



## **East Lake Community Library Building Expansion Plan**

### **I. How the Building Will Function in a Currently Established Multicounty, County or Municipal Library**

The East Lake Community Library serves the unincorporated northern area of Pinellas County. As an independent organization, the Library relies on limited tax revenues provided through PHCSA, support by the Pinellas Public Library Cooperative, and the generosity of its patrons. It is an entity of the Palm Harbor Community Services Agency, Inc. (PHCSA) and a member of the Pinellas Public Library Cooperative. The Palm Harbor Community Services Agency, Inc. was created in 1985 by a Pinellas County Ordinance to provide library and recreation services to the residents of the Palm Harbor Community Services District. PHCSA is governed by an eight-member board of directors, each appointed to a 2-year term. The Agency is responsible for the management of all library and recreation department funds and hires the directors of the Palm Harbor Library, East Lake Community Library, East Lake Recreation Services and Palm Harbor Parks and Recreation.

East Lake Community Library is an active member of the Pinellas Public Library Cooperative (PPLC) which consists of 15 member libraries throughout Pinellas County. PPLC was established by referendum in March, 1989 at which time the citizens of the unincorporated county areas voted to levy up to .5 mills for library service. The member cities/libraries and the Pinellas County Commission signed an Inter-local Agreement to provide library services to residents of unincorporated county areas, member cities and contracting communities. PPLC is a not-for-profit established by Florida Statutes and it is managed by a nine-member board representing various geographical areas of the county eligible for PPLC library services. The Cooperative allows member libraries to share programs, resources, and talents. Library directors meet monthly and share committee work, planning work, and concerns.

The original 4,500 square foot building for East Lake Community Library was built and opened to the public in 1999. To keep abreast of community development, the library needed to expand merely to maintain minimal services in 2011, by adding a community room and staff areas (1,900 square feet). At its present size, the library now provides services to over 30,000 residents but, due to its popular programs and services, had a traffic count of over 105,000 people in the past twelve months. According to current Florida State Library Standards, for this size community, the library should be 19,200 SF using the 0.6 square foot per citizen ratio, placing East Lake Community Library far below minimum standards.

Although the East Lake Community Library will be able to do far more once the planned two-phase remodeling and expansion project is completed, there is much we are currently offering and will continue to do so in the future:

- Baby Lap Sit and Toddler Story Times
- Preschool Story Times
- After School Programs, e.g. Wacky Wednesdays
- Getting Ready for Kindergarten & other pre-literacy programs
- Sensory Time for Infants, Toddlers, and Special Needs Children
- Getting Ready for Kindergarten
- Homework Help
- Tutoring
- College Planning
- LEGO Robotics for middle- and high school students
- E-book downloads to Kindle, Nook, Apple iOS, Android and Kobo devices
- Author Showcases
- Concert @ the Library Series
- Popular Book Club
- Art Class – You Can Do It
- AARP Smart Driver Course
- Beginners Bridge
- Computer Skills Classes for Seniors
- Family Fun Nights & Special Seasonal Events
- Fiber Arts Group
- Night Life @ the Library
- Palm Harbor Garden Club
- Summer Reading Clubs and Programs for all ages
- Holiday Specials
- Writers' Critique Group

## **II. How the Construction Project will Contribute to New or Improved Services in the Area it will Serve**

The East Lake Community Library serves as community center, cultural center, and educational institution along the East Lake Road corridor. There is no downtown area and most subdivisions are comprised of families and retirees who come to the library for its programs, services, special events, and resources. This library is a beehive of activity and provides the only FREE meeting room to local agencies, organizations, and HOAs. Since the Community Room is shared between community groups and library programs, many groups and presenters must be turned away to seek other venues. Since the library is adjacent to an elementary school, the undersized public spaces of this building become overcrowded every weekday afternoon with tutors, students, and families. The Library has reached its physical limitations in offering further enhanced and innovative services. The growth of the population, the lack of services in an unincorporated area, the demand for additional resources, the overall lack of space necessitates the remodeling and expansion of the existing building. The completed project would provide the following enhancements:

Besides adding approximately 2,500 square feet off the back of the building, the existing library will undergo a partial renovation to reallocate space and upgrade the existing areas. It is expected that construction will be done in TWO phases.

**PHASE I: New Construction Phase** – approximately 2,500 square feet of space will be added to the rear of the building. This area may include:

- Larger Community Room with divider wall & AV equipment for presentations, etc.
- Kitchen facilities in the Community Room
- Separate restrooms for events
- New book drops directly into the building (connected to a fireproof room)
- Collaborative work space for groups
- Additional office space and work areas to free up space in the existing building

**PHASE II: Renovation Phase - Existing Building:**

- Enclosed Children's Room with separate family bathroom
- Enclosed Teen Room
- Small meeting room/conference room for board meetings, etc.
- More open space for seating, etc.
- New carpeting, paint, furniture
- Additional safety/security measures, including a sprinkler system
- More shelving for collections
- Upgraded public restrooms

### III. The Effects of Staffing, Maintaining, and Costs of Operating the Proposed Facility

#### STAFFING:

At this time, East Lake Library employs 16 staff members of which 7 are full-time employees; the library also utilizes the services of approximately 80 volunteers. When the expansion is complete, there will be greater departmentalization with specific staff members responsible for certain areas of the public floor (e.g. Youth Services, Adult Services, Teen Services). This will require two additional part-time paraprofessionals to assist in the Children's Room with desk coverage and program support. However, the balance of the public desks will be covered by present staff.

#### MAINTENANCE:

Since East Lake Community Library is in an unincorporated community with no governmental Facilities Operations Department support, nearly all current maintenance is contracted out. The building services include:

- Electrical repairs and maintenance
- Inside Pest Control
- Lawn and Landscape Maintenance
- Outside Pest Control
- Plumbing repairs and maintenance
- Roof repairs and maintenance
- Waste Pick-Up

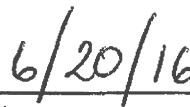
The library's part-time Building Maintenance Manager performs all other services. Since this project will require some additional maintenance, relevant contracts in place will be reviewed and expanded.

#### OPERATIONS:

All current (and future) operational items are supported through municipal, County and State funds, self-generating income such as fines and fees as well as significant annual financial contributions from the Friends and fundraising efforts by the Library. Anticipated increases in cleaning services, utilities, property insurance, etc. have all been taken into consideration and included in the preliminary FY17 budget.



Lois Eannel, Director, East Lake Community Library  
MLIS – CW Post Campus of Long Island University (1990)



Date