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Criteria for Evaluation

The following criteria were presented to Library Branch managers for subjective evaluation; responses were modified by senior library managers.

Parking spaces
Are there enough spaces for patrons even during peak times and during events? Are there adequate spaces for handicapped patrons?
Is there easy access to the library from the street to parking? Is it convenient to navigate the parking lot and walk from parking to library entrances?

Historic Value
How does the community of users and neighbors feel about the building? Does it meet any historic criteria, by age, style, or unique characteristics? How well does it fit into the neighborhood? If it were replaced today, would anyone complain?

Grounds and Landscaping
Is the lot an ideal size for the building size and its location in the community and neighborhood? Are grounds, plants, trees, bushes overgrown? Are there security and safety issues with current landscaping? Do external fixtures, such as lamps, benches, walkways, bike racks, add or detract from the library’s appeal?

Location, Location, Location
How visible is the library in your community and/or neighborhood? Compared to other locations in your service area, how well is the current location suited for the amount of traffic that passes through your service area? What kinds of buildings are immediately adjacent to your locations? Do they add or detract to your ability to provide library services?

Exterior Signage
What kind of condition is your exterior signage in? Do the signs reflect the current name of the Dayton Metro Library? Are they attractive and well lit?

Building Exterior Condition
Are there problems with the exterior of your building? How difficult will it be to make it attractive? Is it difficult to maintain?

Window/Skylight Condition
Are windows and skylights currently in need of repair or replacement? Do they present problems for the collections or the use of facilities for reading and study? Do they have security issues? Are they under or over tinted? Are they too large or too small?

Interior Space Aesthetics
Overall, how attractive is the space? Is carpet, paint, furniture worn, defaced or out of date? Is interior signage attractive and sufficient to assisting library patrons?

Public Restrooms
Are there adequate stalls, sinks and a space for changing diapers? Are fixtures in good working condition? Is lighting and ventilation adequate? Would you use them?

Staff Space
For current staffing levels, is there adequate space for staff to conduct library business? Can staff monitor public area?

Public computing for adults
Do you have enough computers for the number of patrons who come to use them? Is the spacing such that patrons don’t feel crowded? Are computer users interfering with use of the collections?
Appendix F. Weighted Assessment of Library Branch Facilities

Dayton Metro Library
Weighted Assessment of Library Branch Facilities

Public computing for teens
Do you have enough computers for the number of teens who come to use them? Is there furniture that allows for groups of teens to share a computer? Are there computers near teen book and magazine collections?

Public computing for children
Do you have enough computers for the number of children who come to use them? Is the furniture appropriate for children? Are adult computer users tempted to use computers designated for children? Are there unique programs and computers for pre-school children?

Quiet reading areas for adults
Can readers get away from the noise of the circulation desk and computer clusters? Is there furniture appropriate for this age group?

Quiet reading areas for school age children
Can readers get away from the noise of the circulation desk and computer clusters? Is there furniture appropriate for use by this age group?

Meeting rooms for small groups
Is there a meeting room with seating and tables for up to a dozen people?

Meeting rooms for large groups
Is the meeting space large enough for the programs currently being held at the library? Is the space flexible enough to accommodate speaker programs and other uses?

Is there a kitchen?

Meeting rooms for Children's programs
Is there space, furnishings and fixtures for story hours, puppet shows?

Total Seating
Is there space and furniture for the number of library users that visit the library? Are people rearranging furniture in different ways to accommodate their needs?

Teen Space
Is there a designated space for teens? Is it adequate in size and location for accommodating the numbers of teens that use the library? Is it isolated from other space or does it cause problems for monitoring use and security? Would the furniture and decor appeal to teens? Is it so close to other user spaces that it disrupts other users? Do teens have to go elsewhere to use the teen collections?

Children's Space
Is your children's room attractive? Do children find it inspiring? Is it adequate in size for the numbers of children and parents that use the library?

Overall Shelving
Is there adequate space for proper shelving and display of collections? Is there space to set up displays of topical or seasonal collections? Is there space to market new materials? Is the kind of shelving appropriate for the collections? Is there adequate space between stacks? Is the lighting appropriate?

Undesignated Space
Are there places for users to congregate and talk where they don’t feel in the way or don’t feel they are disturbing other users?

Total size
For the number of users and the amount of circulation, is the space adequate?

Total Package
Considering everything, how do you rate your facility?