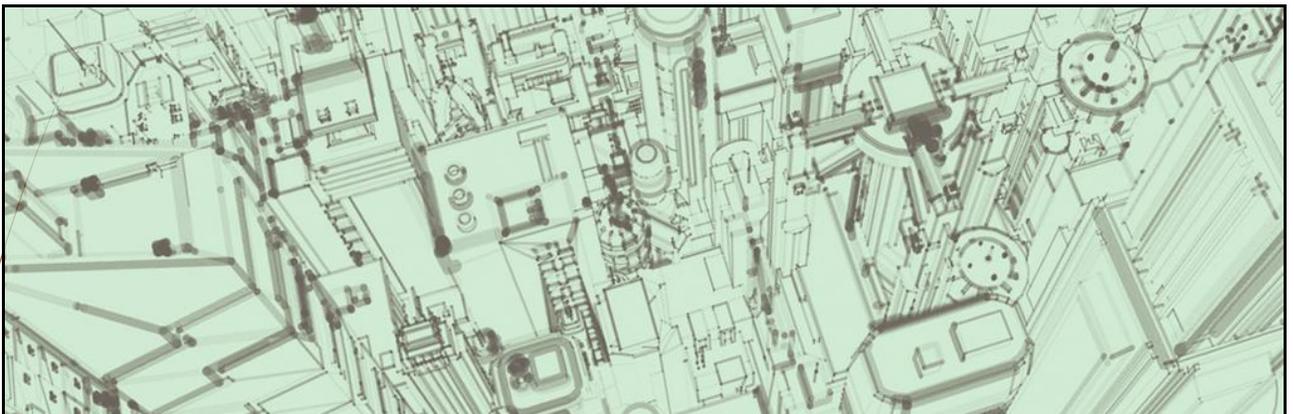


New Brookfield Library
Report Summary
for
Conceptual Design Workshop #01

May 24, 2017



Conceptual Design Workshop #1

New Library Project
Town of Brookfield, CT



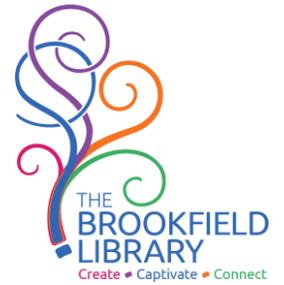


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Executive Summary

The Town of Brookfield, Connecticut, selected Doyle Coffin Architecture, LLC and its project team to assist the Town with planning and development of a new Library facility. As part of that process, Conceptual Design Workshops are scheduled to assist and facilitate the development of a new Library Program. This process is executed in collaboration with the Library Board and a New Library Building Committee.

On May 24, 2017, Doyle Coffin Architecture facilitated Conceptual Design Workshop #1 in conjunction with the Town of Brookfield. This workshop was held in the afternoon at the Community Room of the current Brookfield Library. Members of the Brookfield Library Board, New Library Committee, and Library Staff attended the program which lasted for approximately 2.5 hours. The following report outlines the workshop process and topics explored during this program. Approximately 22 individuals attended this workshop presenting valuable input and ideas from various backgrounds, community positions, social and professional experience.

During this workshop, two distinct exercises were prepared for the purposes of gathering ideas and suggestions on expanded Library services in a new facility. This included exploring relationships between Library services and how they interrelate, and what iconic or community features/landmarks would influence the design of a new Library. The workshop outline, process and goals, as well as the exercise results, are included along with a summary of important observations to be integrated into the developing design for a new Brookfield Town Library.

Workshop #1 Outline

- Agenda Review: (20 minutes)
 1. Introductions
 2. Purpose and Goals of Workshop
 3. Review of Visual Concepts for Today's Library
 4. Explanation of Group Exercises (2 rounds)
 5. Create Two Groups

- Session 1: (30 minutes)
 6. Split off into Groups
 - a. Group Exercise
 - b. Record Major Ideas

- Session 2: (30 minutes)
 7. Groups Switch Topics
 - a. Group Exercise
 - b. Record Major Ideas

- Summary: (40 minutes)
 8. Participants All Gather to Review and Discuss Group Exercise Results

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Workshop Process and Goals

Process:

1. Two groups were created of mixed participants from the Library Staff, Library Board and New Library Committee.
2. For Session 1, Group 1 worked on the Building Relationship Exercise and Group 2 worked on the Brainstorming Exercise. Each group discussed and recorded their ideas and suggestions.
3. For Session 2, Groups 1 and 2 will switched exercises, discussed and record their ideas and suggestions for the alternate topic.
4. The Summary Review session will be a meeting of all group participants to review the results of each of the sessions, and discuss overall ideas and thoughts for consensus.
5. An important point to remember in this process, is that there are no right or wrong answers, just good ideas.

Goals:

1. To gather input on the layout for the various Library services and important relationships for the proposed new Library plan.
2. To gather ideas on significant features or amenities for the proposed new Library.
3. To gather ideas on community images or recognizable landmarks that might influence the new Library design and how it might create a dialogue with the community at-large.

Workshop Topics

1. Building Relationship Exercise:

- a. The groups were provided with a series of “paper spaces” representing areas that a new Library would contain. They are sized according to the space needed for each service.
- b. The groups then organized those “paper spaces” into a layout that represented the ideas of the participants and their suggestions for relationships of these spaces to each other. The “paper spaces” were then secured into place on the black poster board for review in the final session.
- c. Significant ideas and suggestions were recorded that were important to each group.

2. Brainstorming - Characteristics & Features of a New Library:

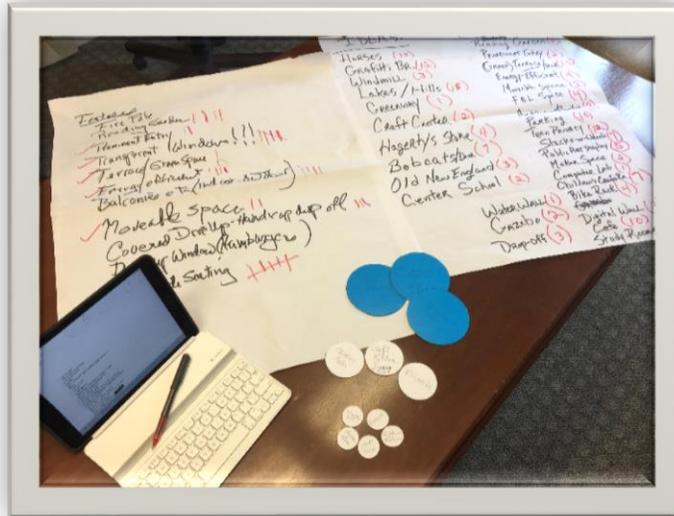
- a. The groups brainstormed ideas and suggestions of what characteristics and features group participants felt were important or beneficial to a new Library. The ideas could reference an important community image or landmark that ties a future library building to the Town of Brookfield. Your ideas could also be abstract in nature or something a group participant had seen at another Library visited in their travels.
- b. Significant ideas and suggestions were recorded onto easel pads for later review and discussion by all the participants.



Important Points from Exercise 1:

1. Friends of the Library should have a dedicated space, that also has a separate entry for hours other than the main Library services.
2. A café should be included in the facility design that is part of the main entry area or Library commons.
3. A community room along with flexible conference and meetings rooms should be situated off the main entry with possible outside access for after-hours access for meetings or social functions.
4. Technology and computers need to be flexible and located as part of many services throughout the library.
5. A maker-space and technology center, even a possible computer lab, should be considered as a cluster offset from the Library commons.
6. There should be a dedicated children's room, with adjacent quiet space for parents to congregate, but with clear visibility of the children's room.
7. A dedicated children's craft area should be considered as part of this cluster, but a separate working space from any primary maker-space.
8. A dedicated and separate teen area should be planned, coupled with meeting or collaboration spaces, along with study areas and abundant technology for information, as well as gaming, social networking and group activities.
9. The teen space should have an adjacency to both a planned maker-space and technology center.
10. The "back-room" spaces need to be convenient to staff members, but allow them convenient access and still maintain clear sight of library services.
11. A history center should be planned within the Library commons or off the adult collection services.
12. There should be a bookstore adjacent to a planned café and Friends of the Library space, with outside access for after-hours sales or functions.
13. Quiet study spaces should be incorporated into Library commons, adult collection area, and teen space.
14. A performance space should be planned for the facility, possibly a flexible theater/concert/movie space with portable stage platforms and lighting options.
15. There should be a dedicated service kitchen for the planned community space, along with a break room dedicated for staff-use only.
16. Storage for book processing, supplies, and equipment is of utmost importance.

Results – Exercise 2



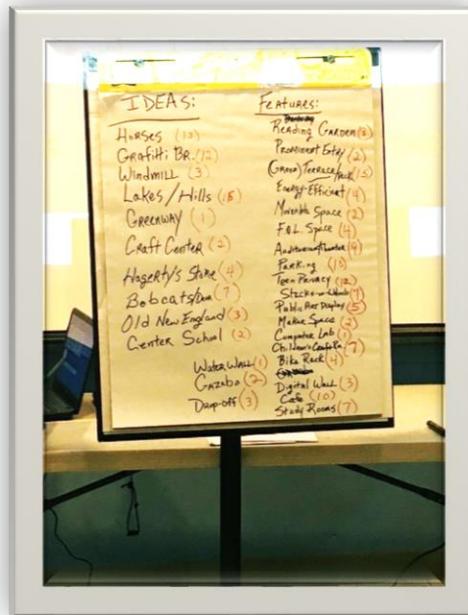
Images/Iconic Ideas of Brookfield:

- Lakes/Hills (Candlewood/Lillionah) (16)
- Horses (statues & live) (13)
- Graffiti Bridge (ref. Teen Space) (12)
- Bobcats/Bear/Deer (7)
- Hagerty's General Store (4)
- Happy Landings and the Windmills (3)
- Old New England Character (3)
- Center School (2)
- Craft Center (2)
- Still River Greenway (1)

Participant Ranking:

Other Images/Iconic Ideas Listed:

- Open Land Spaces
- Gurski Homestead
- Four Corners (now Town Center District)
- Historic Library Building (original)



Ideas & Features for New Library:

Participant Ranking:

- Green Terraces/Deck (15)
- Dedicated Teen Room w/privacy (12)
- Library Cafe (10)
- Adequate Parking (10)
- Theater/Auditorium/Concert Space (portable stage) (9)
- Reading Garden (8)
- Book Stacks-on Wheels (7)
- Children's Craft Room (7)
- Study Rooms (7)
- Inside/Outside Space (operable exterior wall) (6)
- Open Interior Spaces (6)
- Outdoor Seating (6)
- Transparent Building/Glass & Windows (5)
- Public Art Displays (5)
- "Friends of the Library" space (4)
- Energy-efficiency (solar, geo-thermal, etc.) (4)
- Bike Rack (4)
- Digital Information Wall (3)

- Covered-drop-off area (3)
- Separate Entrance for Community Room (3)
- Maker Space (2)
- Moveable/Reconfigurable Spaces (2)
- Prominent Entry (2)
- Clear Lines of Sight/Open Spaces (2)
- Gazebo (2)
- Computer Lab (1)
- Interior Water-wall or water feature (1)
- 3D/Virtual Reality Room (1)
- Parent's Space adjacent to Children's Room (1)
- Generator (1)
- Grand Piano (1)

Additional Ideas & Features Listed:

- Open, Light & Airy
- Permanent Bookstore w/separate entrance
- Open & Vibrant Atrium Space
- Outdoor seating and gathering areas
- Collaborative Space for Large Groups
- Map of Town's Open Spaces (digital map?)
- Flexible Seating
- Sculpture Garden
- Wall Mural
- Floor Mosaic
- Historic Materials Display Area
- Data/Comm/Electric Connections throughout
- General Craft Room
- General Program Space/Rooms

Additional Ideas & Features Listed (cont.):

- Children's Information (Reference)
- General Exhibit Space
- Kitchen
- Staff Kitchenette/Eating Area
- Graphics should connect teens & adults
- Historical collection items part of public display
- Drive-up window service
- Car Charging Stations
- Fire Pole

Summary Observations

1. Nature and the surrounding environment are primary design factors in the planning of the new Brookfield Library and its overall aesthetic.
2. Inside spaces should be able to connect with the outside spaces and surroundings. Operable or opening vertical elements should allow for indoor/outdoor spaces.
3. The building design should be transparent without being an entirely all-glass building.
4. Flexible technology is important in the design process throughout all services and aspects of the physical building. Such ideas as a digital information wall became apparent through the discussions.
5. The new Library facility should contain open, airy and vibrant spaces with direct lines of sight, especially in the entry and Library commons. In contrast, quiet study locations would be provided for patrons looking for a more traditional use.
6. Energy-efficiency should be a consideration, such as solar, geothermal, roof gardens, car charging stations, etc.
7. With the adjacency of the Still River, an interior water feature such as a cascading water-wall would be an appropriate consideration. Options to such a feature could be a wall mural or floor mosaic that represents important imagery relating to the Brookfield community.
8. Adequate parking is a strong consideration for the new facility, based upon potential usage of newly-expanded Library services, and the relative parking for the Still River Greenway.
9. Collaborative spaces throughout the facility is a common theme for the workshop.
10. Community exhibit space for local art, visiting exhibits, or historical artifacts are important for any Library commons and circulation spaces.
11. Connecting the Library structure itself with immediate outside spaces, and extending the Library environment to include outside seating spaces, a terrace or deck, and reading/sculpture gardens were also commonly discussed.
12. The potential to have community spaces for gathering, collaborating and various social functions is also a primary design consideration. These spaces need to be flexible and configurable for varied uses.

A sincere *“thank you”* to all those who volunteered and contributed to make this session a success.

Next Steps

1. Determine the proposed final location for the new Library facility from the identified locations.
2. Diagrammatic floor plans will be developed to create more formalized relationships between the various Library services.
3. Incorporation of the updated Library building program which informs the project of required space needs for each service, and develops connections to various spaces and proposed circulation throughout the proposed facility plan. This helps determine overall facility size.
4. Conceptual Design Workshop #2 will be scheduled to continue the ongoing collaborative process started with Workshop #1, and to be carried throughout Phase 1 of the new Library program.
5. Updates to the overall schedule for Phase I of the new Library program, for the purposes of tracking current progress and maintaining emphasis on key milestone dates.
6. Continue the marketing program with the release of an upcoming online Library survey and the scheduling of focus groups throughout the Community.
7. A fundraising campaign should be in the forefront of the process to encourage potential donors to support a new Library program. This would assist in bolstering the project's fiscal efforts to help fund the project.
8. Hold initial discussions around creating a preliminary cost budget as it relates to the unfolding building design, related site requirements, and general project costs.



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