

# **2024 Needs Assessment**

**APRIL 5, 2023**



## **Sec 14.05 (b)**

*Director's priorities.* Prior to transmitting the budget to the Mayor, the director shall have presented a needs and resource assessment to the library board with a list of the director's priorities. The presentation shall be made not later than one hundred sixty-five (165) days before the date requiring adoption of the proposed maximum tax levy in accordance with state law.

## **Mission**

To welcome all people to connect, learn, participate, and grow.

## **Vision**

A city that works for all, where libraries bring people together to experience hope and unlock new possibilities.

# Strategic Focus: 2023

Our Big Goals	Our Work for 2023
Expand services to community members in order to improve their digital connectivity.	<ul style="list-style-type: none"><li>• Begin integrating aspects of digital navigation and career lab work into our existing services in all locations.</li><li>• Distribute 310 Chromebooks and 600 hotspots to community members.</li></ul>
Welcome people of all ages to participate in library services and programs meaningful to their lives.	<ul style="list-style-type: none"><li>• Create a toolkit that empowers and supports branch teams in creating program and services at the branch and system-wide level.</li><li>• Launch new Bookmobile.</li></ul>
Collaboratively focus on safety in libraries.	<ul style="list-style-type: none"><li>• Hire and pilot new Library Safety Specialists role.</li><li>• Expand substitute staffing in public services.</li></ul>

# Strategic Focus: 2023

Our Big Goals	Our Work for 2023
Move forward together by re-igniting energy, joy and deepening trust.	<ul style="list-style-type: none"><li>• Hire and successfully onboard two additional roles – full-time Hmong and full-time Black community specialists.</li><li>• Celebrate daily work we all do by focusing on Library Experience Promise as a unifying commitment for all library staff</li></ul>
Deepen and increase the consistency of our anti-racist and equity behaviors and practices.	<ul style="list-style-type: none"><li>• Honor community members' chosen names within our circulation systems.</li><li>• Expand intercultural development support for staff through Intercultural Development Inventory (IDI) cohort.</li></ul>
Transform library spaces to allow for the best possible library experience.	<ul style="list-style-type: none"><li>• Hire and pilot new Library Safety Specialists role.</li><li>• Expand substitute staffing in public services.</li></ul>

# 2024 Needs

- Continue optimizing safety in libraries – proactive and responsive
- Invest in facilities to help cultivate conditions for safety in our community
- Welcome community members back to the library
- Curate library experiences and resources that restore social and cultural connections
- Advance digital equity with a coalition of others

With equity, inclusion, and anti-racism throughout

Safety in Libraries. 2023 goal is to:

**Collaboratively focus on safety in libraries**











# Safety Challenges

- Violence and threats of violence
- Racist comments
- Sexual harassment
- Medical incidents
- Substance use, untreated or under-treated mental health issues, support for people who are unsheltered or experiencing crisis.
- These are challenges for all public spaces, not just libraries



## **Funding for Library Safety and Security in general fund has been flat since at least 2014.**

- \$135,000 annual General Fund support for systemwide safety and security.
- Current spending focused at George Latimer Central, Rondo, and Rice Street.
- Allocation has shifted over time.
  - Pre-2019: contract security and off-duty uniformed police officer.
  - Since 2019: contract security and Library Community Ambassadors.
- 2022 and 2023 budget savings being used to support additional contract security roles



## Additional Safety Investments

- Substitute staffing pool - General Fund
- 1.0 Library Social Worker – contracted service - General Fund
- Trauma-sensitive and de-escalation training for all staff – Special Funds
- Partnerships with community agencies (e.g. Community Resource Outreach Project, Radas Health, People Incorporated, Womens Advocates) – in-kind
- Library Staff Safety Committee – General Fund (staff time)
- Partnerships with city and county partners (Office of Neighborhood Safety, St Paul Fire Department, St Paul Police Department, City Attorney's Office, Emergency Management, Parks and Recreation, Saint Paul – Ramsey County Public Health – General Fund (staff time) and in-kind
- Building upgrades and renovations to enhance safety through design – CIB, General Fund (library maintenance funds)



## **Alignment with City's Community First Public Safety**

- Library Director and Deputy Director on bi-weekly meetings
- COAST and CARES resources in libraries working with community members on a regular basis – via CROP (drop-in resources), calls to 911 and calls to CARES directly for support.
- Offices of Neighborhood Safety and Emergency Management on project leadership team, Neighborhood Safety Community Council as advisory
- Regular collaboration between libraries and parks and Office of Neighborhood Safety on service and safety issues





# **\$1.5M ARPA: Library Optimal Response: underway**

- Acknowledges the important role libraries play in community, the complexity of libraries as deeply accessible public spaces, and the commitment of SPPL to helping create proactive, comprehensive, community-centered approaches to public safety in Saint Paul.
- Will support:
  - External review and assessment of existing library public services safety resources;
  - Creation of a comprehensive public services safety plan
  - Creation and pilot implementation of a new staff role of safety specialists.
- Cross-departmental project built on a foundation of staff and community input, with additional opportunities for more input coming in 2023
- Development of Library Safety Specialist staff role, rather than contract security.



# Project Deliverables

- Scan of comparable systems – libraries and other
- Review of existing library tools, policies, procedures
- Community engagement design and delivery
  - Focus groups, tabling sessions
  - Staff survey
- Design sprints
- Position description
- Communications and engagement plan
- Policy and procedure recommendations
- Training





# Project Timeline

- **March/April**
  - Policy and procedure scan
  - Research on comparable models
  - Advisory committee recruitment
- **April/May**
  - Define engagement
  - Review engagement and facilitation materials
- **June/July**
  - Engagement and listening
- **July August**
  - Design sprints
  - position description
- **Sept-Dec**
  - Hiring, onboarding, training



### Consulting Team



- **Strategy** : Process design; Facilitate co-design from Safety Team, Advisory Committee
- **Engagement**: Design + manage community engagement. Elevate community priorities in strategy facilitation
- **Project Management**: Advisor on building management practices

### Safety Team

- **Fairline** = Traditional security
- **T.O.U.C.H. Outreach** = Violence Interrupters, Lake Street and Corcoran Neighborhood
- **Dispute Resolution Center** = Restorative Justice

Capital Investments in libraries: 2023 goal is to:

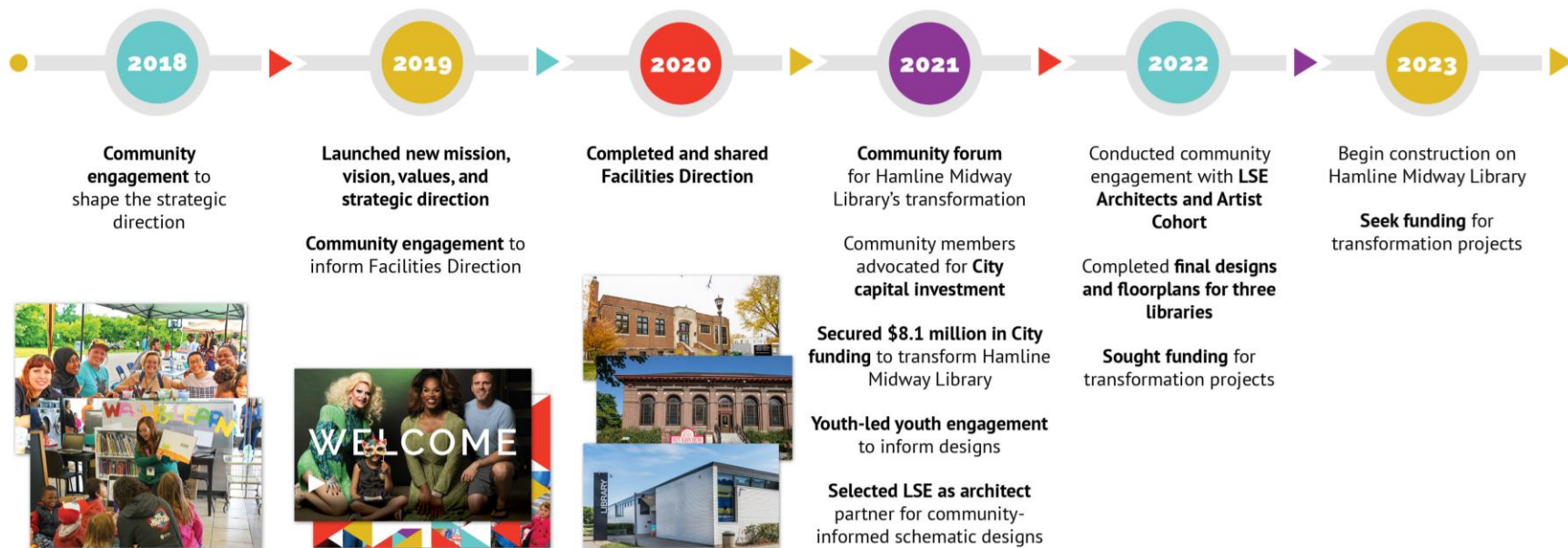
**Transform library spaces to allow for the best possible library experience**







# CO-CREATING A VISION TO TRANSFORM LIBRARIES



# Current Buildings



Hamline Midway



Hayden Heights



Riverview



SAINT PAUL  
PUBLIC LIBRARY

LSE  
ARCHITECTS

[sppl.org/transform](http://sppl.org/transform)

# Technology

**Must evolve to keep pace with the needs of community members.**

All 13 locations and their meeting rooms will be enabled with technology to facilitate work and collaborations – outlets, large screens, video capability and more.



# Play and Learn

**Play is the work of children. It supports healthy development.**

All 13 locations will transform children's areas to include spaces for quiet and loud play that spark curiosity, imagination, and wonder.



[sppl.org/transform](https://sppl.org/transform)



--- New Library



--- Addition/  
Renovation



--- Renovation



SAINT PAUL  
PUBLIC LIBRARY

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[sppl.org/transform](http://sppl.org/transform)









Hamline's new building's design incorporates the community's desire for a library that uniquely reflects the **cultures of the neighborhood** today while including **elements of its history**.

- The existing building's preserved stone arch entryway leads to a meeting room
- Salvaged brick is used in the interior
- Salvaged wood from the existing building's stage is used in the community room.
- The diamond brick pattern was discovered in the existing library's original 1929 draft documents and is now giving a unique look to the new library's exterior.



[www.sppl.org/transform](http://www.sppl.org/transform)

# Update and Next Steps: Hamline Midway

- Through a citizen petition, the Hamline Midway Library has been placed on the National Register for Historic Places.
- Being listed to the National Register of Historic Places does not prevent us from moving forward with a new building.
- It does delay our original schedule.



[www.sppl.org/transform](http://www.sppl.org/transform)

# Update and Next Steps: Hamline Midway

- The library is now required to complete a environmental assessment that will provide a brief analysis and overview of the environmental impacts for the project, which we have begun.
- Library is working closely with a number of city departments to understand how the designation might impact our process.
- The city is committed to following the required process and committed to a transformational new building for the Midway neighborhood.



[www.sppl.org/transform](http://www.sppl.org/transform)



# Update and Next Steps: Hamline Midway

- While we are following the process outlined for us in this project, we are also preparing the existing building for construction.
- This includes completing construction documents, closing to the public, packing and moving the collection, and other tasks to de-commission the building.
- We're moving ahead with both of these processes in order to make the best use of the available city funds, minimize escalating construction costs and deliver this new library to residents as soon as possible.



[www.sppl.org/transform](http://www.sppl.org/transform)



# Vision and Portfolio for Capital Investment

Secured: \$8.1M (City)

Projected private & philanthropic:  
\$6M (The Friends)

**Need: Additional \$10.7M public**



[www.sppl.org/transform](http://www.sppl.org/transform)

# Update and Next Steps: Funding

Pursuing variety of options for funding for Riverview and Hayden Heights

Friends capital campaign funding will raise \$6M

Variety of options for city funding:

- City CIB deferred maintenance
- State Library Construction Grants - (dependent on State bonding/cash bill and application process)
- Congressionally-directed spending
- Other government grants, including National Endowment for the Humanities (\$1M) - submitted 2023



[www.sppl.org/transform](http://www.sppl.org/transform)

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