

**norwalk**  
EASTER PUBLIC LIBRARY

## SPACE NEEDS ASSESSMENT



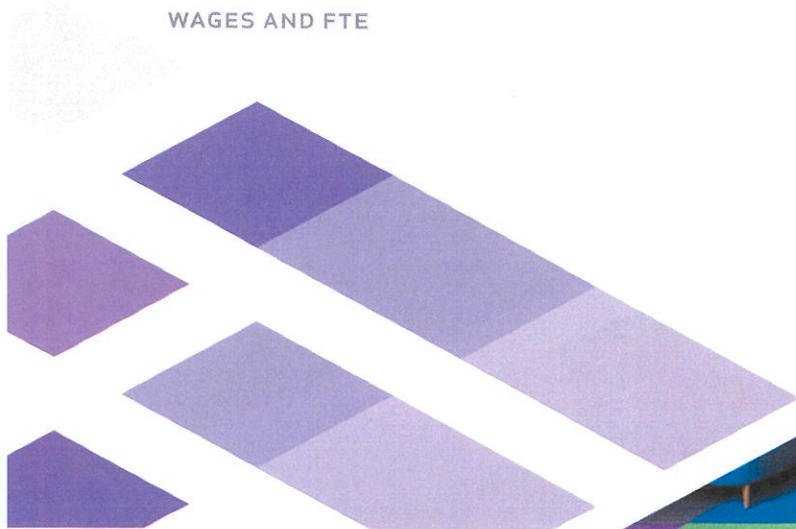
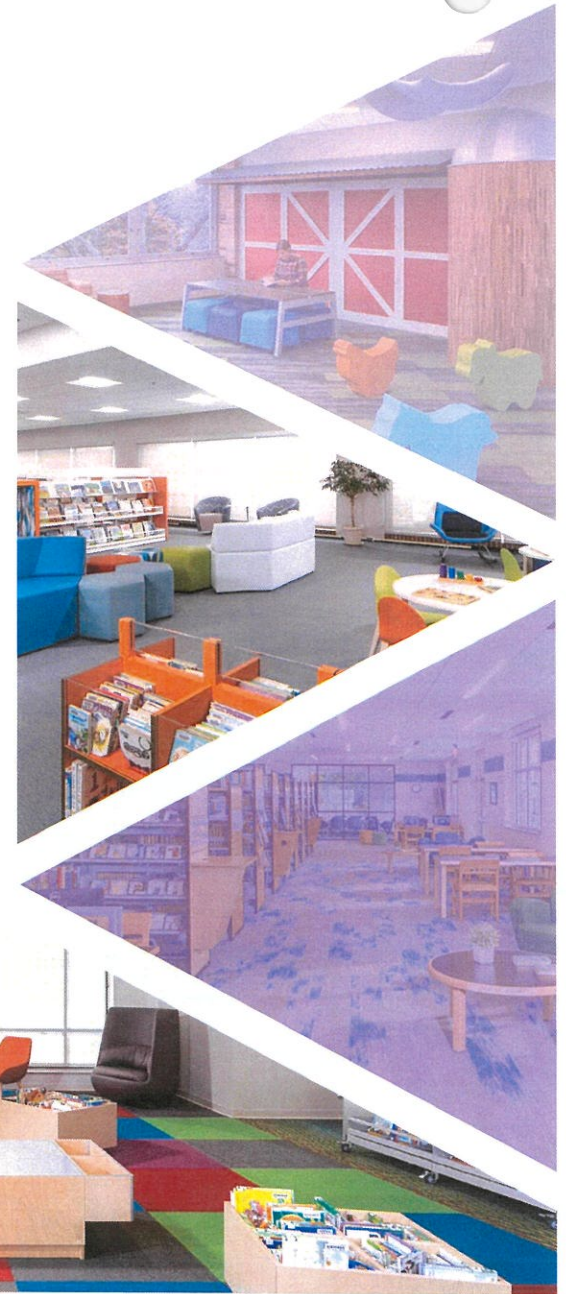
FEH DESIGN



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### MISSION

Creating a better world through DESIGN - for our families, our clients, and our communities.

### VISION

To be recognized for enriching the quality of life of clients and communities through our insightful, collaborative approach creating impactful DESIGN solutions.

### CORE VALUES

Honesty - Integrity - Professionalism - Accountability  
Creativity - Quality - Leadership - Inspiration  
Stewardship - Sustainability

# IOWA LIBRARIES PEER GROUP COMPARISON

## Introduction

The City of Norwalk has been experiencing significant population growth over the last 10 years. This unprecedented growth is likely to continue for some time as Norwalk continues to be successful. This growth has pushed the Norwalk Easter Public Library from an E Size Code Library up to an F Size Code Library according to the State Library of Iowa. The Size Code also establishes Norwalk's peer group of Libraries around Iowa. These statistics give the Library a sense of how they are doing compared to like sized communities around the State of Iowa.

Statistic compiled by the State Library of Iowa are updated annually and incorporated into the document "Iowa Public Library Statistics" with the latest version dated July 1, 2019 – June 30, 2020. As stated in the document: These Library statistics are used at the local, regional, state, and national levels. They are used to compare library performance, justify budget requests, track library data over time, assist in planning and evaluation, and provide valuable information for grants and other library programs. All 50 states collect information according to guidelines and definitions established by the Public Library Statistics Cooperative (PLSC).

The graphs below show how Norwalk compares to the other Libraries in its peer Size Code classification. In addition to Norwalk, the other F Size Code Libraries include Altoona, Boone, Carroll, Clive, Coralville, Fort Madison, Grimes, Indianola, Johnston, Keokuk, Muscatine, Newton, North Liberty, Oskaloosa, Pella, Spencer, Storm Lake and Waukee.



# IOWA LIBRARIES PEER GROUP COMPARISON

## Collections

Size Code	City	Printed Books	Audio Items	Video Items	Other Phys Items	Total Phys Items	Ebooks	Audio DL Items	Video DL Items	Total Items	Total DL & Phys Items	Lic Databases
F	Altoona	43,913	5,024	5,743	0	54,680	62,725	28,455	50	91,230	145,910	50
F	Boone	62,069	3,626	4,713	1,045	71,453	59,839	27,412	50	87,301	158,754	48
F	Carroll	42,615	1,766	4,603	29	49,013	60,013	36,263	50	96,326	145,339	56
F	Clive	67,851	4,525	6,856	29	79,261	59,813	27,399	50	87,262	166,523	46
F	Coralville	92,357	10,820	10,968	784	114,929	23,171	9,941	0	33,112	148,041	69
F	Fort Madison	44,294	4,603	5,300	39	54,236	59,781	27,368	50	87,199	141,435	47
F	Grimes	30,629	1,297	5,022	767	37,715	62,165	30,231	850	93,246	130,961	51
F	Indianola	38,868	2,338	2,015	146	43,367	60,847	27,411	50	88,308	131,675	45
F	Johnston	68,636	10,033	10,334	534	89,537	60,346	27,633	50	88,029	177,566	49
F	Keokuk	30,380	679	3,906	1,040	36,005	60,203	27,650	52	87,905	123,910	50
F	Muscatine	62,362	5,219	10,162	1,167	78,910	12,416	1,132	0	13,548	92,458	56
F	Newton	58,799	5,413	4,309	975	69,496	60,070	27,519	50	87,639	157,135	48
F	North Liberty	39,631	2,390	5,219	141	47,381	28,474	12,378	0	40,852	88,233	13
F	Oskaloosa	52,005	3,161	6,338	661	62,165	59,781	27,368	50	87,199	149,364	47
F	Pella	67,736	4,423	8,063	1,503	81,725	59,826	27,385	50	87,261	168,986	51
F	Spencer	42,122	2,643	11,385	3,168	59,318	59,781	36,263	50	96,094	155,412	49
F	Storm Lake	37,599	1,095	3,018	41	41,753	59,781	27,368	50	87,199	128,952	47
F	Waukee	33,130	1,457	4,680	637	39,904	59,948	27,432	77	87,457	127,361	57

Total Size F	914,996	70,512	112,634	12,706	1,110,848	968,980	456,608	1,579	1,427,167	2,538,015	879
Average	50,833	3,917	6,257	706	61,714	53,832	25,367	88	79,287	141,001	49
Minimum	30,380	679	2,015	0	36,005	12,416	1,132	0	13,548	88,233	13
Maximum	92,357	10,820	11,385	3,168	114,929	62,725	36,263	850	96,326	177,566	69
Count	18										
25th Percentile	39,059	1,909	4,622	66	44,371	59,781	27,368	50	87,199	129,454	47
50th Percentile	44,104	3,394	5,260	649	56,999	59,833	27,412	50	87,379	145,625	49
75th Percentile	62,289	4,919	7,761	1,024	77,046	60,170	27,646	50	88,238	156,704	51

E	Norwalk	27,114	2,223	2,897	308	32,542	59,863	27,450	50	87,363	119,905	48
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# IOWA LIBRARIES PEER GROUP COMPARISON

## Services / Size

Size Code	City	Pop	Internet PC's	Internet Use	Kids Prog	Kids Prog Attend	YA Prog	YA Prog Attend	Adult Prog	Adult Prog Attend	Sq. Ft. of Building	Visits	Visits Per Capita
F	Altoona	14,541	8	9,000	321	8,338	36	273	154	4,331	19,300	87,772	6.04
F	Boone	12,661	31	9,827	260	5,528	60	1,253	246	1,891	33,000	79,180	6.25
F	Carroll	10,103	8	4,496	340	9,740	0	0	108	1,030	19,760	45,967	4.55
F	Clive	17,506	5	6,084	489	12,159	28	238	228	4,029	11,000	46,329	2.65
F	Coralville	18,907	68	19,132	231	9,690	31	711	251	3,578	49,500	159,991	8.46
F	Fort Madison	11,051	11	4,422	124	1,574	140	433	35	409	16,500	33,808	3.06
F	Grimes	11,423	10	3,855	500	11,739	25	590	40	385	6,439	71,715	6.28
F	Indianola	14,782	6	3,806	153	6,138	29	244	43	846	11,250	51,478	3.48
F	Johnston	20,460	26	14,332	195	5,470	146	3,075	144	1,544	27,000	94,644	4.63
F	Keokuk	10,780	14	6,302	202	2,001	38	178	68	1,012	17,623	50,912	4.72
F	Muscatine	22,886	10	10,776	366	11,983	9	67	29	571	25,000	140,692	6.15
F	Newton	15,254	9	5,548	180	6,310	13	145	100	4,042	21,000	51,015	3.34
F	North Liberty	18,299	30	7,938	678	16,414	19	183	240	2,709	17,900	114,096	6.24
F	Oskaloosa	11,463	22	5,197	214	1,308	77	390	69	676	25,000	47,457	4.14
F	Pella	10,352	9	5,536	536	6,288	17	31	148	3,033	21,000	89,577	8.65
F	Spencer	11,233	27	7,883	288	5,728	89	4,129	143	1,910	14,835	41,318	3.68
F	Storm Lake	10,600	3	2,598	50	391	0	0	63	529	9,350	37,423	3.53
F	Waukee	17,945	7	5,250	598	13,841	57	729	102	1,439	16,315	83,678	4.66

Total Size F	260,246	304	131,982	5,725	134,640	814	12,669	2,211	33,964	361,772	1,327,052	
Average	14,458	17	7,332	318	7,480	45	704	123	1,887	20,098	73,725	5.03
Minimum	10,103	3	2,598	50	391	0	0	29	385	6,439	33,808	2.65
Maximum	22,886	68	19,132	678	16,414	146	4,129	251	4,331	49,500	159,991	8.65
Count	18											
25th Percentile	11,097	8	4,671	197	5,485	18	153	64	719	15,205	46,611	3.57
50th Percentile	13,601	10	5,816	274	6,299	30	259	105	1,492	18,600	61,597	4.64
75th Percentile	17,835	25	8,735	458	11,239	59	681	153	2,952	24,000	89,126	6.21

E	Norwalk	8,941	11	4,494	198	5,704	18	538	103	982	11,500	47,710	5.34
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\* Grimes recently completed a Space Needs Assessment that indicated a building size of 30,000 sf. They are currently in constructions of a 22,000 sf new library.

# SPACE NEEDS ASSESSMENT EXPANDED COLLECTIONS

## Introduction

The twenty-first century public library is a dynamic institution. Prior to the onset of the pandemic, America's public libraries had experienced a decade during which more people visited public libraries than in any other time in history. Today's public libraries are far more than passive book warehouses; they have become vital community hubs and bustling centers of learning for people of all ages.

Norwalk is faced with the challenge of planning a library facility for a community that has experienced rapid growth over the last decade. Based on the community's growth over the last decade, the existing Norwalk Easter library facility is already undersized by contemporary standards. Current and anticipated ongoing growth confronts the community with the challenge of providing the library infrastructure necessary to maintain and enhance the very high quality of life that is attracting people to move to the community.

Many elements contribute to the determination of the appropriate size of a modern public library facility. The primary factors include the design population (the estimated number of people living in the jurisdiction[s] the library will serve), the characteristics of the service population (the relative percentages of pre-school children, school-aged children and teens, adults, and seniors), and the suitable size of the collections of materials necessary to meet the needs of the population to be served.

Public library facilities are typically planned using a 20 year time horizon. In short, planning is conducted with the expectation that the library building that is designed will meet the needs of the community for at least 20 years. In truth, many library buildings continue to be used without major expansions for 30, 40, or even 50 years. Designing a building to meet the needs that exist at the time of construction usually leads to sub-standard service and/or the need for costly expansion in the near future.

FEH DESIGN uses a unique, interactive space planning tool to create a detailed estimate of library facility needs that is based on both well-established professional standards and emerging service trends. Our proprietary tool is updated frequently to reflect innovations in technology and in modes of service delivery. After reviewing the library's strategic plan and collecting some basic data regarding existing collection sizes, staffing, and services, the FEH DESIGN team worked with the Library Director to implement the space-needs analysis called for in the Library's strategic plan.



# SPACE NEEDS ASSESSMENT EXPANDED COLLECTIONS

# Introduction

One of the major strengths of the FEH DESIGN space planning tool is that it enables those involved in the planning process to immediately see the square footage impact of making various assumptions including population growth, collection size, staffing levels, types of seating and meeting spaces, and the deployment of technologies such as radio-frequency identification (RFID). As part of the process, the Library Director and FEH DESIGN staff, including our library planner (who is a professional librarian) developed multiple scenarios based on different levels of population growth, the application of professional standards for collection sizes, and discussions regarding the “user-friendliness” of public and staff spaces of various types.

The results of the application of various assumptions resulted in a recommended facility size of between 31,165 Gross Square Feet (GSF) and 34,305 GSF. The service populations applied to these scenarios ranged from a 20 year target population of 20,206 to 23,016. In both instances, the service population took into account the rural population served as well as the anticipated City population. An assumption was also made regarding collection size. Professional library standards suggest that a public library should maintain an up-to-date collection of between three (3) and four (4) volumes per capita. Based on the higher population projection (23,016), this generates a collection of between 69,049 volumes and 92,066 volumes. The largest scenario (34,305 GSF) is designed for an initial collection of 66,648 volumes with a level of shelf-loading to accommodate eventual growth to comfortably house approximately 80,000 volumes over time.

The summary sheets generated by the application of the space planning tool process provides details regarding target collection sizes for adults, children, and teens, space to be allocated to seating of various types, public computers and mobile technologies, public meeting spaces, staff spaces, storage space and non-assignable components.



# SPACE NEEDS ASSESSMENT EXPANDED COLLECTIONS SUMMARY

## SUMMARY OF ESTIMATED SPACE NEEDS - FEH DESIGN

### BASIC INFORMATION

Library Name	<b>Norwalk Easter Public Library</b>
Year Space Needs Analysis Performed	<b>2022</b>
Space Needs Calculation Target Year	<b>2042</b>
Design Population Applied	<b>23,016</b>

### COLLECTION SPACES

	Square Footage
Adult Collection Space Required	<b>2,415</b>
Children's Collection Space Required	<b>2,104</b>
Young Adult Collection Space Required	<b>465</b>
<b>TOTAL COLLECTION SPACE REQUIRED</b>	<b>4,983</b>

**RUNNING TOTAL**  
34,305 GSF

### SEATING SPACES

	User Seats	Square Footage
Recommended Total User Seating Base (not including computer or meeting room seating). <b>NOTE: Total number of seats may differ from sum of counts for individual areas due to rounding.</b>	<b>109</b>	



# SPACE NEEDS ASSESSMENT EXPANDED COLLECTIONS SUMMARY

## CASUAL AND STUDY SEATING

Adult Casual and Study Seating Suggested Based on Population Served	55	2,460
Children's Casual and Study Seating Suggested Based on Population Served	44	1,531
Young Adult Casual and Study Seating Suggested Based on Population Served	11	492
<b>TOTAL CASUAL AND STUDY SEATING REQUIRED</b>		<b>4,482</b>

COMPUTER/ TECHNOLOGY SEATING	Computer Seats	Square Footage
Adult Desktop Computer Workstations	22	1,100
Children's Desktop/ Early Literacy/ Educational Game Workstations	8	360
Young Adult Desktop Computer Workstations	2	100
Laptop Bar Stations	4	96
<b>TOTAL COMPUTER/ TECHNOLOGY SPACE REQUIRED</b>		<b>1,656</b>
<b>TOTAL USER SEATING SPACE REQUIRED</b>		<b>6,138</b>

# SPACE NEEDS ASSESSMENT EXPANDED COLLECTIONS SUMMARY

**RUNNING TOTAL**  
34,305 GSF

<b>STAFF SPACES</b>	<b>Square Footage</b>
Director's Office	220
Other Enclosed Offices	760
Circulation Workstations	720
Reference/ Information Desk Workstation(s)	0
Children's Service Desk Workstation(s)	165
Young Adult Service Desk Workstation(s)	0
Other Service Desks	155
General Staff Workspace	2400
Staff Lunch/ Break Room	600
<b>TOTAL STAFF WORKSPACE REQUIRED</b>	<b>5,020</b>

# SPACE NEEDS ASSESSMENT EXPANDED COLLECTIONS SUMMARY

MEETING AND GATHERING SPACES	Occupancy	Square Footage
Conference Room #1	10	360
Conference Room #2	14	480
All-Purpose Room #1	125	1,875
All-Purpose Room #2	75	1,125
Children's Program Area	75	1,000
Children's Craft Area	30	420
Children's Creative Play Space	25	500
Maker Space	15	550
Computer Lab	0	-
Tutoring Space(s)	12	470
Group Study Space(s)	12	470
Other Meeting Space #1	3	125
Other Meeting Space #2	0	-
<b>TOTAL MEETING &amp; GATHERING SPACE</b>		<b>7,375</b>

# SPACE NEEDS ASSESSMENT

## EXPANDED COLLECTIONS SUMMARY

### SPECIAL USE SPACES

### Square Footage

34,305 GSF

Coffee Bar	64
Café	-
Art Gallery	-
Friends' Book Sale Area	118
Friends' Gift Shop	-
Friends' Office/ Book Sorting Area	1,176
Co-Working Space	-
Office for another organization/ agency	-
AMH (RFID) sorting equipment	283
<b>TOTAL SPECIAL USE SPACES</b>	<b>1,641</b>

# SPACE NEEDS ASSESSMENT

## EXPANDED COLLECTIONS SUMMARY

34,305 GSF

<b>MISCELLANEOUS SPACES</b>	
<p>Space for areas such as restrooms, mechanical rooms, janitorial storage are included in the percentage that is applied in the Structural Space/ Non-Assignable Space category. However, there are some important spaces that are not included in the functional categories above that are important to library operations. These are broken out below.</p>	
	<b>Square Footage</b>
Self Checkout Unit(s)	<b>180</b>
Copy Machine(s)	<b>100</b>
Dictionary Stand(s)	<b>0</b>
Atlas Stand(s)	<b>35</b>
Map Case(s)	<b>0</b>
Microform Cabinet(s)	<b>0</b>
Vertical File Cabinet(s)	<b>0</b>
Lateral File Cabinet(s)	<b>0</b>
<b>TOTAL MISCELLANEOUS SPACES</b>	<b>315</b>

# SPACE NEEDS ASSESSMENT EXPANDED COLLECTIONS SUMMARY

## UNCATEGORIZED SPACE

	Square Footage
Supply Storage	201
General Storage	759
Entrance Lobby(ies)	759
Service/ Loading Entrance	253
<b>TOTAL UNCATEGORIZED SPACE</b>	<b>1,971</b>

**TOTAL FUNCTIONAL SPACE 27,444**

**STRUCTURAL SPACE/ NON-ASSIGNABLE SPACE PERCENTAGE APPLIED**

**25 %**

**GRAND TOTAL ESTIMATED TOTAL SPACE NEED  
(GROSS SQUARE FEET)**

**34,305 GSF**

# SPACE NEEDS ASSESSMENT EXPANDED COLLECTIONS INPUT

## LIBRARY SPACE NEEDS ESTIMATOR - FEH DESIGN

This *Library Space Needs Estimator* is intended to provide an initial assessment of how much library space a community needs. It is not intended to be a replacement for more in-depth space planning.

Please enter information in the black-shaded boxes. Lines that require responses are also identified by the word **ENTER or SELECT** in violet as well as a description of the data/information that is required in the black boxes. Items marked **ENTER** require direct entry of data (type in the answer). Those marked with the word **SELECT** require the selection of an answer from a drop-down menu. Click on the arrow that will appear next to the black box to access the drop-down data. Grey-shaded boxes provide instructions or information to assist you in filling out the form.

<b>BASIC INFORMATION</b>		
<b>ENTER</b> Library Name	▶▶▶▶	Norwalk Easter Public Library
<b>SELECT</b> Current Year (XXXX)	▶▶▶▶	2022
<b>DESIGN POPULATION</b>		
<b>ENTER</b> Basic Population Served (Home Community)	▶▶▶▶	13,216
<b>SELECT</b> 10-Year Percentage Anticipated Growth (Home Community)	▶▶▶▶	50%
Home Community 10-Year Population Projection	2032	19,824
<b>ENTER</b> Extended Service Population (Additional Population Served)	▶▶▶▶	1,000
<b>SELECT</b> 10-Year Percentage Anticipated Growth (Extended Community)	▶▶▶▶	10%
Extended Community 10-Year Population Projection	2032	1,100
Combined 10-Year Design Population Projection	2032	20,924
<b>SELECT</b> Long-Term Anticipated Percentage Growth (Year 11 - 20)	▶▶▶▶	10%
<b>FINAL DESIGN POPULATION APPLIED TO CALCULATIONS</b>	2042	23,016
<b>STAFF</b>		
<b>ENTER</b> Total Number of Library Staff (Full-Time Equivalents)	▶▶▶▶	15.000
<b>ENTER</b> Total Number of Library Staff (TOTAL Number of PEOPLE - full-time and part-time)	▶▶▶▶	25
<b>RUNNING TOTAL</b>		34,305 GSF

NOTE: A small number appears initially because a few basic spaces are calculated initially.

# SPACE NEEDS ASSESSMENT EXPANDED COLLECTIONS INPUT

## COLLECTIONS

Communities currently served by libraries that are severely undersized or that are experiencing significant growth in population may wish to plan for larger collections than they have at the present time. Please enter below the overall percentage growth you believe is desirable for adult, children's, and young adult collections. **NOTE: Recognize that collection expansion comes with a cost both in terms of purchasing new materials and building a facility adequate to house the materials. Consider whether it is likely that your funding will support significant expansion.**

**SELECT** Desired Percentage growth of ADULT collections ▶▶▶ 100%

**SELECT** Desired Percentage growth of CHILDREN'S collections ▶▶▶ 100%

**SELECT** Desired Percentage growth of YOUNG ADULT collections ▶▶▶ 100%

### ADULT COLLECTIONS

**ENTER current** number of volumes in the ADULT general collection (books and audiobooks) **Include all ADULT books AND AUDIOBOOKS** ▶▶▶ 12,501

**ENTER current** number of ADULT DVDs, Music CD and other media collections except audiobooks **Do NOT include AUDIOBOOKS (Include them with books above)** ▶▶▶ 3,095

**ENTER current** number of ADULT magazine and newspaper TITLES ▶▶▶ 37

### CHILDREN'S COLLECTIONS

**ENTER current** number of PRE-SCHOOL (picture books, easy readers, board books) volumes ▶▶▶ 5,979

**ENTER current** number of general CHILDREN'S (j fiction, j non-fiction, chapter books and AUDIOBOOKS) volumes ▶▶▶ 8,830

**ENTER current** number of CHILDREN'S DVDs, Music CDs and other media collections except audiobooks ▶▶▶ 500

**ENTER current** number of CHILDREN'S magazine and newspaper TITLES ▶▶▶ 11

### YOUNG ADULT COLLECTIONS

**ENTER current** number of TEEN/ YOUNG ADULT volumes (all types) ▶▶▶ 2,419

**ENTER current** number of TEEN/ YOUNG ADULT magazine and newspaper TITLES ▶▶▶ 3

**RUNNING TOTAL**  
34,305 GSF

**You have indicated a total collection size (including future desired growth) of:**  
66,648

As a point of general reference, many public libraries offer collections of approximately 3 to 4 volumes per capita in the service area. Based on the design population calculation performed above, this would translate into between:

69,049 and

92,066 volumes



# SPACE NEEDS ASSESSMENT

## EXPANDED COLLECTIONS INPUT

The overall size of a library facility is affected by the degree of user-friendliness that is desired. For example, a library could be designed to meet the minimum clearance guidelines of the Americans with Disabilities Act (ADA) or it could be designed to create a spacious "living room" atmosphere.

If money were no object, most library planners would choose to maximize the users' experience by making the entire library as user-friendly as possible. Using lower-height shelving units, providing wider aisles between ranges of shelves, and offering more spacious seating areas and larger computer workstations are examples of design decisions that might be made. However money usually *IS* an important factor. Consequently, achieving the right balance between user-friendliness and cost is usually essential.

This planning tool takes the approach that these kinds of decisions shouldn't fall into the all-or-nothing category! It allows for the application of various degrees of user-friendliness to different functional areas of the library. Separate choices can be made regarding the desired degree of user-friendliness for shelving areas, seating areas, computer/technology areas, and staff areas. In each instance, the basic level of user-friendliness is called "**Minimum Acceptable User-Friendliness**." This level meets all ADA requirements and applies widely accepted professional standards to ensure efficient operation and to guarantee that spaces do not feel overly crowded. A second level, "**Moderate User-Friendliness**" applies larger unit measures to achieve an enhanced user experience. A third level is characterized as "**Ample User-Friendliness**." This level is characterized by spacious aisles, larger casual and study seating areas, and computer workstations with greater privacy and more expansive space for spreading user materials. Finally, we have provided a fourth level, which is characterized as "Hyper User-Friendliness." This can be considered as the **IDEAL** level and it often involves the use of alternative furnishings. For example, a children's area that is "**Hyper User-Friendliness**" adds additional qualities intended to enhance the user-experience and staff-efficiency. At the Hyper User-Friendliness level, browser bins are widely used instead of shelving for pre-school materials and many non-print items. DVDs are generally housed in browser shelving inserts instead of on regular shelves. Self contained study pods might be substituted for traditional casual or study seating and computer workstations might be large enough to accommodate two people working together. By adjusting the level of user-friendliness applied in the various functional categories, you can determine the impact of applying different priorities to the user-friendliness of collection areas, seating, areas, etc. More in-depth descriptions accompany each choice called for below.

### COLLECTION USER FRIENDLINESS

#### MINIMUM ACCEPTABLE USER-FRIENDLINESS IN COLLECTION AREAS

ADA-Compliant aisles (36"+ - normally 40") between stacks and 48" end aisles, traditional shelf heights (up to 84" in adult areas), ranges up to 6 sections long, most shelves used, minimum acceptable percentage shelf-loading (usually 85%)

#### MODERATE USER-FRIENDLINESS IN COLLECTION AREAS

42" aisles (48" end aisles), moderate shelf heights, ranges up to 5 sections long, most bottom shelves empty (except in Children's area), moderate percentage shelf loading (usually 80%)

# SPACE NEEDS ASSESSMENT

## EXPANDED COLLECTIONS INPUT

### AMPLE USER-FRIENDLINESS IN COLLECTION AREAS

48" aisles (and end aisles), low sheving heights, stack ranges no longer than 4 sections long, most bottom shelves empty (except in Children's area), ample space for reshelving on each shelf (usually 75% shelf-loading) , most pre-school children's items and non-print media in shelving units (as opposed to browser bins).

### HYPER USER-FRIENDLINESS IN COLLECTION AREAS

52" aisles (and end aisles), low sheving heights, stack ranges no longer than 3 sections long, most bottom shelves empty (except in Children's area), ample space for reshelving on each shelf (usually 70% shelf-loading) , browser bins for pre-school materials and most non-print/ media items.

- ▶▶▶ **SELECT** Desired level of user-friendliness of adult collections
- ▶▶▶ **SELECT** Desired level of user-friendliness of children's collections
- ▶▶▶ **SELECT** Desired level of user-friendliness of young adult collections >>>

Hyper User-Friendliness
Hyper User-Friendliness
Hyper User-Friendliness

**RUNNING TOTAL**  
34,305 GSF

### PUBLIC SEATING

### CASUAL AND STUDY SEATING USER-FRIENDLINESS

Traditional sized adult casual seating and adult study area seating (such as 4-top tables). Traditional (relatively small) children's and teen casual seating and appropriate-height for relatively small study seating (usually 4-top tables) for children, and teens.

### MINIMUM ACCEPTABLE USER-FRIENDLINESS OF CASUAL & STUDY SEATING

Somewhat enhanced comfort in casual seating areas (larger chairs) for adults, children, and teens/ young adults. Greater privacy in study areas (more table surface per user), some enclosed tutoring space(s).

### MODERATE USER-FRIENDLINESS OF CASUAL & STUDY SEATING

# SPACE NEEDS ASSESSMENT

## EXPANDED COLLECTIONS INPUT

### AMPLE USER-FRIENDLINESS

Comfortable casual spaces with somewhat larger easy chairs in adult areas. NO large (4-top or larger) study tables. Two-person study tables with adequate space between tables to afford good privacy. Some non-traditional study and casual seating for teens and children. At least one enclosed group study space in addition to at least one tutoring space.

### HYPER USER-FRIENDLINESS OF CASUAL & STUDY SEATING

Living room feel in casual seating areas with large easy chairs and occasional tables in adult areas. Greater privacy in study areas (individual and two-person tables with more space between tables). Innovative study seating such as pods or booths for teens, multiple enclosed group study areas in addition to tutoring spaces, multi-generational seating in children's area, highly creative seating for children and teens.

**SELECT** Desired Seating Distribution

Default settings are 60% Adult, 30% Children's, and 10% Teen/Young Adult

**SELECT** Desired Percentage Adult Seating

50%

**SELECT** Desired Percentage Children's Seating

40%

**SELECT** Desired Percentage Young Adult Seating

10%

TOTAL PERCENTAGE SHOULD EQUAL 100%

100%

- SELECT** Desired Level of User-Friendliness of Adult Seating ▶▶▶
- SELECT** Desired Level of User-Friendliness of Children's Seating ▶▶▶
- SELECT** Desired Level of User-Friendliness of Teen Seating ▶▶▶

Hyper User-Friendliness  
Hyper User-Friendliness  
Hyper User-Friendliness

### COMPUTER SEATING USER-FRIENDLINESS

### MINIMUM ACCEPTABLE USER-FRIENDLINESS OF COMPUTER WORKSTATIONS

Traditional single-user public-access computer workstations for adults, children, and teens.

**RUNNING TOTAL**  
34,305 GSF

# SPACE NEEDS ASSESSMENT

## EXPANDED COLLECTIONS INPUT

### MODERATE USER-FRIENDLINESS OF COMPUTER WORKSTATIONS

Moderate computer workstations with privacy dividers and some additional space to spread out work for adults and teens. Single-user workstations for children.

### AMPLE USER-FRIENDLINESS OF COMPUTER WORKSTATIONS

Somewhat larger computer workstations with privacy dividers and additional space to spread out work for adults and teens. Approximately 20% of adult workstations suitable for two individuals to work together. Double-sized workstations for children (space for 2 children or an adult and child to work together).

### HYPER USER-FRIENDLINESS OF COMPUTER WORKSTATIONS

Large computer workstations with privacy dividers and space to spread out work for adults and teens. Some double workstations for adults (space for multiple users to work together); at least half double-sized workstations for teens (space for 2 teens to work together); and all double-sized workstations for children (space for 2 children or an adult and child to work together). Booth-style group computer space for teens. Laptop bar space for plugging in and using user-owned devices.

**RUNNING TOTAL**  
34,305 GSF

<b>SELECT</b> Desired Level of User-Friendliness of Adult Computer Workstations	▶▶▶▶	Hyper User-Friendliness	
<b>SELECT</b> Desired Level of User-Friendliness of Children's Computer Workstations	▶▶▶▶	Hyper User-Friendliness	
<b>SELECT</b> Desired Level of User-Friendliness of Teen Computer Workstations	▶▶▶▶	Hyper User-Friendliness	
<b>ENTER</b> Desired Number of Adult Desktop Computer and Technology Workstations Include special purpose workstations such as microfilm units, units for visually impaired, as well as printer and scanner stations.	▶▶▶▶		22
<b>ENTER</b> Desired Number of Children's Desktop Early Literacy/ Educational Game Computer Workstations	▶▶▶▶		8
<b>ENTER</b> Desired Number of Young Adult Desktop Computer Workstations	▶▶▶▶		2
<b>ENTER</b> Desired Number of Laptop Bar Stations	▶▶▶▶		4

# SPACE NEEDS ASSESSMENT

## EXPANDED COLLECTIONS INPUT

### STAFF SPACES

MINIMUM ACCEPTABLE USER-FRIENDLINESS OF STAFF WORK SPACES	Acceptable private office space(s), public service desk positions and staff workstation sizes.
MODERATE USER-FRIENDLINESS OF STAFF WORK SPACES	Moderately-sized private office space(s), public service desk positions and, "back-of-the-house" staff workstation areas.
AMPLE USER-FRIENDLINESS OF STAFF WORK SPACES	Large private office space(s), public service desk positions and, "back-of-the-house" staff workstation areas as well as some shared work areas (such as work islands).
HYPER USER-FRIENDLINESS OF STAFF WORK SPACES	Spacious private office space(s), public service desk positions and, "back-of-the-house" staff workstations and shared work areas (such as work islands).

**SELECT** Desired Level of User-Friendliness of staff work spaces (Defaults to Minimum Acceptable User-Friendliness) ▶▶▶

Hyper User-Friendliness

### ENCLOSED PERSONAL OFFICES

The space needs calculator assumes providing an enclosed office for the library director and one circulation desk workstation.

**ENTER** Desired number of **ADDITIONAL** enclosed offices ▶▶▶

**ENTER** Desired number of service stations at circulation desk (Defaults to 1) ▶▶▶

4

4

### OTHER PUBLIC SERVICE DESK WORKSTATIONS

**RUNNING TOTAL**  
34,305 GSF

# SPACE NEEDS ASSESSMENT

## EXPANDED COLLECTIONS INPUT

The library may or may not need additional public service desks. If the desk specified below is not required, please enter "0." **NOTE: Do not include "behind the scenes" staff workspaces. This is calculated automatically.**

<b>ENTER</b> Desired number of service stations at reference information desk	▶▶▶▶	0
<b>ENTER</b> Desired number of service stations at children's desk	▶▶▶▶	1
<b>ENTER</b> Desired number of service stations at young adult/teen desk	▶▶▶▶	0
<b>ENTER</b> Desired number of workstations at other public service desks	▶▶▶▶	1

### MEETING AND GATHERING SPACE

Meeting and Gathering Space needs vary significantly from one community to another depending on factors such as programming needs, services offered, and the availability of alternate accessible meeting spaces in the community. Enter the approximate number of seats desired for each of the following types of meeting and gathering spaces. A zero choice indicates that the specified type of space is not needed. All-purpose meeting room seating should reflect "theater-style" (chairs in rows) seating. Capacity of these rooms with table seating would be less.

<b>ENTER</b> Desired Number of Seats - Conference Room #1	▶▶▶▶	10
<b>ENTER</b> Desired Number of Seats - Conference Room #2	▶▶▶▶	14
<b>ENTER</b> Desired Number of Seats - All-Purpose Meeting Room #1	▶▶▶▶	125
<b>ENTER</b> Desired Number of Seats - All-Purpose Meeting Room #2	▶▶▶▶	75
<b>ENTER</b> Desired Number of Seats - Children's Program Area	▶▶▶▶	75
<b>ENTER</b> Desired Number of Seats - Children's Craft Area	▶▶▶▶	30
<b>ENTER</b> Desired Number of Occupants - Children's Creative Play Space	▶▶▶▶	25
<b>ENTER</b> Desired Number of Seats - Maker Space	▶▶▶▶	15
<b>ENTER</b> Desired Number of Seats - Computer Lab	▶▶▶▶	0
<b>ENTER</b> Desired Number of Seats - Tutoring Space(s)	▶▶▶▶	12
<b>ENTER</b> Desired Number of Seats - Group Study Space(s)	▶▶▶▶	12
<b>ENTER</b> Desired Number of Seats - Other Meeting Space # 1	▶▶▶▶	3
<b>ENTER</b> Desired Number of Seats - Other Meeting Space # 2	▶▶▶▶	0

**RUNNING TOTAL**  
34,305 GSF

### SPECIAL USE SPACES

Special use spaces are areas that are not specifically required for the operation of basic library services but encourage or enhance library use. Amenities such as a cafe or coffee bar, an art gallery, a Friends' book sale area, a Friends' book/gift shop, or a Friends' book sorting area, or an office or offices of a related agency (such as a literacy group) are examples of special use spaces.

# SPACE NEEDS ASSESSMENT

## EXPANDED COLLECTIONS INPUT

Please select YES or NO in response to the questions below.

<b>SELECT</b> Do you want to include a small coffee bar?	▶▶▶▶	Yes
<b>SELECT</b> Do you want to include a cafe?	▶▶▶▶	No
<b>SELECT</b> Do you want to include an art gallery?	▶▶▶▶	No
<b>SELECT</b> Do you want to include a Friends' book sale area?	▶▶▶▶	Yes
<b>SELECT</b> Do you want to include a Friends' book/ gift shop?	▶▶▶▶	No
<b>SELECT</b> Do you want to include a Friends' book sorting area?	▶▶▶▶	Yes
<b>SELECT</b> Do you want to include space for an Automated Materials Handling (AMH) system (RFID sorter)?	▶▶▶▶	Yes

### MISCELLANEOUS SPACES

Miscellaneous spaces are exactly that: functional spaces that are necessary but that don't fit nicely into any particular category. Please note that space for restrooms, mechanical systems, stairwells, and other "non-assignable" categories will be added in the separate "Structural Spaces/ Non-Assignable Spaces" section that follows this "Miscellaneous Spaces" section. Note also that allowances for an entrance lobby, a service entrance, and non-custodial storage rooms will be calculated and added automatically based on the overall size of the building.

<b>ENTER</b> How many self checkout units do you want?	▶▶▶▶	3
<b>ENTER</b> How many public copy machines do you want?	▶▶▶▶	2
<b>ENTER</b> How many dictionary stands (if any) do you wish to include in the public areas?	▶▶▶▶	0
<b>ENTER</b> How many atlas stands (if any) do you wish to include in the public areas?	▶▶▶▶	1
<b>ENTER</b> How many map cases (if any) do you wish to include in the public areas?	▶▶▶▶	0
<b>ENTER</b> How many microfilm cabinets (if any) do you wish to include in the public areas?	▶▶▶▶	0
<b>ENTER</b> How many vertical file cabinets (if any) do you wish to include in the public areas? (Do not include those that are for staff use at service desks.)	▶▶▶▶	0
<b>ENTER</b> How many lateral file cabinets (if any) do you wish to include in the public area? (Do not include those that are for staff use at service desks.)	▶▶▶▶	0
<b>ENTER</b> How many "hoteling/ coworking" office spaces (if any) do you wish to include?	▶▶▶▶	0
<b>ENTER</b> How many offices for other organizations or agencies (if any) do you wish to include?	▶▶▶▶	0

**RUNNING TOTAL**  
34,305 GSF

# SPACE NEEDS ASSESSMENT

## EXPANDED COLLECTIONS INPUT

### STRUCTURAL SPACES/ NON-ASSIGNABLE SPACES

There are two types of spaces in any facility that must be built (and paid for) that are not included in the kind of functional calculations that are reflected above. The first is "structural space." Exterior walls, permanent interior walls/ partitions, and supporting columns are examples of this kind of space that is not available for public use. Non-assignable spaces are additional areas that are not available for assignment to an occupant for specific use but that are necessary for the operation of the building. Space occupied by stairwells (counted separately for each floor), elevators (again counted separately for each floor), restrooms, mechanical and custodial rooms, and computer/ data wiring closets are examples of these kinds of spaces.

For purposes of creating an initial estimate of space needs, structural space and non-assignable space is typically accounted for in two ways. First, a specific space allocation is added to reflect space needed for "vertical transportation" (a fancy way of saying space for an elevator and stairwells required by building/ fire codes. Second, a percentage is added on to the total of needed functional spaces that have been identified to accommodate restrooms, mechanical space, structural members, etc. A larger percentage is typically required for renovation projects than for projects that are newly designed, so the percentage is increased if a project is going to involve a renovation of space. Finally, smaller buildings usually require a higher allocation of structural/ non-assignable space than larger facilities due to economies of scale. Therefore, the percentage applied is automatically increased if the total square footage of the facility is under 10,000 Gross Square Feet.

Please enter 1 for YES or 2 for NO in response to the questions below.

<b>ENTER</b> Is the anticipated project in part or wholly a renovation project?	▶▶▶	No
<b>ENTER</b> Is the anticipated project likely to have more than a single floor?	▶▶▶	No

**RUNNING TOTAL**  
34,305 GSF

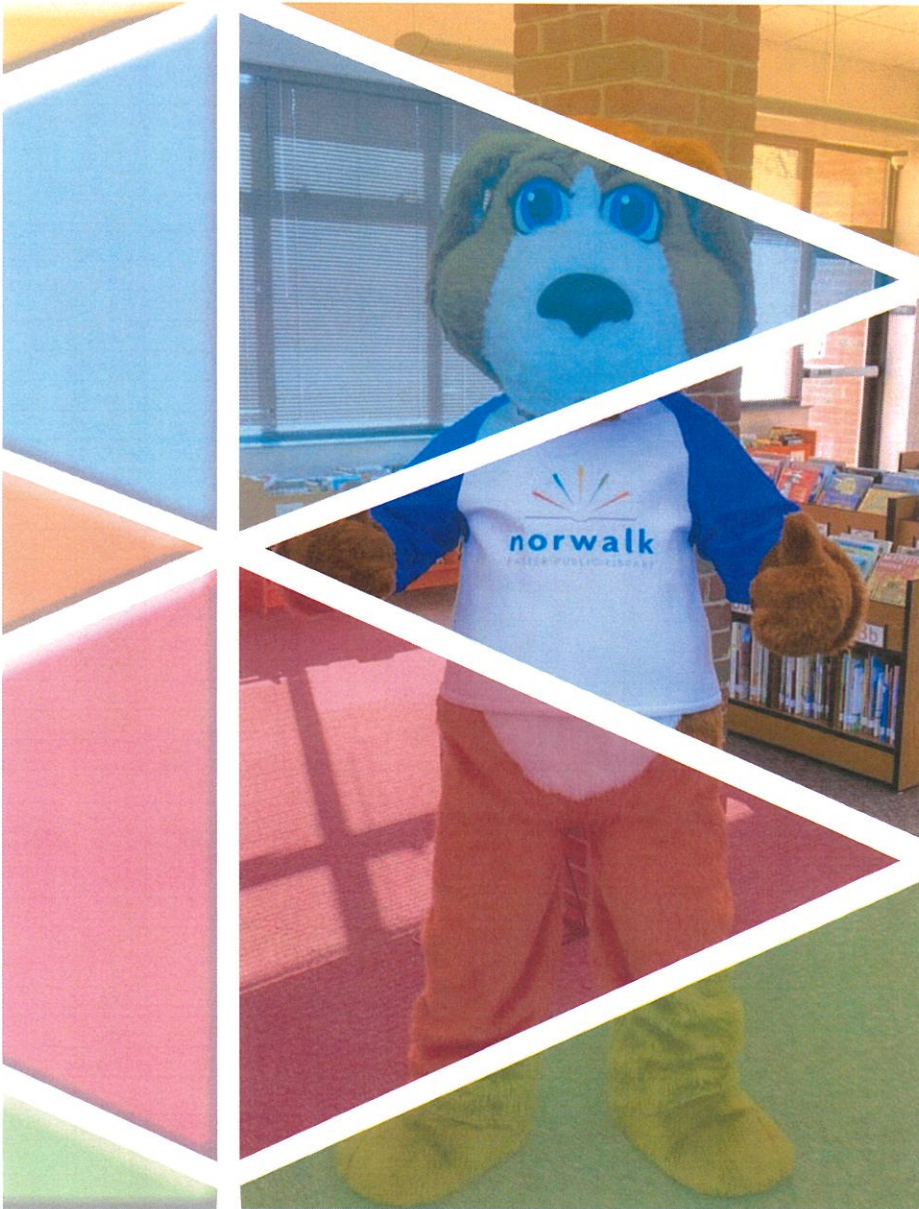
**NOTE:** A determination as to whether to increase or decrease the percentage applied will be made based on an estimate of the total functional square footage that is calculated. This adjustment will be made automatically.

**STRUCTURAL SPACE/ NON-ASSIGNABLE SPACE PERCENTAGE APPLIED** 25 %

**ESTIMATED TOTAL SPACE NEED** 34,305 GSF



# APPENDIX



Income

Expenditures

Transactions

Wages and FTE

# IOWA LIBRARIES PEER GROUP COMPARISON

## Income

Size Code	City	Population	City Income	City Income per Capita	County Income	State Income	Other Gov Income	Non-Gov Income	Total Income	Total Income Per Capita
F	Altoona	14,541	\$872,066	\$59.97	\$111,615	\$20,604	\$0	\$17,487	\$1,021,772	\$70.27
F	Boone	12,661	\$534,457	\$42.21	\$62,725	\$8,319	\$1,660	\$41,610	\$648,771	\$51.24
F	Carroll	10,103	\$454,148	\$44.95	\$44,148	\$8,257	\$5,667	\$8,394	\$520,614	\$51.53
F	Clive	17,506	\$783,003	\$44.73	\$700	\$31,151	\$0	\$14,751	\$829,605	\$47.39
F	Coralville	18,907	\$1,952,211	\$103.25	\$134,416	\$48,198	\$10,660	\$37,246	\$2,182,731	\$115.45
F	Fort Madison	11,051	\$345,908	\$31.30	\$23,341	\$2,188	\$0	\$8,893	\$380,330	\$34.42
F	Grimes	11,423	\$692,702	\$60.64	\$32,812	\$12,614	\$0	\$19,887	\$758,015	\$66.36
F	Indianola	14,782	\$593,694	\$40.16	\$77,000	\$6,948	\$0	\$15,105	\$692,747	\$46.86
F	Johnston	20,460	\$1,329,889	\$65.00	\$77,372	\$35,227	\$0	\$46,377	\$1,488,865	\$72.77
F	Keokuk	10,780	\$542,452	\$50.32	\$23,207	\$4,079	\$0	\$9,438	\$579,176	\$53.73
F	Muscatine	22,886	\$1,025,871	\$44.83	\$120,325	\$22,929	\$3,187	\$10,057	\$1,193,586	\$52.15
F	Newton	15,254	\$960,844	\$62.99	\$47,114	\$7,319	\$3,440	\$37,540	\$1,056,257	\$69.24
F	North Liberty	18,299	\$1,146,090	\$62.63	\$44,936	\$11,126	\$0	\$8,418	\$1,210,570	\$66.15
F	Oskaloosa	11,463	\$374,131	\$32.64	\$118,450	\$8,655	\$18,725	\$57,000	\$576,961	\$50.33
F	Pella	10,352	\$636,290	\$61.47	\$53,500	\$13,123	\$0	\$20,518	\$723,431	\$69.88
F	Spencer	11,233	\$555,355	\$49.44	\$20,000	\$6,057	\$0	\$23,013	\$604,425	\$53.81
F	Storm Lake	10,600	\$309,958	\$29.24	\$24,300	\$5,624	\$0	\$10,330	\$350,212	\$33.04
F	Waukee	17,945	\$1,017,755	\$56.72	\$9,842	\$27,253	\$0	\$28,037	\$1,082,887	\$60.3

	Total Size F	260,246	\$14,126,824		\$1,025,803	\$279,671	\$43,339	\$414,101	\$15,900,955	
	Average	14,458	\$784,824	\$52.36	\$56,989	\$15,537	\$2,408	\$23,006	\$883,386	\$59.17
	Minimum	10,103	\$309,958	\$29.24	\$700	\$2,188	\$0	\$8,394	\$350,212	\$33.04
	Maximum	22,886	\$1,952,211	\$103.25	\$134,416	\$48,198	\$18,725	\$57,000	\$2,182,731	\$115.45
	Count	18								
	25th Percentile	11,097	\$536,456	\$42.84	\$23,581	\$7,041	\$0	\$10,125	\$585,488	\$50.56
	50th Percentile	13,601	\$664,496	\$49.88	\$46,025	\$9,891	\$0	\$18,687	\$740,723	\$53.77
	75th Percentile	17,835	\$1,003,527	\$61.26	\$77,279	\$22,348	\$2,805	\$34,944	\$1,076,230	\$68.52

E	Norwalk	8,941	\$560,623	\$62.70	\$46,990	\$6,032	\$9,668	\$10,780	\$634,093	\$70.92
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# IOWA LIBRARIES PEER GROUP COMPARISON

## Expenditures

	City	Population	Staff Expenditures	Collection Expenditures	Other Expenditures	Total Expenditures	Per Capita Expenditures	Capita Expenditures
F	Altoona	14,541	\$688,281	\$133,192	\$192,712	\$1,014,185	\$69.75	\$0
F	Boone	12,661	\$440,739	\$44,412	\$126,659	\$611,810	\$48.32	\$50,747
F	Carroll	10,103	\$335,028	\$77,306	\$93,132	\$505,466	\$50.03	\$3,216,478
F	Clive	17,506	\$599,146	\$74,363	\$31,000	\$704,509	\$40.24	\$0
F	Coralville	18,907	\$1,603,652	\$274,711	\$306,086	\$2,184,449	\$115.54	\$0
F	Fort Madison	11,051	\$258,292	\$39,877	\$67,995	\$366,164	\$33.13	\$0
F	Grimes	11,423	\$508,970	\$77,193	\$81,407	\$667,570	\$58.44	\$177,406
F	Indianola	14,782	\$388,899	\$52,763	\$151,648	\$593,310	\$40.14	\$15,107
F	Johnston	20,460	\$993,874	\$142,788	\$350,046	\$1,486,708	\$72.66	\$93,280
F	Keokuk	10,780	\$367,196	\$45,547	\$144,025	\$556,768	\$51.65	\$0
F	Muscatine	22,886	\$836,190	\$132,996	N/A	\$969,186	\$42.35	\$0
F	Newton	15,254	\$761,453	\$85,884	\$218,786	\$1,066,123	\$69.89	\$0
F	North Liberty	18,299	\$882,185	\$97,492	\$118,689	\$1,098,366	\$60.02	\$0
F	Oskaloosa	11,463	\$374,634	\$62,054	\$117,340	\$554,028	\$48.33	\$43,965
F	Pella	10,352	\$499,886	\$49,344	\$112,083	\$661,313	\$63.88	\$12,026
F	Spencer	11,233	\$664,696	\$69,616	\$87,337	\$821,649	\$73.15	\$1,111
F	Storm Lake	10,600	\$227,922	\$33,160	\$48,121	\$309,203	\$29.17	\$0
F	Waukee	17,945	\$773,558	\$88,001	\$160,726	\$1,022,285	\$56.97	\$82,146

Total Size F	260,246	\$11,204,601	\$1,580,699	\$2,407,792	\$15,193,092		\$3,692,266
Average	14,458	\$622,478	\$87,817	\$141,635	\$844,061	\$56.87	\$205,126
Minimum	10,103	\$227,922	\$33,160	\$31,000	\$309,203	\$29.17	\$0
Maximum	22,886	\$1,603,652	\$274,711	\$350,046	\$2,184,449	\$115.54	\$3,216,478
Count	18						
25th Percentile	11,097	\$378,200	\$50,199	\$87,337	\$565,904	\$43.84	\$0
50th Percentile	13,601	\$554,058	\$75,778	\$118,689	\$686,040	\$54.31	\$556
75th Percentile	17,835	\$770,532	\$95,119	\$160,726	\$1,020,260	\$68.28	\$49,052

E	Norwalk	8,941	\$372,273	\$72,618	\$84,071	\$528,962	\$59.16	\$0
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# IOWA LIBRARIES PEER GROUP COMPARISON

## Transactions

Size Code	City	Pop	ILL Rec'd	ILL Sent	Users	Total DB Use	CIRC OF PHYSICAL ITEMS					USE OF DL ITEMS			TOTAL USE		
							Books	Video	Audio	Mag & Other	Total	Ebook	DL Vid	DL Audio	DL Total	Total Use	Per Cap
F	Altoona	14,541	1,368	2,404	13,521	12,394	125,785	31,086	8,331	1,018	166,220	15,313	1,108	13,691	30,715	196,935	13.54
F	Boone	12,661	108	607	5,230	3,710	61,517	8,834	3,416	1,499	75,266	10,257	1	9,726	20,439	95,705	7.56
F	Carroll	10,103	284	467	8,038	107,688	75,817	10,469	1,846	1,571	89,703	6,096	10	5,625	12,971	102,674	10.16
F	Clive	17,506	95	1,660	12,504	9,163	112,009	17,434	4,571	2,389	136,403	11,214	7	6,993	18,910	155,313	8.87
F	Coralville	18,907	429	458	45,231	22,593	168,044	54,676	17,310	6,647	246,677	40,559	0	26,280	72,534	319,211	16.88
F	Ft Madison	11,051	722	172	6,795	3,561	26,699	6,930	2,285	623	36,537	3,547	3	2,881	7,214	43,751	3.96
F	Grimes	11,423	279	77	9,653	1,005	75,791	21,730	2,602	9,276	109,399	11,440	822	8,475	21,212	130,611	11.43
F	Indianola	14,782	160	171	10,699	652	66,588	11,967	3,667	2,447	84,669	14,686	17	9,840	24,941	109,610	7.42
F	Johnston	20,460	555	2,341	10,740	16,926	152,346	51,498	15,224	4,260	223,328	20,665	34	14,963	39,903	263,231	12.87
F	Keokuk	10,780	213	104	4,809	3,008	28,831	22,847	1,601	691	53,970	4,025	3	3,101	7,234	61,204	5.68
F	Muscatine	22,886	19,105	11,97	721,387	15,205	83,218	46,379	7,428	2,699	139,724	13,542	0	5,205	30,497	170,221	7.44
F	Newton	15,254	539	908	11,194	14,704	65,816	13,479	4,296	1,280	84,871	11,349	19	8,831	20,795	105,666	6.93
F	No. Liberty	18,299	120	165	16,075	62,592	68,239	17,103	1,366	872	87,580	22,073	0	19,220	42,283	129,863	7.10
F	Oskaloosa	11,463	76	391	8,026	257	69,898	26,757	3,891	2,253	102,799	7,061	10	4,842	12,149	114,948	10.03
F	Pella	10,352	76	560	12,869	66,753	135,696	33,401	5,222	5,145	179,464	15,371	390	9,735	26,185	205,649	19.87
F	Spencer	11,233	370	322	9,757	4,171	32,516	11,876	925	1,961	47,278	6,550	2	4,222	11,123	58,401	5.20
F	Storm Lake	10,600	369	196	11,119	334	25,865	4,895	860	1,249	32,869	5,851	5	3,566	9,643	42,512	4.01
F	Waukee	17,945	1,077	171	5,046	10,496	119,705	18,916	2,255	1,351	142,227	17,396	1	12,268	30,467	172,694	9.62

Total Size F	260,246	25,945	23,151	222,693	355,212	1,494,380	410,277	87,096	47,231	2,038,984	236,995	2,432	169,464	439,215	2,478,199	
Average	14,458	1,441	1,286	12,372	19,734	83,021	22,793	4,839	2,624	113,277	13,166	135	9,415	24,401	137,678	9.36
Minimum	10,103	76	77	4,809	257	25,865	4,895	860	623	32,869	3,547	0	2,881	7,214	42,512	3.96
Maximum	22,886	19,105	11,977	45,231	107,688	168,044	54,676	17,310	9,276	246,677	40,559	1,108	26,280	72,534	319,211	19.87
Count	18															
25th Percentile	11,097	130	171	8,029	3,146	62,592	11,899	1,948	1,257	77,617	6,678	1	4,933	12,355	97,447	6.97
50th Percentile	13,601	327	425	10,720	9,830	72,845	18,175	3,542	1,766	96,251	11,395	6	8,653	21,004	122,406	8.22
75th Percentile	17,835	551	833	12,778	16,496	117,781	30,004	5,059	2,636	141,601	15,357	19	11,661	30,490	172,076	11.12

E	Norwalk	8,941	406	212	6,458	512	53,327	11,146	2,246	1,209	67,928	10,309	20	9,300	20,567	88,495	9.90
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# IOWA LIBRARIES PEER GROUP COMPARISON

## Wages and FTE

Size	City	# Lib	Lib. FTE	# Other Staff	Other Staff FTE	# Total Staff	Total FTE	# MLS	MLS FTE	Dir. Sal.	Asst Dir Sal	Dept Head Sal	Child Lib Sal	Clerk Sal	Shelver Sal	Janitor Sal
F	Altoona	4	4.00	16	7	20	11	4	4	\$57.66	\$39.01	N/A	\$25.76	\$14.72	\$9.50	N/A
F	Boone	6	6.00	13	2	19	8	3	3	\$34.92	\$20.43	N/A	\$19.95	\$10.68	\$7.25	N/A
F	Carroll	5	5.00		4	0.89	9	6	2	2	\$34.52	\$22.79	N/A	\$20.54	\$19.51	\$7.75
F	Clive	5	5.00	16	4	21	9	0	0	\$62.32	N/A	N/A	\$35.22	\$15.09	\$9.41	\$27.40
F	Coralville	14	11.25	17	12	31	23	14	11	\$65.48	\$46.03	\$34.30	\$28.18	\$26.09	\$11.75	N/A
F	Fort Madison	7	5.60	1	0.25	8	6	1	1	\$34.35	N/A	N/A	\$12.58	\$12.58	\$7.25	N/A
F	Grimes	6	5.25	12	3	18	8	5	5	\$46.01	\$32.38	\$27.40	\$20.55	\$11.30	\$10.45	N/A
F	Indianola	4	4.00	5	2	9	6	2	2	\$40.16	N/A	N/A	\$22.86	\$14.74	N/A	N/A
F	Johnston	7	7.00	25	9	32	16	5	5	\$52.65	\$39.53	\$35.91	\$28.37	\$11.91	\$8.72	N/A
F	Keokuk	4	3.75	6	4	10	7	1	0.94	\$30.96	\$22.35	\$19.71	\$19.71	\$14.81	\$7.25	N/A
F	Muscatine	4	4.00	18	6	22	10	2	2	\$50.35	\$39.10	\$30.08	\$28.76	\$20.35	\$8.00	N/A
F	Newton	5	4.85	9	5	14	10	4	4	\$47.95	\$46.87	\$31.23	\$36.30	\$20.02	\$13.28	N/A
F	North Liberty	11	10.73	6	2	17	13	8	8	\$47.87	\$39.46	\$27.32	\$26.16	\$13.70	\$11.74	N/A
F	Oskaloosa	2	2.00	11	10	13	12	1	1	\$26.00	N/A	N/A	\$21.38	\$13.51	\$8.78	\$16.00
F	Pella	3	3.00	14	6	17	9	2	2	\$40.14	\$37.91	\$38.00	\$36.09	\$17.13	\$7.25	\$14.45
F	Spencer	9	8.73	3	2	12	11	3	3	\$38.46	\$26.86	N/A	\$23.72	\$19.02	\$12.96	\$11.10
F	Storm Lake	3	2.63	3	2	6	5	0	0	\$28.85	N/A	\$14.42	N/A	\$10.30	\$7.62	N/A
F	Waukee	13	10.88	3	0.88	16	12	5	5	\$48.91	N/A	\$25.55	\$20.92	\$14.40	\$9.30	N/A

Total Size F	112	103.67	182	77.38	294	181.05	62	59.19								
Average	6	5.76	10	4.30	16	10.06	3	3.29	\$43.75	\$34.39	\$28.39	\$25.12	\$15.55	\$9.31	\$17.24	
Minimum	2	2.00	1	0.25	6	4.51	0	0.00	\$26.00	\$20.43	\$14.42	\$12.58	\$10.30	\$7.25	\$11.10	
Maximum	14	11.25	25	11.75	32	23.00	14	11.25	\$65.48	\$46.87	\$38.00	\$36.30	\$26.09	\$13.28	\$27.40	
Count	18															
25th Percentile	4	4.00	4	2.05	11	7.60	1	1.25	\$34.62	\$25.84	\$25.99	\$20.55	\$12.81	\$7.62	\$13.61	
50th Percentile	5	5.00	10	3.24	17	9.41	3	2.50	\$43.09	\$38.46	\$28.74	\$23.72	\$14.73	\$8.78	\$15.23	
75th Percentile	7	6.75	16	6.19	20	11.50	5	4.75	\$49.99	\$39.48	\$33.53	\$28.37	\$18.55	\$10.45	\$18.85	

E	Norwalk	4	4.00	10	4	14	8	3	3	\$35.58	\$28.68	N/A	\$20.75	\$10.81	N/A	N/A
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FEH DESIGN