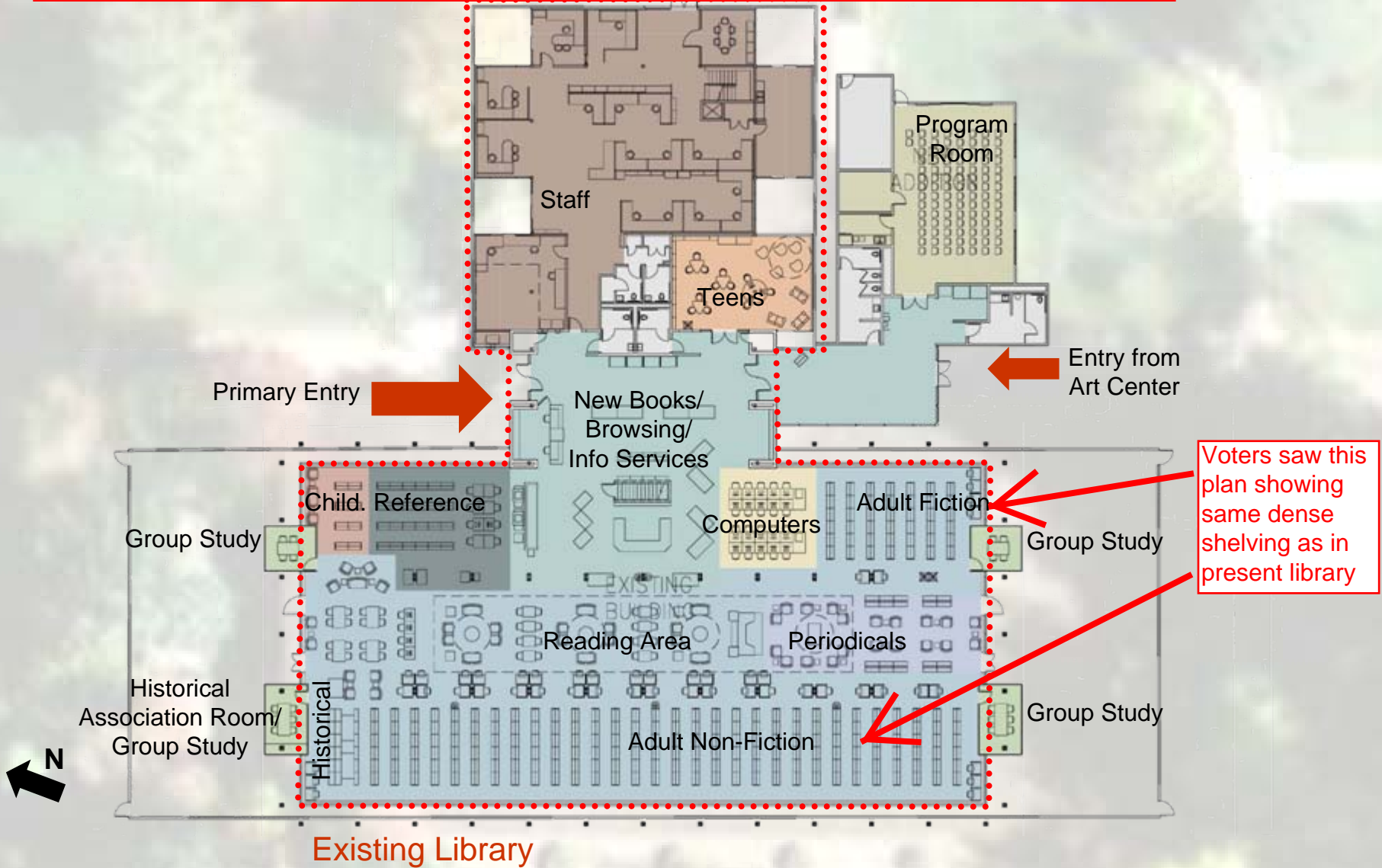


- All other collections to remain similar size, but some are being relocated or reshelved.

Program to be housed in the addition(s) include:

- Three group study rooms.
- One historical association room/group study
- Program room with kitchenette and storage
- Vending area
- Additional public restrooms

From <http://www.cityofpaloalto.org/civica/filebank/blobload.asp?BlobID=11644>
Still appears on library website as of March 27, 2012; created on April 9, 2008



MAIN LIBRARY: SCHEMATIC DESIGN FLOOR PLAN



In approving the ballot language on August 4, 2008, the City Council moved collections from third to first, because it ranked high in polling data

CITY CIUDAD	
CITY OF PALO ALTO CIUDAD DE PALO ALTO	
<i>Nov. 4, 2008</i>	
N	<p>LIBRARY FACILITIES, COLLECTIONS, SAFETY IMPROVEMENT BOND. To provide additional space to expand library collections, add new children's and group program areas, replace outdated lighting, provide modern ventilation and air conditioning systems, ensure seismic safety and enhance disabled access, shall the City of Palo Alto issue bonds up to \$76,000,000 to construct a new energy-efficient Mitchell Park Library and Community Center, expand and renovate Main Library, and renovate Downtown Library, with annual audits and independent citizen oversight?</p> <p>BONO PARA ESTABLECIMIENTOS, ADQUISICIONES Y MEJORAS DE SEGURIDAD DE LA BIBLIOTECA. A fin de proporcionar espacio adicional para ampliar la adquisición de material para la biblioteca, agregar nuevas áreas para programas de niños y de grupos, reemplazar la iluminación obsoleta, proporcionar sistemas modernos de ventilación y aire acondicionado, garantizar la seguridad sísmica y mejorar los accesos para discapacitados, ¿debe la Ciudad de Palo Alto emitir bonos hasta \$76,000,000 para construir una nueva Biblioteca Mitchell Park y Centro Comunitario que ahorre energía, expandir y renovar la Biblioteca Principal, y renovar la Biblioteca del Centro de la Ciudad, con auditorías anuales y supervisión ciudadana independiente?</p>
	YES ← <input type="checkbox"/> SI ← <input type="checkbox"/> NO ← <input type="checkbox"/> NO ← <input type="checkbox"/>

MEASURE N

CITY ATTORNEY'S IMPARTIAL ANALYSIS OF MEASURE N

Measure N was unanimously placed on the ballot by the Palo Alto City Council to ask voters to approve issuing bonds up to \$76,000,000 to finance:

- (1) replacement of the existing Mitchell Park Library and Community Center buildings with one new, larger joint-use library and community center,
- (2) expansion and renovation of Main Library; and
- (3) renovation of Downtown Library.

This measure will pass if two thirds of those voting on the measure vote "yes." The bonds would be repaid through a real property tax within the City, based on the assessed taxable value of property, which is formulated from the purchase price, not the current market value, of the property. According to the tax rate statement provided by the City's Financial Advisor, the best estimate of the highest annual tax rate to property owners is \$28.74 for each \$100,000 of assessed value.

In administering the bond proceeds, the City is required to comply with rules under State law for financial accountability and reporting. In addition, the City Council has required the formation of a Citizen's oversight committee to monitor the projects.

In 2007 the City Auditor completed an Audit of Library Operations which found that Palo Alto libraries are cramped and dilapidated in comparison to nearby libraries and recommended that the City address facility problems including overcrowding, poor lighting, and inadequate meeting space. The bond proceeds would be used for the following projects to address the Auditor's recommendations:

- New Mitchell Park Library/Community Center: The existing library was constructed in 1958 and expanded to 11,000 square feet in 1974. The existing 10,000 square foot community center was constructed in 1970. One new joint use facility with an energy-efficient, environmentally sustainable design would replace both structures in the same location, and include a shared entry with approximately 36,000 square feet of library space to accommodate larger collections, reading and meeting areas and approximately 15,000 square feet of community center space. The project would be constructed to current building codes which would enhance seismic and fire safety. The project construction cost estimate is approximately \$50,000,000.
- Main Library Expansion and Renovation: The existing 26,000 square foot library building was constructed in 1958. Up to 5,300 square feet would be added for collection space, a program room, group study rooms and new public restrooms. Structural, seismic, electrical, mechanical, and lighting upgrades and enhanced access for individuals with disabilities would be completed throughout the entire building. The historic integrity of the building would be maintained. The project construction cost estimate is approximately \$18,000,000.

CITY ATTORNEY'S IMPARTIAL ANALYSIS OF MEASURE N - Continued

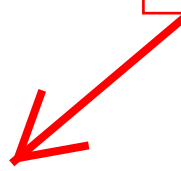
• Downtown Library Renovation: Improvements would add updated lighting, larger seating areas and meeting rooms, and new computer areas. The project would improve access for individuals with disabilities, and would be constructed to current building codes which would enhance seismic and fire safety. The project construction cost estimate is approximately \$4,000,000.

Bond issuance costs will be approximately \$4,000,000. Bond proceeds may legally be used only to pay for design and construction of these three projects, not for staffing and maintenance.

Dated: August 12, 2008

/s/ Gary M. Baum
City Attorney

The City Attorney detailed that Main would get more room for collections, again listed first



MAIN PROGRAM DEVELOPMENT








- Maintain current collection size capacity and seating
- Focus on upgrading building infrastructure such lighting, HVAC, energy, ADA
- Provide for meeting room and group study spaces

EXISTING ANF + AF/Genre COLLECTION

- 336 sections for ANF, on 10" deep shelves, ranging from 5-7 shelves high
- 102 sections for AF, on 10" deep shelves, ranging from 6-8 shelves high
- 8,190 LF of shelving
- On shelf capacity = 80,228 items
- Collection capacity = 89,907 items

Note that architects said they were preserving capacity. Actually, they didn't.

This was an estimate and proved to be low by about 12,000 items

Palo Alto Main Library		
SERVICE AREA	HAVE	2030 NEEDS
	2005 Population: 22,565	2030 Population: 26,765
 COLLECTION	121,000 Books/Materials 5.4 vol/capita	121,000 Books/Materials 4.5 vol/capita
 SEATING	136 Seats 6.0 seats/1,000 pop	154 to 160 Seats 5.8 seats/1,000 pop
 COMPUTERS	30 Computers (20 desktops & 10 laptops) 1.3 comp/ 1,000 pop	43 Computers (30 desktops & 13 laptops) 1.6 comp/ 1,000 pop
 CHILDREN'S PROGRAMMING	No dedicated space	No dedicated space
 GROUP STUDY¹		18 to 24 Seats
 PROGRAM SPACE		100 Seats
STAFF WORK AREA & STORAGE	4,800 sf	4,800 sf
 BUILDING SIZE²	21,313 sf 0.94 sf/capita	LOW: 23,076 sf 0.86 sf/capita HIGH: 26,822 sf 1.0 sf/capita

This wasn't the full need determined before, but rather assumed the collection would stay the same size. Given population growth, this means fewer volumes per capita

The architects significantly undercounted existing shelves for both ANF (Adult Non-Fiction) and AF (Adult Fiction). Main actually has about 15% more linear feet of shelving than reported here, and thus greater capacity.

MAIN PROGRAM BACKGROUND

CURRENT ADULT COLLECTION SHELVING CONDITIONS & SERVICE IMPACTS

Untrue: we surveyed every shelf and found they were only 83% full

Untrue: most sections have 6 shelves, some 7, but none have 8



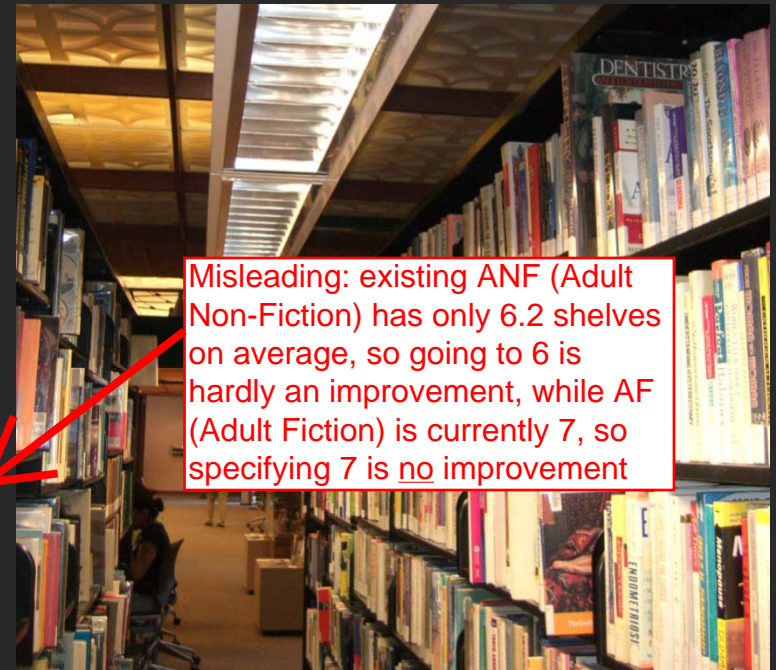
Current circulation rates for ANF (Adult Non-Fiction) and AF (Adult Fiction)

- shelves are 100% full
- full use of top + bottom shelves
- too many shelves – 7-8 per section
- ANF shelves too shallow (10" deep) – encroaches into aisle width
- aisles at minimum 36" width required for ADA
- massive, monolithic and overwhelming
- discourages browsing
- suppresses checkout rates – circulation rates for ANF = 10% and AF = 13%
- Labor intensive to shelve + maintain collection
- reflection of the accessibility and overcrowding of the collection = "warehouse effect"

MAIN LIBRARY: existing shelving

PLANNING FOR ADULT SHELVING CONDITIONS & SERVICE IMPACTS

- plan for only 80% of the shelves full, allows for easier re-shelving of materials and create more room on each shelf so that there is breathing space
- plan for 6 shelves max. for ANF and 7 shelves max. for AF per section making the collection easier to access
- plan for 12" deep shelves for ANF to allow for min. 36" width clear
- add stack end displays to advertise what is in the collection
- plan for circulation rates for ANF = 20% and AF = 25% respectively



Misleading: existing ANF (Adult Non-Fiction) has only 6.2 shelves on average, so going to 6 is hardly an improvement, while AF (Adult Fiction) is currently 7, so specifying 7 is no improvement



The plan to use doubled circulation rates

MAIN LIBRARY: existing shelving

**PALO ALTO LIBRARIES
 SYSTEM-WIDE COLLECTION**

DRAFT 2010-11-05

57,809 2006 Est. Pop per US Census

82,184 2030 Projected Population

TOTAL COLLECTION

REVISION	Mitchell Park	Main Library (w/ hist.)	Main Library (w/o hist.)	Downtown	Children's	College Terrace
2006-11 Needs Assessment <i>est. 2006 pop (US Census)</i> <i>Needs Assessment 2030 Pop</i>	150,000	121,000		12,212	36,000	18,900
Schematic Design	150,662	121,000		12,212	36,000	18,900
2009-04-17 KP Revised Program (MP)	148,932	121,000		12,212	36,000	18,900
2009-09-17 LAC (DT)				17,500 to 24,752		
2010-06 Collection Info						
2010-11-04 Baseline <i>est. 2006 pop (US Census)</i> <i>Needs Assessment 2030 Pop</i>	148,932	98,113	to 102,433	17,500 to 24,752	45,871 *	12,011 *
2010-11-04 Phase 1 Opening Day <i>est. 2006 pop (US Census)</i> <i>Needs Assessment 2030 Pop</i>	137,861	83,449	to 87,769	17,500 to 24,752	45,871 *	12,011 *
2010-11-04 Phase 2 Future Option <i>est. 2006 pop (US Census)</i> <i>Needs Assessment 2030 Pop</i>	146,645	87,049	to 91,369	17,500 to 24,752	45,871 *	12,011 *

* Children's and College Terrace Collection Data based on June 2010 data

Even though this is the highest possible number for the collection, it is 42,280 lower than the 133,649 volumes in Main as of December 31, 2010. Also, these numbers include circulation doubling, so the true drop is approximately 10,000 greater.

**CITY OF PALO ALTO
MEMORANDUM**

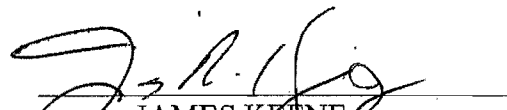
TO: HONORABLE CITY COUNCIL
FROM: CITY MANAGER **DEPARTMENT:** LIBRARY
DATE: NOVEMBER 8, 2010
SUBJECT: Potential Topics of Discussion for the Joint Study Session Special Meeting with the Library Advisory Commission

Below are the potential topics of discussion for the joint study session with the Library Advisory Commission scheduled for November 8, 2010 at 6:30 PM.

- 1) Introduce and review library changes and LAC accomplishments in the past year
- 2) Discuss library trends and recent decisions:
 - a) Seating and shelving at Mitchell Park Library
 - b) Seating and shelving at Main Library
 - c) Possible relocation of Guy Miller Archives to Palo Alto History Museum in Roth Building
- 3) Discuss LAC priorities for the upcoming year
- 4) Q & A



DIANE JENNINGS
Library Director



JAMES KEENE
City Manager

flexibility to reintroduce shelving or to accommodate new technologies as they are introduced and demand different space configurations.

LAC Resolution: The proposal developed by the architects and accepted by the LAC for Mitchell Park Library creates wider 42 inch aisles in all collections and adds 18 seats. A pro/con table is shown below.

PROS	CONS
<ul style="list-style-type: none"> ● LSMAR collection goals are maintained ● Wider aisles improve accessibility and browsability of stacks for patrons ● Supports increased physical use of new libraries ● Integrates library design best practices, factoring in the increased proportion of electronic collection ● Maintains the option to add new shelving later (less costly to add shelving than to remove shelving) ● Allows flexibility for new services and technology (e.g. ebook download stations) 	<ul style="list-style-type: none"> ● Less space for future growth of print collection ● Extra furniture cost cannot come from bond money

This greatly understated the collection shrinkage identified in the previous spreadsheet. The writer misunderstood the total decline and reported only one aspect.



2b) Seating and Shelving at Main Library

The adult non-fiction and fiction print collections are projected to change from 72,528 volumes to 57,864 or 62,184 volumes. The size of the adult non-fiction and fiction print collections under the revision will depend on the location of the historical archives, which are currently housed in the Main Library. These could be relocated to the Palo Alto Historical Museum.

LAC Resolution: The proposal developed by the architects and accepted by the LAC for Main Library creates wider 42 inch aisles in all collections and more window seating.

2c) Possible Relocation of Guy Miller Archives to Palo Alto History Museum

In October, a plan was presented to the LAC to move the city-owned Guy Miller archives from its current location at Main Library to the future Palo Alto history Museum in the renovated Roth Building. Moving the collection will free up floor space at Main Library for additional seating and/or shelving. Consolidating the archives and the historical collections will provide better access to the historical reference materials for professional research and citizen use. The Palo Alto History Association will further discuss this issue at its next meeting and bring it back to the LAC later this year.

3) LAC Priorities for the upcoming year

It will be the responsibility of the next Commission to select its priorities. We expect that to be in the Programs and Services which accompany the new facilities.

From email obtained through CPRA request

From: Minto, Mary [Mary.Minto@CityofPaloAlto.org]
Sent: Monday, November 29, 2010 2:16 PM
To: Dawn Merkes; Himmel, Ned
Cc: Jonathan Hartman; Van Aken, Cornelia; Andrea Will
Subject: RE: [dsfna] Update on Main Library

Thanks Dawn. We'll await more information from you.
Mary

From: Dawn Merkes [mailto:DMerkes@g4arch.com]
Sent: Monday, November 29, 2010 1:29 PM
To: Himmel, Ned
Cc: Minto, Mary; Jonathan Hartman; Van Aken, Cornelia; Andrea Will
Subject: Re: [dsfna] Update on Main Library

Ned and Mary we are working on this and will send additional info to clarify our matrix- Dawn
Sent from my iPhone

On Nov 29, 2010, at 9:21 AM, "Himmel, Ned" <Ned.Himmel@CityofPaloAlto.org> wrote:

I'll wait for Group 4's figures, but now understand the 133,000 is not a good baseline since it includes items temporarily placed in Main, so whatever figure we agree on should be Main-specific collection. And that seems to be either 98,113 with historical collection or the 121,000 figure (the needs assessment figure). I think the 87,800 came from reduced Main without historical collection on reopening day. I think I'm getting more confused as I write this...

Ned Himmel, Interim Library Director
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Ned.Himmel@cityofpaloalto.org
www.cityofpaloalto.org/library

From: Minto, Mary
Sent: Wednesday, November 24, 2010 6:29 PM
To: Himmel, Ned
Cc: 'Jonathan Hartman'; 'Dawn Merkes'; Van Aken, Cornelia
Subject: RE: Fwd: [dsfna] Update on Main Library
Sensitivity: Confidential

Minto tells him the drop is 34% vs. his calculation of 35%. I said over 40,000 below and Minto thinks that may be wrong but isn't sure. Yet her calculation of 133,000 - 87,800 means a drop of 45,200 volumes.

Ned, you are correct Main's collection size as June 2010 was 133,000. An opening day collection of 87,800 is a reduction of 34%, not 35%, and your figures for 2006 are correct. After reviewing the attached emails from Jeff and Bob, as well as Jeff's set of materials I think there is a need to clarify what the library's statistics represent, and what the "20%" reduction is, and finally and most importantly what the overall size of the collection at Main going to be. I missed how we got to the 87,800.

I've tried to clarify the issues as I see them on the attached document. I warn you it is a bit daunting. I've been wrestling with a way to simplify and clarify the issues, and I think we'll get there soon. When Group 4 answers my questions on the attached document then I think we'll be able to clearly state what the collection reductions will be. At this point I think Jeff may be overstating them, but I can't be sure til I get Group 4's answer about the total collection sizes at Main. If the opening day collection of both books and

Not supplied to us, although covered by the CPRA

media is going to be 87,800 then there will be a reduction to the collections beyond the adult and nonfiction book collection, or it will be more than the Group 4 slide represents for that collection. Bob Moss thinks there will be a reduction of less than 20,000 volumes and that is not correct. When we say we are reducing the Main collection is the figure we give the reduction from 2006 or 2010? We need to be clear on that.

I'm looking forward to the next step on this so we can clear this up long before Dec. 6
Mary

From: Himmel, Ned
Sent: Friday, November 19, 2010 2:39 PM
To: Minto, Mary
Cc: 'Jonathan Hartman'; Dawn Merkes; Van Aken, Cornelia
Subject: FW: Fwd: [dsfna] Update on Main Library
Sensitivity: Confidential

Minto tells Himmel that Bob Moss is wrong, yet no email indicates anyone told Moss, Cormack, Beecham, etc.

Why is any of this confidential?

Mary, can you confirm the figures for Main? I wrote down 133,000 as the current size collection. If we reduce opening day to 87,800 that would be a 35% drop, correct? And a 28% drop from the 2006-11 needs assessment (121,000 to 87,800) Following is email string from Mr. Levitsky. We need to weed! Ned

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From: Ned A Himmel [mailto:nhimmel@sbcglobal.net]
Sent: Friday, November 19, 2010 2:23 PM
To: Alison Cormack
Cc: Beecham, Bern (external); Susie Thom; Lenore Jones; Himmel, Ned
Subject: Re: Fwd: [dsfna] Update on Main Library

I will. I do not believe Jeff's figures are correct but I'm checking. N

--- On **Fri, 11/19/10**, Alison Cormack <acormack@sbcglobal.net> wrote:

From: Alison Cormack <acormack@sbcglobal.net>
Subject: Fwd: [dsfna] Update on Main Library
To: "Ned A Himmel" <nhimmel@sbcglobal.net>
Cc: "Bern Beecham" <bern@beecham.org>, "Susie Thom" <thomskt@aol.com>, "Lenore Jones" <lenore.jones@yahoo.com>
Date: Friday, November 19, 2010, 11:02 AM

Hi Ned,

Bob is probably keeping you in the loop on this, but in the event you write anything up refuting numbers or otherwise explaining the situation in more detail, could you please just share it with us?

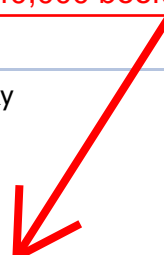
Many thanks,

Alison

Begin forwarded message:

From: "Jonathan Foster" <jfoster@jfoster.net>
Date: November 19, 2010 9:47:41 AM PST
To: <acormack@sbcglobal.net>
Subject: FW: [dsfna] Update on Main Library

My claim that the plans at the time meant Main would lose over 40,000 books



More ...

From: dsfna@yahoogleroups.com [mailto:dsfna@yahoogleroups.com] **On Behalf Of** Jeff Levinsky
Sent: Friday, November 19, 2010 9:23 AM
To: dsfna@yahoogleroups.com
Subject: Re: [dsfna] Update on Main Library

My estimate for the unfortunate planned reduction of over 40,000 books at the Main Library is clearly explained at <http://levinsky.org/declineatmain.pdf>. All my numbers come from official documents of the library and the architects, and you'll find clickable links to each source so you can check the veracity. My hope is that by publicizing this problem before the cuts occur, we can avoid another disaster like the California Avenue tree removal and the subsequent finger-pointing between city officials.

I look forward to more recent numbers from the library, but the math below is clearly off, because going from 97,176 books down to the 62,184 level the city is aiming for (which assumes the historic collection leaves) is a 36% reduction, not 20% or less.

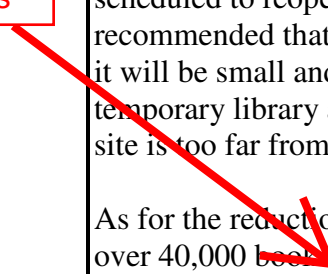
I'd also like to thank all the folks who have called and written to me and it's great to see a neighborhood that cares about its library.

Jeff

----- Original Message -----

From: Bob Moss
To: dsfna@yahoogleroups.com ; Jeff Levinsky
Sent: Friday, November 19, 2010 9:03 AM
Subject: Re: [dsfna] Update on Main Library

One of many incorrect numbers Moss uses



Here are some clarifications on Jeff's concerns. The schedule that he refers to which appears to show Main closing in the spring of 2012 before Mitchell Park opens was wrong. The correct schedule was shown to the Finance Committee Tuesday and to the LAC Thursday. Mitchell is scheduled to reopen in July 2012 and Main is scheduled to close in August 2012. The LAC recommended that a temporary Main library be set up in the Art Center auditorium even though it will be small and mainly valuable for returning and picking up reserved books. Having a temporary library at Cubberly to supplement the Art Center was discussed but it was felt that the site is too far from Main and wouldn't satisfy most people's desire for a nearby facility.

As for the reduction in adult collection at Main, I continue to disagree with Jeff's estimate of over 40,000 books. The maximum reduction will be 20% so even using the median 2006

From email obtained through CPRA request

From: "Himmel, Ned" <Ned.Himmel@CityofPaloAlto.org>
Date: Thursday, December 02, 2010 5:26 PM
To: <leohochberg@gmail.com>
Cc: "Shepherd, Nancy (internal)" <Nancy.Shepherd@CityofPaloAlto.org>
Subject: FW: Library Renovations

Leo, Nancy Shepherd received this email. Do you want to respond? Nancy did a great response but if you want to add anything, that would be good. It would be good to have a "standard" response for emails like this or articles like Diana Diamond today. Let me know if I can provide any support or info.

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-----Original Message-----

From: Shepherd, Nancy (internal)
Sent: Thursday, December 02, 2010 10:50 AM
To: Cherie Long
Cc: Himmel, Ned
Subject: RE: Library Renovations

Hi Cherie,

I will forward you comments to our interim Library Director Ned Himmel and the the Library Commission (note to Ned, can't find Leo's email on the City site can you forward please).

However, as liaison to the commission I have watched their deliberations on this item. These are some of the considerations. 1) it is less expensive to install more shelving if needed in the libraries after completion than it is to remove shelving if ebooks become more popular than expected, 2) widening the shelving from 36 to 42 inches will make the book volume more accessible and studies indicate that this increases circulation, and 3) the city library collection is being increased by about double once the libraries re-open, yet it will take time to bring this volume up to the new capacity. Remember, the bond does not cover the purchase of books. Since ebooks are beginning to become an establish presence in public libraries it seems wiser to open up the library with space until volume capacity is established in this new electric world. This opens possibilities and leaves future decisions more available to change and modification if necessary.

Sadly, one of the city's budget cutting tasks last year included reducing funding for the collection. Additionally, much of the volume will be in storage for a few years I know that the Library Foundation

Nancy did a great response

Ned knows Nancy was wrong but does nothing to give her or Leo correct information

The collection will never double and every library administrator knows that. Numbers released to the public several months later (see below) have the city library collection grow by 35% under an extremely optimistic scenario. The more likely growth is 15%.

increases circulation, and 3) the city library collection is being increased by about double once the libraries re-open, yet it will take time to bring this volume up to the new capacity. Remember, the bond

More pages follow but do not include emails from library staff

PROPOSED COLLECTION PHASE 1: OPENING DAY (maximum change- W/O Historical Coll.)	Items		Total Collection	JULY 1, 2006 Total Collection	JULY 1, 2010 Total Collection
	Accommo dated (On- shelf capacity)	% on Shelf			
Holds	1,152	100%	1,152	1,152	1,152
Adult New Books					
Display	240	32%	750		
Lease Books		0%		339	610
New Books (not YA F & Large Print)	288	32%	900	3,478	5,124
	528		1,650	3,817	5,734
Adult Media					
DVD F/NF	2,880	75%	3,840	3,244	7,589
CD	1,296	66%	1,964	2,839	3,004
Audio Book	1,008	50%	2,016	1,718	1,777
	5,184		7,820	7,801	12,370
Adult Fiction					
Fiction					
Mystery					
Science Fiction					
19.2% reduction from CURRENT	16,128	75%	21,504	22,309	22,764
Adult Non Fiction					
46.0% reduction from CURRENT	32,544	80%	40,680	66,849	67,646
			9%Red. From SD Baseline		
Large Print (including NEW)	2,016	75%	2,688	1,206	1,524
Adult Language					
Chinese				451	1,233
French, German, Italian & Spanish (shelved with adult nonfiction)				313	310
	2,016	70%	2,880	764	1,543
Teens					
Non Fiction (shelved w/ adult nonfiction except for series & graphic novels)	840	34%	2,471	2,089	2,019
Fiction (includes new fiction)				1,657	3,193
Series	360	65%	554	546	1,083
Magazines	12	100%	12		
Manga	180	34%	529		484
Audio Books	120	41%	293	17	196
	1,512		3,859	4,309	6,975

An incredible drop for the library designated "the center for reference and research" in the official planning document

Assumes circulation-doubling

PROPOSED COLLECTION <i>PHASE 1:</i> <i>OPENING DAY (maximum change- W/O Historical Coll.)</i>	<i>Items Accommo dated (On- shelf capacity)</i>	<i>% on Shelf</i>	<i>Total Collection</i>	<i>JULY 1, 2006 Total Collection</i>	<i>JULY 1, 2010 Total Collection</i>
Teen Media (not included in Group 4's spreadsheet of 11/30/10 except for Audio Books above)					
DVD F/NF				143	739
CD				105	688
				248	1,427
Reference					
Files	4,032	100%	4,032	5,950	4,906
	4,032		4,032	5,950	4,906
Children's (2006 CH LIB collection at Main)					
Fiction/Non Fiction includes board books, readers & new	1,800	77% MP: 58-77%	2,338		2,191
Picture Books	900	57%	1,579		1,964
Series					966
	2,700		3,917	N/A	5,121
Children's Media (not on Group4's spreadsheet 11-30-10)					
DVD F/NF					914
CD					
Audio Book					
Periodicals					
Magazines	240	100%	240	240	240
Newspapers	36	100%	36	36	36
	276		276	276	276
Historical Collection					
Compact Shelving					
Flat File	66,072		90,457 73%	114,681	132,352

CALCULATION

SD BASELINE COLLECTION	105,121
TOTAL PROPOSED COLLECTION	90,457
% REDUCTION FROM SD = (SD-Proposed)/(SD)	13.9%
% REDUCTION FROM NEEDS= (121,000-Proposed)/121,000	25.2%
% REDUCTION FROM 6/2010 = (133,218)	32.10%

No one gave the Council or public this number, which represents a drop of 42,761 volumes

From email written by Ned Himmel and obtained through CPRA request. It was emailed to the City Council on December 6, 2010 3:46 pm but not put in the packet.

12-6-10

Re: Main Library update

We understand the concern with the printed collection size at the Main Library- we are currently working on developing an updated program for the Main Library and will be able to report back on this topic to the LAC and the Council early next year- this is not impacting the schedule for the Main Library.

What we know for sure now:

- Reduction in collection of books at Main: there will be a reduction in total capacity of the print collection in the adult fiction and non-fiction. Current estimate in schematic design is 14% lower.
- Other collections in Main including new materials will increase
- Mitchell Park will have an opening day capacity of 138,000, a 68% from the old branch.
- Width of the stacks in non-fiction should be 12” instead of current 10”
- Width between stacks should be 42” instead of originally designed 36” due to ADA recommendations and customer ease in finding things, especially with fairly full shelves from top to bottom. We will review.
- Historical collection may move to Roth building allowing for more adult shelf space
- Four group study rooms/small meeting rooms will be added
- Meeting room with 100 person capacity will be added
- Separate teen space added

Wrong: this implies that adult fiction and non-fiction will shrink by 14% - but that's absurd, given that the spreadsheet Himmel received shows adult fiction declining by 19.2% and non-fiction by 46.0%.

Saying other collections at Main will increase misrepresents that Main's overall collection will shrink by 32.1%.

Re: Mr. Levinsky’s claim the architects stated that circulation may double from increased spacing around collection, the architects said that circulation does increase but never “guaranteed” it would double. Some libraries with new or remodeled buildings have seen a doubling and several branches in San Jose saw increases of 40% upon opening. I don’t have citations, but empirical experience has shown that better merchandizing and fewer items on each shelf does increase circulation.

Untrue: circulation-doubling was in Mary Minto's spreadsheet and in every subsequent one.

Mr. Levinsky also points out that many “Palo Alto users don’t visit these shelves to select books, but instead use the online catalog “. That is true and more justifies the need to look at collections systemwide and not just what is in the current Main Library. The item can be sent through delivery to any branch. Also our participation in Link+ allows our library users to have access to library resources throughout the state.

Palo Alto City Library Systemwide Collection

Updated 2-16-11

This shows that the 121,000 estimate was low - note that the 133,649 does not include items from other libraries.

The need was 150,000. 121,000 was a low estimate of the current collection.

Revision	COLLECTION ITEMS							Total Systemwide
	Mitchell Park	Main	Downtown	Children's	College Terrace	E-books*		
Current Holdings December 2010	85,176	133,649	11,252	46,296	12,924	16,100	305,397	
2006-11 LSMAR Needs Assessment	150,000	121,000	12,212	36,000	18,900	n/a	338,112	
Phase 1 Opening Day	140,623	104,626	19,153	45,871	12,011	30,000	352,284	
Phase 2 Maximum Build Out	147,535	121,405	21,572	45,871	12,011	63,000	411,394	

* Phase 1 & 2 e-book items are estimates; there is no maximum build out for e-books

Phase 1 percentage increase over current holdings: 15%
Phase 2 percentage increase over current holdings: 35%

Both numbers include circulation-doubling.

Himmel also tells the Library Advisory Commission that there are no plans to do Phase 2, raising the question of why it was shown.

Phase 2 relies on 90" shelves, but the planning spreadsheet specifies only 84" shelves.


This disproves Shepherd's claim that the collection will double, yet Himmel praised her letter saying this.

February 24, 2011 Library Advisory Commission Meeting

Available at http://www.communitymediacenter.net/watch/pacc_webcast/February/PALAC_022411.html
Transcription from 00:27:18 in Item 5 / Library Capacity for Books:

Commissioner Tolulope Akinola: I have a question around the assumptions we have for circulation. So, as of the December 2010 numbers, what's the circulation, what percentage of books are outside the library in circulation?

Ned Himmel: Well, it really it varies by section. So, it goes from only like 8% or 9% to 40% to 50%. The videos and teens things go out or even more than 50%. It's variable. These figures aren't based on a 100% increase in circulation. That was a figure that was thrown out but that's never been an assumption that circulation would double over any of the libraries.



Misleading: I had criticized the assumption that the circulation of Main's adult fiction and non-fiction would double. That assumption was and still is in the plans.

To the Neighborhood Associations:

As Interim Director of the Palo Alto City Library and as a longtime Palo Alto resident, I'd like to provide you with another point of view about our progress in constructing a new Mitchell Park Library and Community Center and significantly upgrading our branch libraries.

The actual text of Measure N states:

To provide additional space to expand library collections, add new children's and group program areas, replace outdated lighting, provide modern ventilation and air conditioning systems, ensure seismic safety and enhance disabled access, shall the City of Palo Alto issue bonds up to \$76,000,000 to construct a new energy-efficient Mitchell Park Library and Community Center, expand and renovate Main Library, and renovate Downtown Library, with annual audits and independent citizen oversight?"

Surprisingly, he neglects to mention Main

All 6 points listed are priorities of the bond program currently under planning and construction. New ADA (Americans with Disabilities Act) and best practice guidelines necessitates greater width between library stacks. Most shelves, except in the art sections, will not be wider than they are currently. We will all benefit from experiencing more obvious exposure to the collection and more room to maneuver in the stacks. Additional seating and natural light will also be benefits. Whereas it is true that Main and Mitchell Park will have slightly smaller shelf capacity than during the preliminary schematic design phase, the shelving totals for the overall library printed collection will be 13% (approximately 33,000 items) greater on our final opening day than today.

Untrue: the new ADA guidelines do not require wider aisles in stacks. If the library wanted to widen aisles, why not propose this before the election so consequences could be debated?

The Council has appointed a Bond Oversight Committee, made up of citizens with expertise in finance, construction, and public policy, that meets quarterly and oversees bond expenditures. The Council-appointed Library Advisory Committee also regularly reviews plans and makes recommendations on collection sizes and library services. A Bond Stakeholders' Group provides input from representatives of all parts of the bond program, from City staff to Council-appointed commissioners to fundraisers. Public meetings take place on each project gathering input from current and future library patrons of all ages. Meetings among City staff, the architects, and the contractors occur daily. The bond program is in excellent hands ensuring the projects come in on time, on budget with buildings reflecting the services all of Palo Alto needs.

As most customers know, materials can easily be transferred from one branch to another. Over 20% of first-time check-outs are from reserves which customers place anywhere with Internet access. Access to Link+ provides library card holders to over 18,000,000 items. The increase of the use of e-books and downloadable materials has been increasing exponentially and we foresee the addition of thousands of titles in the next few years. This "virtual" collection will increasingly

Misleading: numbers he published the same day show Main loses 14% from the schematic design phase and 22% in the actual collection - and these understate the real situation

**From Main shelving capacity_2011-10-17.xlsx
Spreadsheet obtained through CPRA request**

Circulation-doubling still used; overstating by 8,201.

Palo Alto Main Library Shelving Capacity Options

	# SF Sections	Max Sh/ Section	Vol/LF for 85% full	% Coll On Shelf	LF Available	On-Shelf Capacity (capacity of proposed floor plan)	Collection Size (capacity of proposed floor plan)	SD Collection (planned 2006)	Current 2010 Collection
HOLDS	6	6	10	100%	108	1,080	1,080	1,152	752
NEW BOOKS (display)	20	2	2	30%	120	240	800		
NEW BOOKS	20	3	8.5	30%	180	1,530	5,100		
							5,900	1,650	5,400
DVD	16	4	16	45%	192	3,072	6,827	3,840	6,949
CD	8	3	24	60%	72	1,728	2,880	1,964	2,993
Adult Audio Books (AAB)	10	4	8	50%	120	960	1,920	2,016	1,500
w/o Historical Collection									
Adult Non Fiction (opening day)	238	6	8.5	80%	4,284	36,414	45,518	57,375	
Adult Non Fiction (future growth)	30	6	8.5	80%	540	4,590	5,738		
OR Historical Collection	24								
Adult Non Fiction (opening day)	214	6	8.5	80%	3,852	32,742	40,928	52,785	66,973
Adult Non Fiction (future growth)	30	6	8.5	80%	540	4,590	5,738		
Adult Fiction	96	7	8.5	75%	2,016	17,136	22,848	24,267	22,934
Adult Large Print (ALP)	10	5	8	75%	150	1,200	1,600	2,688	1,530
Adult Language (ALANG)	10	6	12.5	70%	180	2,250	3,214	2,880	1,213
Teen New Fiction (TNF)	4	4	5	30%	48	240	800		581
Teen Fiction (TF)	10	6	8	60%	180	1,440	2,400		2,702
Teen New Non-Fiction (TPNF)	2	4	5	30%	24	120	400		
Teen Non-Fiction (TNonF)	8	6	10	70%	144	1,440	2,057		2,120
							5,657	2,471	5,403
Teen Manga (TMANGA)	2	4	16	70%	24	384	549	529	486
Teen Series (TS)	3	6	14	60%	54	756	1,260	554	1,108
Teen Magazine (TMAG)	1	5	1.25	100%	15	19	19	12	6
Teen Audio Books (TAUDIO)	1	6	8	70%	18	144	206	293	206
Teen DVD (TDVD)	1	6	16	50%	18	288	576	0	763
Teen CD (TCD)	1	6	24	50%	18	432	864	0	655
Telephone books	1	5	0	100%	15	na	na		
Documents City	1	5	0	100%	15	na	na		
Reference (REF)	36	4	6	100%	432	2,592	2,592	4,032	4,906
Senior Care Kits (41 canvas bags)									
Children's New Books (JNB)	2	5	6	45%	30	180	400		355
Children's Fiction (JF)	2	5	13.5	60%	30	405	675		597
Children's NonFiction (JNF)	3	5	13.5	70%	45	608	868		787
							1,943	2,338	1,739
Children's Picture Book (JPB)	6.825	3	20	65%	61	1,229	1,890		1,800
Children's Board Books (JBB)	0.165	3	20	25%	1	30	119		110
							2,009	1,579	1,910
Children's Readers (JR)	1	5	13.5	45%	15	203	450		415
Children's Series (JS)	1.5	5	20	45%	23	450	1,000		982
Children's DVD (JDVD)	1.5	4	16	35%	18	288	823		885
Children's Magazines									2
Magazine (MAG)	19	2.5	1	100%	143	143	143	240	143
Newspaper (NP)	5	3	0.66	100%	45	30	30	36	29
TOTAL	577						105,315	105,326	129,880
							109,905	109,916	

These items are included in the total, which double-counts them. Spreadsheets for Mitchell Park, Downtown, and College Terrace did not count Hold shelves.

84" high metal shelving, 6 sh/section
display gondola, 2 shelves, face-out, mobile
display gondola, 3 shelves, spine-out, mobile
display gondola, 4 shelves, mobile
CD browser, mobile
66" high metal shelving, 4 shelves

Why 84" shelves when they are currently 90"? 84" also makes Phase 2 impractical.

moved to another facility
could add 714 LF by adding a 7th shelf = 7,586 collection increase
could add 90 LF by adding a 7th shelf = 956 collection increase

compact shelving type TBD
could add 642 LF by adding a 7th shelf = 6,821 collection increase
could add 90 LF by adding a 7th shelf = 956 collection increase

84" high metal shelving, 7 shelves, includes msytery and sci fi
could add 288 LF by adding a 8th shelf = 3,264 collection increase
84" high metal shelving, 5 shelves, includes F, NF and New LP

84" high metal shelving, 6 shelves, Chinese only
Romantic languages are interfiled w/ANF, plan for an increase
60" moveable gondola, 5 shelves
84" high metal shelving, 6 shelves
60" moveable gondola, 5 shelves
file with ANF, 84" high metal shelving, 6 shelves, current coll going to be weeded

60" moveable gondola, 5 shelves
84" high metal shelving, 6 shelves
84" high metal shelving, 5 shelves
84" high metal shelving, 6 shelves
media wall
media wall

66" high metal shelving, 4 shelves, major reduction
66" high metal shelving, 4 shelves, major reduction
66" high metal shelving, 4 shelves, major reduction
eliminate

66" high metal shelving, 5 shelves
66" high metal shelving, 5 shelves
66" high metal shelving, 5 shelves, includes BIO

48" high metal shelving, 3 shelves
48" high metal shelving, 3 shelves

Why 66" shelves for reference when they are currently 90"?

66" high metal shelving, 5 shelves
66" high metal shelving, 5 shelves
66" high metal shelving, 4 shelves

48" high metal shelving, 3 shelves
48" high metal shelving, 3 shelves

The layout shows 36 total sections, so the ones for Telephone Books and City Documents should reduce this to 34. City Documents currently occupy three 90" sections and can't fit into one only 66" high.

Low by about 4,000 volumes, thus understating cuts. With corrections and assuming the historical collection leaves, about 25% of Main's collection will be cut.

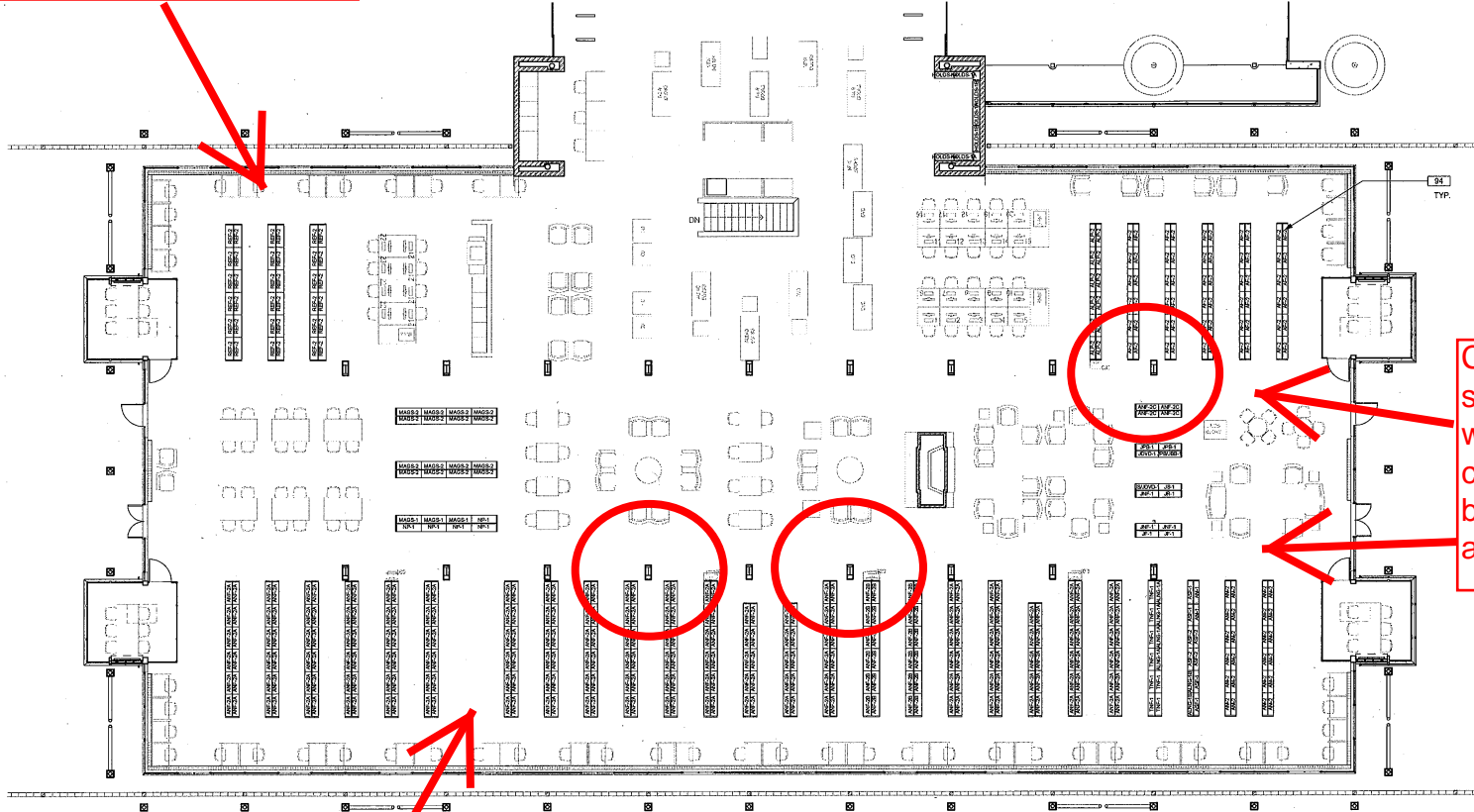
Timeline of Requests for Details on Main Library Collection Shrinkage

Date	By	To	Details and Outcome
November 1, 2010	Jeff Levinsky	Library Secretary Evelyn Cheng	Library Director Diane Jennings responds, "We do not have an equivalent spreadsheet for the collection at Main." However, the detailed numbers presented by Group 4 the month before clearly come from such a spreadsheet, which later emerges.
February 18, 2011	Jeff Levinsky	Interim Library Director Ned Himmel	Jeff requests the detailed spreadsheet. Himmel does not supply it. We eventually discover he had spreadsheets of Main's collection as of this date.
June 2, 2011 and then a subsequent phone call	Enid Pearson	Library Secretary Evelyn Cheng	<p>Evelyn obtains the latest spreadsheet from Group 4, but despite having said, "I'll pass it on to you soon as I get it." She does not forward it to Enid.</p> <p>Instead, she forwards the spreadsheet to Monique leConge and Cornelia Van Aken, writing:</p> <p style="padding-left: 40px;">"Let me know if you're ok with sending this out to Enid – I'm hesitant because I don't know if this was ever shared with the LAC or anyone else at all."</p> <p>Enid never receives the spreadsheet.</p>
September 20, 2011	Enid Pearson	Library Secretary Evelyn Cheng	Evelyn sends Enid a different sheet (already in the public record) and says, "So far this is the only information we have," despite the exchange above showing she had the actual spreadsheet Enid requested.
October 31, 2011	Jeff Levinsky	City Manager James Keene	This was an official CPRA (California Public Records Act) request. Jeff received no response, in violation of state law.
November 28, 2011	Jeff Levinsky	City Clerk's Office	Jeff asks about the status of his request, pointing out the city had not responded within the time required by law. Jeff received no response.
January 3, 2012	Tom Jordan	City Manager James Keene	Tom receives back a response saying he'll receive an update from the City Clerk, but he doesn't.
January 4, 2012	Elaine Meyer	City Manager James Keene	Elaine receives back a response saying she'll be included in update the City Clerk's office will send out. She receives no such update.
January 17, 2012	Sheri Furman	City Clerk	Sheri receives back a response forwarded from Monique leConge stating that Jeff had already been given the information (he had not), and a follow-up that only a single document is available.
February 3, 2012	Sheri Furman	Library Director Monique leConge	<p>Sheri points out that the CPRA letter requested a set of documents. On February 9, we start receiving documents ... 465 days after the original request.</p> <p>However, we still have not received emails from Sent folders, any mail or documents from city staff other than library employees, and the Mary Minto document mentioned in November 24, 2010 email.</p>

KEYNOTES

94 (N) METAL SHELVING

66" reference shelves instead of current 90"

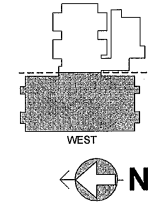


Circles show where columns block aisles

Later plans show another (short) range here

From DOC101712.pdf
Document obtained on 10/17/12 through CPRA request

1 FP - SHELVING PLAN FIRST FLOOR WEST
1/8" = 1'-0"



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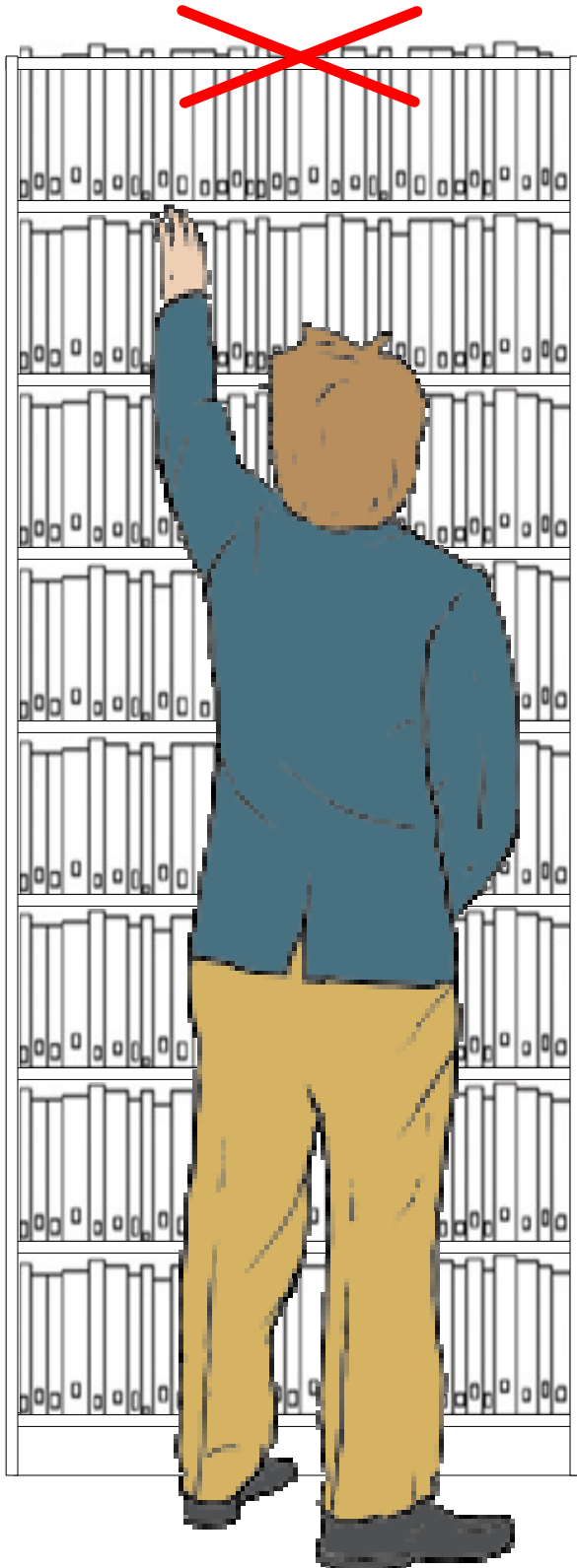
CITY OF
PALO ALTO
**PALO ALTO
MAIN LIBRARY**
1213 NEWELL ROAD
PALO ALTO
CA 94303

Project Arch.	---
CA REG.	---
PROJECT:	06357-07
FILE:	FILE #
ISSUE	DATE
50% DD	12/15/2010
100% DD	03/31/2011
60% CD	10/12/2011
95% CD Progress	03/16/2012
CD Progress	08/01/2012
Plan Check	09/28/2012

SHEET TITLE AND NO.
METAL SHELVING
PLAN WEST

A9.5-3B

90" Bookcases Can't Hold 8 Shelves



Books on 8th shelf don't fit into bookcase

Many people can't reach top shelf (81")

Books taller than 10" don't fit

Fiction books are typically 9.5" tall

Shelves are $\frac{3}{4}$ " thick and can only be placed at 1" intervals

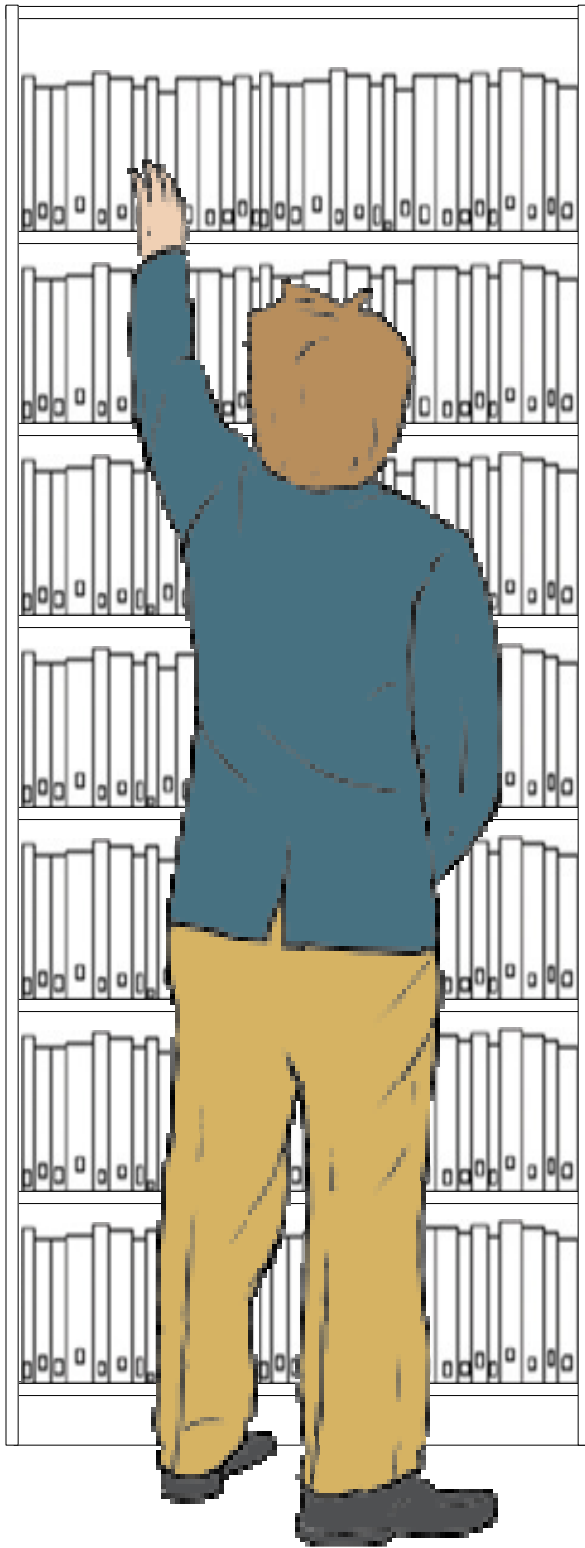
Therefore, each shelf requires 11"

The bookcase base is typically 4" high

Consequently, a 90" bookcase can hold only 7 such shelves

Scale: 1" = 1'

7 Fiction Shelves Do Fit



All shelves fit in
bookcase

Most people can reach
top shelf

Each shelf has extra 1"
for taller books

Corrections to Group 4's Main Library 9/28/12 Shelving Projection

	Volumes	Linear Shelf Feet
Group 4 Plans as of 9/28/12	141,364	11,710
Corrections		
Double-counted hold shelves	-1,080	
Bookcases that interfere with columns	-1,437	-132
Extra Adult Non-Fiction range (10 bookcases) in final plans	+1,913	+180
Impossible 8th shelf in Adult Fiction	-2,312	-204
Implausible 7th shelf in Adult Non-Fiction (6.5 is realistic)	-3,570	-336
Never-before counted microfilm (should not be counted now)	-1,800	
Never-before counted back issues (should not be counted now)	-2,052	
Basement (not likely to be used; has other contents)	-16,200	-1,620
Eliminating unrealistic circulation rate jump	-9,092	
Eliminating non-existent telephone book shelves		-12
Eliminating non-existent city documents shelves		-72
Total Corrections	-35,630	-2,196
Corrected Total	105,734	9,514
Existing Main Library in December 2010	133,649	11,594
Projected Change after Remodel	-27,915	-2,080
Relative to Main Library in 2010	-21%	-18%