

# HINSDALE PUBLIC LIBRARY

Ad Hoc Space Plan Committee, Meeting

MINUTES

November 6, 2024

**Present:** John Bloomfield, President; Magda Sokolowski, Vice President; Chun Ye, Trustee

**Also Present;** Karen Kleckner Keefe, Executive Director; Bob Bell, BTS Manager; Martha Kennedy, Patron Services Manager; Lizzy Boden, Adult Services Manager, Lisa Winchell, Youth Services Manager

**Remote:** Samantha Mendiola, HGA; Kate Lohrenz, HGA; Erica Frederiksen, HGA

The meeting was called to order at 11:02 am

HGA reviewed the agenda, the design drivers identified in previous meetings, and the feedback discussed at the October meeting. They let the committee know that the design plans presented at the meeting do not include solutions for the storage room that will be incorporated into the flex space.

John Bloomfield asked if storage gains and deficits could be listed on future plans, just as shelving comparisons are.

The only change on the mezzanine level is related to the widening and reorientation of the staircase. If transparent or translucent material is used around the new opening, shelving against those walls may not be the best option.

When discussing the main floor plans, Executive Director Keefe shared that sound containment for the Community Meeting Room is a priority. Staff recommended that a self-check station be added to the Patron Services desk and that sight lines between service desks be maintained.

Lower-level plans included moving collections and seating for younger teens into the current Community Meeting Room Space and adding a “flex studio” where the current storage room is. In discussing the need for adult seating and flexibility in the early literacy areas, the committee discussed a more open Storytime Room design, like the one at Lisle Public Library. The committee also discussed the importance of having good sight lines to the teen area and separating the self-check stations from the service desk.

HGA led a discussion of considerations for phasing the work. For extremely disruptive projects (steel work, for example), the committee discussed a week-long closing, or opening at 3pm for a week or two to allow work to be done without exposing patrons or staff to extreme noise or fumes. This would help reduce costs by eliminating or reducing overtime costs for work done after hours.

HPL staff will confirm shelving needs for projected collection sizes and storage needs.

HGA left the meeting at 12:44.

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The committee asked Keefe to confirm with HGA that project costs include all associated costs and fees, including construction management, architect fees, carpet, lighting, paint, furnishings, etc.

When planning for operations during construction, Keefe will work with HGA to identify any activities that cannot safely take place when the building is occupied and any expected impact on elevator access.

There being no further business, the meeting was adjourned at 12:58 p.m.

Approved: December 12, 2024