

TIMBERLAND REGIONAL LIBRARY

FACILITIES NEEDS ASSESSMENT

When planning for future service within the five counties of the Timberland Regional Library, patron usage, service trends, countywide population expansion, and changes in technology are key considerations. The placement of where service is provided depends on the location of the closest existing library. The Facilities Work Group has examined our counties and recommended additional **points of service** (where to provide service) and modifications to **existing facilities**.

An identified service population for each point of service or each existing facility was not established. Our research indicates there is sufficient cross-over use of most of our libraries to make individual service populations inaccurate. County trends and individual growth planning by cities will be used as indicators of growth in library use.

The placement of new points of service is based on the criteria used to define underserved communities. The main criterion is that patrons are traveling more than 20 minutes to an existing facility due to distance or traffic congestion. A second criterion is that patrons cannot get access because the nearest library is not open enough hours.

Existing facilities are included based on a number of factors. One is when patrons cannot find materials, equipment, reading space, and staff assistance because of the crowded facility. Another is inadequate parking.

The following pages provide detail for action recommendations for points of service and existing facilities within the next 5, 10, 15 and 20 years. Those identified as needing action within the next five years are in priority order.

Service to the tribes within the Timberland Regional Library District has started in some areas and similar service will be expanded as requested. We will provide service after contacts have been made and a dialogue established to determine the services they desire. Points of service will be made added based upon their recommendation.

There are seven towns or cities within Timberland which have not annexed into the library district. A list of options should any town or city decide to join the district is appended.

Facilities Work Group Standards

- 20 minutes – Most patrons should have to travel no more than 20 minutes to receive library service.
- Building space – Space for staff work, public study and reading, and meeting rooms should be adequate to meet community needs. Space standards will be determined by anticipated usage patterns, kinds of services provided, collection size, and staffing level. Developments in technology and the changes in material formats require flexibility of designed space
- Space to park – Parking space should be provided as stated in the Uniform Building Code.
- Physical access – Patrons should have physical access to all buildings, aisles, restrooms, and seating space according to the Americans with Disabilities Act.
- Health and safety standards – Facilities should meet public health and safety standards such as fire codes, OSHA requirements, and other applicable requirements.

TIMBERLAND REGIONAL LIBRARY

FACILITIES PRIORITIES SUMMARY

5/8/99

Start within five years or less

Priority one

<u>FACILITY/AREA</u>	<u>RECOMMENDED ACTION</u>	<u>START WITHIN...</u>	<u>PRIORITY</u>
Yelm	New 15,000 sq.ft. library located in Yelm	Immediately	1
Olympia	Westside branch, 5,000 sq.ft., containing popular materials collection, homework center, and computer lab	Immediately	1
Olympia	New downtown library, 55-60,000 sq.ft., library plus TRL Central Resource Center, 10,000 sq.ft.	Immediately	1
Chehalis	Remodel existing building for ADA access	Immediately	1
McCleary	Enlarge space	Immediately	1
Pacific Beach area	Library building – 4,000 sq.ft.	within 3 yrs	1
Westport	Relocate library/remodel bank building	Immediately	1
South Bend	Install elevator	Immediately	1
Oakville	Remodel existing building to provide more space	within 5 yrs	1
Aberdeen	Expand parking area	within 5 yrs	1

Start within five years or less
Priority two

<u>FACILITY/AREA</u>	<u>RECOMMENDED ACTION</u>	<u>START WITHIN...</u>	<u>PRIORITY</u>
Ocean Park	Expand building	within 5 yrs	2
Rochester/Grand Mound area	Cooperative school/public library arrangement	within 5 yrs	2
Mineral	Cooperative school/public library arrangement	within 5 yrs	2
Taholah	Cooperative school/public library arrangement	within 5 yrs	2
Steamboat Island area	Cooperative school/public library arrangement in the Griffin School District	within 5 yrs	2
Boistfort Valley area	Cooperative school/public library arrangement	within 5 yrs	2
Matlock	Cooperative school/public library arrangement	within 5 yrs	2
North River	Cooperative school/public library arrangement	within 5 yrs	2
Wishkah	Cooperative school/public library arrangement	within 5 yrs	2
Lacey	Cooperate with schools in developing homework centers in South Lacey	within 6 yrs	2

Start within five years or less
Priority three

Humptulips area	Communication link and book drop in local business	within 5 yrs	3
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Start within 6-10 years

<u>FACILITY/AREA</u>	<u>RECOMMENDED ACTION</u>	<u>START WITHIN...</u>	<u>PRIORITY</u>
Doty/Dryad	Communication link and book	within 7 yrs	
Chehalis	New building – 10-12,000 sq.ft.	within 10 yrs	
Westport	Feasibility study for expansion	within 10 yrs	
Winlock	Feasibility study for expansion	within 10 yrs	
Lacey	Branch library located in Hawks Prairie area, 10,000 sq.ft.	within 10 yrs	
Hoodspport	Feasibility study to expand area for youth services	within 10 yrs	
Amanda Park	Feasibility study for expansion	within 10 yrs	
Packwood	Feasibility study to expand for meeting room	within 10 yrs	

Start within 11-15 years

<u>FACILITY/AREA</u>	<u>RECOMMENDED ACTION</u>	<u>START WITHIN...</u>	<u>PRIORITY</u>
Naselle	Feasibility study for expansion	within 15 yrs	
South Bend	Feasibility study to expand for meeting room	within 15 yrs	
Centralia	Feasibility study to determine how additional space may be added	within 15 yrs	
	Remodel second floor to add collection space	within 15 yrs	
	Remodel garage and present staff work area	within 15 yrs	
Elma	Feasibility study for expansion	within 15 yrs	

Start within 16-20 years

Mountain View	Feasibility study for new building	within 20 yrs
Raymond	Feasibility study to expand for meeting room	within 20 yrs
Tenino	Feasibility study to expand for meeting room	within 20 yrs
Lacey	Feasibility study of where to provide additional 10-15,000 sq.ft. of space	within 20 yrs

Noncontracting towns:

Work with community groups to provide information and support

Assist with annexation/contract process as requested

Morton	Feasibility of separate building or cooperative college/public library arrangement
Mossyrock	Use existing nearby libraries
Napavine	Use existing nearby libraries
Ocean Shores	Use existing city facility
Pe Ell	Cooperative school/public library arrangement
Toledo	Feasibility study for new library building to serve Winlock/Toledo area
Vader	Communication link with book drop in local business or senior center

TIMBERLAND REGIONAL LIBRARY FACILITIES PRIORITIES – DETAILED

5/8/99

Start within five years or less
Priority one

Yelm

Recommendation: Construct a 15,000 square foot facility in Yelm.

Description: The library would feature a popular materials collection for adults, teens, and children, and a core reference collection. A homework center would provide materials in support of school curricula, and a computer lab would provide sufficient PC's to meet community needs. The building would include a meeting room wired and equipped for use of cable TV, amplification systems, audiovisual equipment and electronic media.

Explanation: The existing facility in Yelm is 2,000 square feet, but is currently providing very similar service levels as provided at the new (14,400 square feet) North Mason facility in Belfair. The chart below provides some comparisons.

	Yelm	North Mason
Registered borrowers	7,512	7,081
Circulation (1998)	146,801	133,668
Circulation per sq. ft.	73.42	9.28
Patrons per open hour	38.35	44.87
Library materials per sq. ft.	12.72 volumes	2.86 volumes

Compared with all Timberland libraries, the Yelm Library has the greatest circulation per square foot (73.42) and number of reference questions asked per square foot (7.38), and is second only to the McCleary Library in the number of materials in the collection per square foot (12.72).

In the immediate Yelm area, there were approximately 3,101 residential units in 1997. Residential construction has continued since then and is projected to continue over the next 10-20 years.

Olympia

Recommendation: Create a Westside Olympia branch library of approximately 5,000 square feet in a storefront location.

Description: The branch library would feature a popular materials collection for adults, teens and children, a core reference collection augmented by on-line resources, a homework center with quiet study areas and materials in support of school curricula, and a computer lab.

Explanation: In a survey of patrons entering the Olympia Library during the week of September 1, 1998, one-third of those with an Olympia address lived on the west side.

Olympia Address	East-side Residents	West-side Residents
582	375	207

The growing population of Olympia's west side faces increasing congestion on roads to downtown. Creating a branch library near those neighborhoods will help mitigate the impact of usage on crowded east-west streets and on the downtown library facility.

Olympia

Recommendation: Construct a 15,000 square foot Central Resource Center adjoining a new 55,000 square foot downtown Olympia library.

Description: The Central Resource Center would contain a reference collection of approximately 15,000 volumes, back issues of magazines, and last copies of titles withdrawn from other Timberland libraries; back-up reference; Quick-Info telephone reference; a computer lab for instructional classes; and quiet study rooms and reading areas. The Olympia library would feature an extensive collection of general materials, a core reference collection augmented by on-line resources, public-access PC's, quiet study rooms and reading areas, and meeting rooms wired and equipped for use of cable TV, amplification systems, audiovisual equipment, and electronic media.

Explanation: The need for a new downtown Olympia library was documented in a feasibility study by David Smith in 1995. Usage of the existing library exceeds Timberland's average in all categories, as is illustrated in the following chart (1997 statistics).

	Olympia	TRL Average
Patrons per open hour	106.73	39.50
Circulation per sq. ft.	36.95	23.35
Library materials per sq. ft.	8.33	6.43
Reference questions per sq. ft.	3.62	2.64

The reference staff of the Resource Center must have access to a general non-fiction collection, making it logical to combine these two facilities.

Chehalis

Recommendation: Remodel existing building for ADA access

Description: Currently bathrooms, staff workroom, the upstairs collections of all youth materials and the meeting room are not handicapped accessible. Remodeling would allow the library to better utilize space by moving part of the adult collection upstairs. The meeting room would be handicapped accessible as well as the youth area, restrooms, and workroom.

Explanation: The existing 5,900 square foot library on two floors was remodeled after an earthquake in 1949. Few improvements have been made since then. The restrooms are small with little ventilation and three stairs must be climbed to reach them. The staff work room is also up three stairs and thus is poorly used. The meeting room is on the second floor with no lift or elevator. The children's room is not on the same level as the rest of the second floor.

McCleary

Recommendation: Enlarge space to 1,000 sq.ft.

Description: An addition to the building on the parking lot side would enlarge the library as well as other city functions. The additional library space would provide a better-defined area for children, more reading space, and an increase to the total material collection.

Explanation: The library occupies 356 sq. ft of McCleary City Hall. The table below illustrates the activity level in the library:

	McCleary	TRL Average
Patrons per open hour	24.08	39.5
Circulation per sq. ft.	55.36	23.35
Reference questions per sq.ft.	4.04	2.64
Library materials per sq.ft.	19.88	6.43

The McCleary library is the smallest in Timberland. Experience in other Timberland libraries has shown that an increase in space will bring more patrons to the library.

Pacific Beach

Recommendation: Library building – 4,000 sq.ft.

Description: Create a new community library somewhere south of Moclips and north of Ocean Shores, containing a popular materials collection, core reference collection together with online resources, and material to support family learning.

Explanation: Since the closure of our North beach library 14 years ago, there has been no library west of Hoquiam. Residents of the beach area south of Taholah travel up to an hour to get to the nearest Timberland library. This area comprises a total population of approximately 1,800.

Westport

Recommendation: Relocate library/remodel bank building

Description: Remodel vacant Anchor Bank building into a new library facility.

Explanation: Currently the library occupies 950 square feet of Westport City Hall. It ranks after Yelm and McCleary as the third most crowded facility in Timberland.

	Westport	TRL Average
Circulation per sq. ft.	41.22	23.35
Reference questions per sq.ft.	3.06	2.64
Library materials per sq.ft.	12.13	6.43

By donation, the city has acquired a 1700 square foot building to house the library. Conversion from a bank to a library will require extensive remodeling.

South Bend

Recommendation: Install elevator

Description: Provide elevator access from ground level to upper story library.

Explanation: To enter the South Bend Library requires one to negotiate a steep, exterior flight of thirteen steps, which become slippery in wet or snowy weather. An elevator would bring the library closer to ADA accessibility. Currently patrons who cannot climb the steps must travel to Raymond (four miles distant) to receive service or, occasionally, the staff delivers materials to waiting patrons at the street.

Oakville

Recommendation: Remodel existing building to provide 1300 square feet space

Description: Add a wing to the existing Oakville City Hall to provide additional space and more security.

Explanation: The Oakville City Hall is in an old church with the Oakville Timberland Library in the back part of the former sanctuary. The front is used for city council meetings and municipal court. There is no secure divider between the collection and the sanctuary. An addition would provide additional space for the library and a room for library programs as well as secure space.

Aberdeen

Recommendation: Designate parking areas for patrons of the remodeled library

Description: Certain downtown parking areas would be designated for the use of library patrons.

Explanation: The city has designated four parking spaces for library staff. Local businesses have donated eight others. All other space is either street parking or alleyway (seven spaces) shared with all the surrounding businesses. Patrons have complained of difficulty finding places to park.

Start within five years or less
Priority two

Ocean Park

Recommendation: Expand building

Description: Expand existing building to add additional collection and service space, office space for staff work and interaction, and storage space.

Explanation: The Ocean Park Library is comparable in size to Hoodsport or Tenino, but has a circulation nearly twice that of Hoodsport and more than half again that of Tenino. Ocean Park’s circulation is close to that of Montesano, but with less than half the space of Montesano’s.

	Ocean Park	Hoodsport	Tenino	Montesano
Building size (sq.ft.)	3,200	3,600	2,920	7,500
Circulation (1998)	73,518	37,051	46,346	79,433
Circulation per sq. ft.	22.97	10.29	15.87	10.59
Library materials per sq. ft.	6.21	4.35	5.25	3.87

There is miniscule office space, allowing no confidential staff interchanges and little storage. There is need for additional service area and work area.

Rochester/Grand Mound area

Recommendation: Cooperative school/public library arrangement

Description: The library would be a combined effort with the Rochester School District. An agreement to provide materials and access for the community would be negotiated. The library would feature a popular materials collection for adults and children. Reference materials would be provided through computer access to Timberland’s reference databases.

Explanation: The Rochester/Grand Mound area is an unincorporated area in southern Thurston County. This is a rapidly growing area with libraries in Oakville (open 20 hours per week), Tumwater (open 58 hours per week), and Centralia (open 58-62 hours per week) 10-15 minutes away.

Mineral

Recommendation: Cooperative school/public library arrangement

Description: The library would be a combined effort with the Morton School District at their Mineral Elementary School. An agreement to provide materials and access for the community would be negotiated. The library would feature a popular materials collection for adults and children. Reference materials would be provided through computer access to Timberland's reference databases.

Explanation: Mineral is 35 minutes from the Mountain View Timberland Library in Randle. It is located 14 minutes north of Morton, a noncontracting town within Lewis County. About 550 people live in this community which is near a lake and has recreational residents during part of the year.

Taholah

Recommendation: Cooperative school/public library arrangement

Description: The library would be a combined effort with the Quinault Tribe at their Taholah School. An agreement to provide materials and access for the community would be negotiated. The library would feature a popular materials collection for adults and children. Reference materials would be provided through computer access to Timberland's reference databases.

Explanation: Taholah is 60 minutes from the Hoquiam Timberland Library. It is located north end of the Pacific Beach area. About 788 people live on this coastal part of the Quinault Reservation.

Steamboat Island area

Recommendation: Cooperative school/public library arrangement

Description: The library would be a combined effort with the Griffin School District. An agreement to provide materials and access for the community would be negotiated. The library would feature a popular materials collection for adults and children. Reference materials would be provided through computer access to Timberland's reference databases.

Explanation: The Steamboat Island area is an unincorporated area in Thurston County west of Olympia. This area is 25 minutes from the Olympia Timberland Library. About 6,000 people live on this peninsula.

Boistfort Valley area

Recommendation: Cooperative school/public library arrangement

Description: The library would be a combined effort with the Boistfort School District. An agreement to provide materials and access for the community would be negotiated. The library would feature a popular materials collection for adults and children. Reference materials would be provided through computer access to Timberland's reference databases.

Explanation: The Boistfort Valley area is an unincorporated area in Lewis County southwest of Chehalis. This agricultural valley area is 20 minutes from the Chehalis Timberland Library. The Boistfort School is K-8 with a very small library. About 200 people live in the valley.

Matlock

Recommendation: Cooperative school/public library arrangement

Description: The library would be a combined effort with the Matlock School District. An agreement to provide materials and access for the community would be negotiated. The library would feature a popular materials collection for adults and children. Reference materials would be provided through computer access to Timberland's reference databases.

Explanation: Matlock is a small school district located 15 minutes from Shelton and included in spite of the 20-minute standard because of resident requests to bring library service to the area. Population is 650.

North River

Recommendation: Cooperative school/public library arrangement

Description: The library would be a combined effort with the North River School District. An agreement to provide materials and access for the community would be negotiated. The library would feature a popular materials collection for adults and children. Reference materials would be provided through computer access to Timberland’s reference databases.

Explanation: Isolated along the North River Valley are the hamlets of Vesta and Brooklyn and environs, a total population of about 300, served by a tiny K-12 school with a miniscule library and a long history of cooperation with Timberland. Distances from the nearest Timberland library range from thirty to sixty minutes.

Wishkah

Recommendation: Cooperative school/public library arrangement

Description: The library would be a combined effort with the Wishkah School District. An agreement to provide materials and access for the community would be negotiated. The library would feature a popular materials collection for adults and children. Reference materials would be provided through computer access to Timberland’s reference databases.

Explanation: North of Aberdeen, the Wishkah Valley is an agricultural and timber area of about 200 people, served by a small K-12 school with a long tradition of cooperation with Timberland. The school is 30 minutes driving distance from the nearest library – Aberdeen.

Lacey

Recommendation: Cooperate with schools to develop a homework center in the vicinity of the intersection of Yelm and Ruddell roads.

Description: A small space (1000-1500 square feet) in a community center or school would be furnished and equipped to provide quiet study areas, computers and materials in support of school curricula.

Explanation: This area of Lacey is planned for intensive residential construction of the “neighborhood community” design concept. Schools and shops will be part of these neighborhoods, making services convenient to residents. The Horizon Pointe project near the intersection of Yelm Highway and Ruddell Road is planned for

2,500 single and multi-family units. Providing a homework center for area schoolchildren fits within the neighborhood concept, will relieve pressure on the downtown Lacey Library, and help ease traffic on city streets.

Start within five years or less

Priority three

Humptulips area

Recommendation: Communication link and book drop in local business

Description: Computer kiosk and book drop location with regular courier pickup on the Hoquiam-Amanda park route.

Explanation: Humptulips is just over 20 minutes from either Hoquiam or Amanda Park libraries, and serves as the local crossroads for Axford Prairie and the southern border of Quinault tribal land. It would be a central point for limited service, while the two libraries would provide full service opportunity.

Start within 6-10 years

Doty/Dryad area

- Recommendation: Communication link and book drop in local business
- Description: The library would provide a computerized link to Timberland for residents to have access to the catalog, reference databases, and some other electronic services. Space in a business or community center with volunteers available to assist people at designated times. Materials would be mailed to the residents and a return book drop would be available.
- Explanation: The Doty and Dryad communities are located 25 minutes from the Chehalis Timberland Library. They are 5 minutes from Pe Ell, a noncontracting town within Lewis County. About 200 people live in the two communities.

Chehalis

- Recommendation: New building, 10-12,000 square feet
- Description: The library would feature a popular materials collection for adults, teens, and children. A homework center with quiet study areas would provide materials in support of school curricula, and a computer lab would provide sufficient PC's to meet community needs. A core reference collection would be augmented by on-line resources. The building would include a meeting room wired and equipped for use of cable TV, amplification systems, audiovisual equipment and electronic media.
- Explanation: The existing facility in Chehalis is 5900 square feet but the space is poorly utilized. The building was remodeled after an earthquake in 1949 and has not been upgraded since. There is no handicapped access to the bathroom or the youth services collections, meeting room and local history/periodicals room on the second floor. Their service level is similar to Hoquiam.

	Chehalis	Hoquiam
Registered borrowers	5815	5947
Circulation (1998)	114,470	105,208
Circulation per sq. ft. (9/98)	19.9	8.93
Patrons per hour	11.54	N/A
Collection size per sq. ft.	6.43	2.84

Westport

Recommendation: Feasibility study for expansion

Description: Conduct a feasibility study to determine the need for more space and the alternate options within Westport.

Explanation: Additional space gained through the move to the remodeled bank building will provide better space for collection and staff. A meeting room will not be included in the new space. The library may need more space for additional computers.

Winlock

Recommendation: Feasibility study for expansion

Description: Conduct a feasibility study to determine the possibility of finding more space within downtown Winlock.

Explanation: The current space is a remodeled storefront. There is little dedicated library parking and no meeting room. The library may need more space for additional computers.

Lacey

Recommendation: Construct a 10,000 square foot branch library in the Hawks Prairie area.

Description: The library would feature a popular materials collection for adults, teens, and children. A homework center with quiet study areas would provide materials in support of school curricula, and a computer lab would provide sufficient PC's to meet community needs. A core reference collection would be augmented by on-line resources. The building would include a meeting room wired and equipped for use of cable TV, amplification systems, audiovisual equipment and electronic media.

Explanation: The Hawks Prairie area is undergoing intensive residential development. Residential units in that immediate area in 1997 totaled 6,079, and new construction is continuing. Road construction/improvement projects costing over \$6 million are planned for the I-5 interchange and vicinity, and the city of Lacey has targeted Hawks Prairie for additional commercial development as well.

It is anticipated that service at the newly remodeled downtown Lacey library will reach maximum capacity levels within 10 years. A Hawks Prairie branch will enable the main library to remain viable through 2015. At such time as the Lacey library can no longer meet the demand for service, a feasibility study should be done to determine whether an addition to that facility could be constructed.

Hoodsport

Recommendation: Feasibility study to expand area for youth services

Description: Conduct a feasibility study to determine how more space may be added to the Hoodsport Library to provide a better youth services area.

Explanation: The Hoodsport Library is the former North Mason (Belfair) Library that was floated down Hood Canal and improved. The corner that had been a children's area is now a reading area with comfortable seating with a view of the canal. The youth of all ages need much more space for studying and reading

Amanda Park

Recommendation: Feasibility study for expansion

Description: Conduct a feasibility study to determine the need for more space and how it would relate to current functions.

Explanation: In 1991, Timberland constructed a new facility on Quinault Tribal property adjacent to the schoolgrounds. The Amanda Park community is isolated and has limited population growth expectations. Space may be needed for additional computers, materials or a larger meeting room.

Packwood

Recommendation: Feasibility study to expand for a meeting room

Description: Conduct a feasibility study to determine how the current building may be remodeled to add space for a meeting room.

Explanation:

The Packwood library is a log building that has had many uses before it was donated to Timberland in 1981. As the collection and patron use increased, the former area used for a meeting room was converted to space for youth services. There is a need for a meeting room since programs for youth are held in the open area of that area (capacity 40) and adult programs are held in the open area of the main part of the library (capacity 20). Timberland is increasing the variety of adult programs and attendance will eventually exceed what can fit into the areas currently used for programs.

Start within 11-15 years

Naselle

- Recommendation: Feasibility study for expansion
- Description: Conduct a feasibility study to determine the need for more space and how it would relate to current functions.
- Explanation: In 1991, the new Naselle Timberland Library opened. The staff and community were delighted with the new facility. Space for staff use is very limited and additional public space may be needed for more computers, materials or a larger meeting room.

South Bend

- Recommendation: Feasibility study to expand for meeting room
- Description: Conduct a feasibility study to determine how the current building may be remodeled to add space for a meeting room.
- Explanation: There is no room in this upper story library for a meeting room without sacrificing collection space. The unfloored basement (ground level) may be remodeled to provide a meeting room and other needed space.

Centralia

- Recommendation: Feasibility study to determine how additional space may be added to the building
- Description: Conduct a feasibility study to determine the possibility of expanding further into the park, increasing the second floor and/or remodeling current space. Options for remodeling current space follow.
- Explanation: The two-story Carnegie library was remodeled in 1978 to provide additional space. In 1997 collections and public space were rearranged to accommodate additional computers. The congested workroom, lack of youth services office space and poor workflow for the circulation staff was not addressed.
- Option: Remodel second floor to add collection space

Description: Fill in part of the balcony area of the second floor to provide more space for collections on the second floor.

Explanation: Currently the Young Adult area, science fiction collection and back issues of periodicals fill the available space on the perimeter of the second floor balcony. The open area of the second floor (approximately 400 sq.ft.) could be partially filled to accommodate additional collections or a better seating area for teens.

Option: Remodel garage and present staff work area

Description: Remodel the garage and present staff workroom to provide youth services offices and a workroom that is less congested. Moving the library manager's office may be considered to provide a checkin area near the Silver Street entrance.

Explanation: The public circulation area is separated from the workroom by an elevator shaft and several doors. Logical workflow is hampered by the separation of the functions of public service and sorting materials. The youth services staff and the circulation supervisor have desks in the workroom allowing little privacy or space for work tools beyond the conventional desk. The garage is used for storage by the staff and Friends of the Centralia Timberland Library. The Timberland van has parked in the garage when library staff who used the van worked at the Centralia Library.

Elma

Recommendation: Feasibility study for expansion

Description: Conduct a feasibility study to determine the need for more space and the options for adding additional space to the Elma library.

Explanation: In 1994 the Elma Timberland Library moved into the new building. The Elma community is approximately 30 minutes from Olympia and more people are commuting to work in that area. To accommodate an increase in use and equipment, the library may need to be enlarged by the year 2015.

Start within 16-20 years

Mountain View

- Recommendation: Feasibility study for new building
- Description: Conduct a feasibility study to determine the possibility of finding more space within the Randle community.
- Explanation: The current space is a remodeled storefront. There is little dedicated library parking and a small area for collection. A meeting room was added in 1998. The library will need more space for additional computers before the year 2020.

Raymond

- Recommendation: Feasibility study to expand for meeting room
- Description: Conduct a feasibility study to determine how the current building may be remodeled to add space for a meeting room.
- Explanation: The Raymond Library is a two-floor library with reference service on the second floor and circulation on the first floor. A former staff room is sometimes used as a small meeting room. Remodeling is needed to improve space for adult programs.

Tenino

- Recommendation: Feasibility study to expand for meeting room
- Description: Conduct a feasibility study to determine how the current building may be remodeled to add space for a meeting room.
- Explanation: The Tenino is in a former bank building, using the vault for storage and the librarian's office. Furniture is moved in the reading area to provide programs for all ages. Creativity will be needed to add space to this building on a corner lot with a small parking lot.

Lacey

- Recommendation: Feasibility study of where to provide additional 10-15,000 square feet of space

Description: Conduct a feasibility study to determine the need for additional space for the Lacey Timberland Library located near Lacey City Hall.

Explanation: Growth in the area may determine there is a need for more space at the current Lacey Library. The building was not constructed with allowances for any additions. Careful considerations will need to be made of the need, space constraints and other options for service in the Lacey area.

**Timberland Regional Library
Facilities Priorities
Prioritized by the Management Council on April 12, 1999**

Recommendations	Votes in each priority 1-6						Total Votes	Score
	1	2	3	4	5	6		
Yelm	13	5			1		19	105
Olympia - Downtown and Reference Center	4	4	2	3	2	3	18	68
Chehalis	1	2	7	3	4		17	61
Olympia - Westside branch	1	3	3	3	2	3	15	47
Westport		1		4	5	2	12	29
South Bend elevator		3	2			3	8	26
McCleary expansion		1	1	2		2	6	17
Aberdeen parking			1	1	2	2	6	13
Lacey - Hawks Prairie branch			2		1	2	5	12
Pacific Beach library				2	1		3	8
Ocean Park expansion				1	1		2	5
Taholah - school/public library			1				1	4
Oakville remodel					1		1	2

**Timberland Regional Library
Facilities Priorities
Prioritized by the Library Managers on April 26, 1999**

Recommendations	Votes in each priority 1-8								Total Votes	Score
	1	2	3	4	5	6	7	8		
Yelm	11	5	3	1				1	20	147
Olympia downtown & Resource Center	4	7	1		4	1			17	106
Chehalis, remodel	3	3	2			4	1		13	71
South Bend elevator	1		1	9	1	1	1	1	15	69
Olympia westside	1	2	2	2	3	1	1		12	61
McCleary expansion		1	3	1		6	1	1	12	51
Pacific Beach library	1	2	3		1		2	2	11	50
Oakville remodel		1		3		1	3	1	9	32
Westport*			3		1		1	4	9	28
Aberdeen parking	1				3		3		7	26
Ocean park expansion		1	1				1	1	4	16
Rochester/Grand Mound school/library partnership			1		2		1		4	16
Taholah school/library partnership				1	1	2		1	5	16
Wishkah school/library partnership		1					1	1	3	10
Mineral school/library partnership					1	2			3	10
Matlock school/library partnership			1			1			2	9
Lacey, Hawks Prairie library			1			1			2	9
Bay Center bookdrop				1	1				2	9
Mountain View feasibility study	1								1	8
Steamboat Island school/library partnership				1				2	3	7
Chehalis, new			1						1	6
Centralia-Chehalis school/library partnership				1					1	5
Lacey school/library partnership					1				1	4
Shelton school/library partnership					1				1	4
Grapeview					1				1	4
Lacey, south, homework center							1	1	2	3
Humtulsips communication link							1	1	2	3
Winlock						1			1	3
Skokomish Tribe						1			1	3
Boistfort Valley school/library partnership							1		1	2
Toledo							1		1	2
North River school/library partnership							1		1	2
McCleary school/library partnership								1	1	1
Morton								1	1	1
Tahuya								1	1	1
Doty/Dryad communication link								1	1	1
Centralia homework center								1	1	1
*Westport suggestions (all included above):										
Remodel			1		1			3	5	13
New building			1				1	1	3	9
Feasibility study			1						1	6

**Timberland Regional Library
Facilities Priorities
Prioritized by the Community Advisory Committee on April 14, 1999**

Recommendations	Votes in each priority 1-6						Total Votes	Score
	1	2	3	4	5	6		
Olympia - Downtown and Reference Center	2	3	1			1	7	32
Chehalis	1	2	1		1		5	22
Yelm	1	1	1				3	15
McCleary		1	1	1	1	1	5	15
South Bend Elevator			2	1	1		4	13
Olympia - Westside Branch	2						2	12
Lacey Homework	2						2	12
Centralia				1	2	1	4	8
Toledo			1				1	4
Doty/Dryad				1			1	3
Taholah				1				3
Pacific Beach Library				1			1	3
Oakville					1		1	2
Westport						2	2	2