



MEMORANDUM

To: Newmarket Public Library Board
From: Todd Kyle
Date: September 7, 2016
Re: Library facility needs—next steps

Background:

A report to the Board in September recommended that the Board authorize staff to enter into discussions with the Town of Newmarket with the goal of commissioning a joint study on library facility needs. A recommendation was also put forward regarding financing for such a study. The Board voted to defer these recommendations for consideration in March 2016.

A workshop held by Town Council on February 22, 2016 on a Framework for Future Facilities and Land Use gave Council some background on the need for library facility expansion. Council then approved a similar follow-up workshop, to be held jointly with Council and the Library Board, to present options, locations and opportunities for expanding total library space to the community. At its March 16, 2016 meeting, the Board motioned to participate in this joint session, which was then held on June 15, 2016.

At the workshop, staff suggested next steps, including retaining a consultant to fully explore future Library facility needs and make recommendations as to future actions including potential locations. The recommendation is that by completing a study, the Town and the Library will be better positioned to consider applying for future infrastructure funding from other levels of government.

Comments:

In order to prepare for any Council consideration of this recommendation, it is best that some funding from the library be available for this purpose. Accordingly I am recommending to the Board to authorize spending of up to \$50,000 from the Library's "alternative service delivery" capital reserve for this purpose. This capital account was set up in 2009 to fund projects related to exploring and implementing additional ways for the Library to bring its service to the community. The balance of this fund is approximately \$190,000. In the original details, approximately \$100,000 of this was for a remote library kiosk (such as a book-lending machine), \$50,000 was for a parking study, and the remainder was to fund a joint Wi-Fi project for Town facilities. As the latter two projects have become largely irrelevant in the meantime, it has been suggested that some of this fund be dedicated to a library facility needs study.

The following motions are recommended:

THAT the Library Board receive the report on Library Facility Needs—Next Steps;

AND THAT the Library Board apportion up to \$50,000 of the Alternative Service Delivery capital project to a facility needs study, if and when Council indicates its willingness to support it.