Library Design Workshop
Create the Library Your Community or Campus Needs

4-Week Online Course
September 7 - October 20, 2016
Library Design Workshop

Library renovations and new design projects can be exciting, and overwhelming. Join this workshop to learn how to craft a robust report that you can deliver to your board, administration, staff, funders, and other stakeholders about creating a future-facing library building for your community—be it in a public or academic setting.

Learn time-saving strategies from leading design thinkers and librarians in live keynote sessions (via webcast) and get personalized feedback on your plans in an online workshop setting from dedicated program facilitators experienced in library design. Discover your priorities, make a plan for board or administration involvement, and untangle complex issues related to your library space design.

In this workshop, you’ll examine:

- **Build new or renovate**: Understand the factors behind investing in new building or a renovation
- **Space planning**: How to imagine flexible spaces for collections, creation, and community connection
- **Fund-raising strategies**: How to cultivate and earn community investment
- **Find the right design team**: How to choose the right professionals to make your library vision a reality

By the end of this workshop, you’ll have:

- A **roadmap** outlining the actions you need to create a library space suited to the unique needs of your community and flexible enough to serve the community as it grows and evolves in the future
- **Inspiring ideas, concepts, perspectives from leading architects, designers, and librarians** working in the field of library design

**Week 1 | Wednesday, September 7, 2016 | 1:00 pm ET**

**Opening Keynote: The Process Behind the Design Process at Richland Library**

Design projects are always complex, but there are key strategies you can use to both manage them with transparency and truly collaborate with your stakeholders. We’ll examine approaches to setting milestones and driving the planning to encourage ideation. We’ll show how to engage your community in dialogue and brainstorming, how to effectively partner with architects and what to expect from them, how to collaborate with your board, and how to create an integrated planning effort between your architect and general contractor.

**Makers Over Space, Community Before Cameras: Designing a Makerspace for Your Library**

Libraries all want to be trendy, and amazing things are happening in the Makerspace movement, but how does one plan a successful space? One that will outlast the hype and become an ongoing, well-used creative place? This session will center around the three “S’s” of Makerspaces: Space, Stuff, and Staff, in order to help refocus those more traditional librarian skills like collection development and project management on a new area. Whether for a brand new building, a renovation, or a repurposed closet, anyone can bring the Maker Movement in!

**Assignment: Priorities, Questions, & Direction**

Create a tailored list of key questions to be answered by stakeholders at your library and a list of priorities specific to your library’s building or renovation plans.
Week 2 | Wednesday, September 21, 2016 | 1:00 pm ET

**Process Strategies for Your Library Design Projects**
Design projects are always complex, but there are key strategies you can use to both manage them with transparency and truly collaborate with your stakeholders. We'll examine approaches to setting milestones and driving the planning to encourage ideation. We'll show how to engage your community in dialogue and brainstorming, how to effectively partner with architects and what to expect from them, how to collaborate with your board, and how to create an integrated planning effort between your architect and general contractor.

**Inward-Facing Design: Change Management’s Role in Your Design Project**
Involving and preparing staff for big changes in environment can be an important key to success. This session will explore staff considerations during the design process, including the design of staff workspaces and ways to meaningfully involve your team in the entire process.

**Assignment: Planning for Fundraising**
This week, we explore the topic of fundraising for your design project, a complex subject that will vary greatly from project to project. We’ll provide detailed guidelines to help organize your planning.

Week 3 | Wednesday, October 12, 2016 | 1:00 pm ET

**How to Build Relationships for a Successful Campaign or Fundraising Strategy**
This session will explore strategies for how to build relationships with donors, your community, or the public sector to raise the financial resources you will need for your renovation or new building. You’ll learn how how public and private funding are both needed for many construction projects and how to go about planning to achieve the private portion of the funding goal. We’ll explore how to determine what kind of budget is realistic in your funding environment and how to assess recent votes and tax scenarios that may affect your project.

**Assignment: Request for Proposals**
Write your Request for Proposals and create your community feedback plan.

Week 4 | Thursday, October 20, 2016 | 1:00 pm ET

**When Everything Old is New Again: Is Renovation Right for You?**
We’ll examine the benefits of renovation, versus new construction, as a sometimes more affordable, often greener solution to creating a new library experience. The session will show you how to see your space with new eyes to discover what can be repurposed. We’ll also cover examples of high impact, low budget upgrades you can employ if funding for a full rebuild is years off.

**LEEDing and Living: Sustainability’s Role in Your Projects**
Creating a building that is environmentally sustainable from construction to ongoing operations requires clear planning and communications. In this session, we’ll examine what’s involved in building certification programs, like The Living Building Challenge and LEED certification. While also take a look at some of the reasons that green matters — and how you can make a case for it in your community.

**Assignment: Sustainability**
Take an environmental sustainability audit of your current library to see where environmental impact could be reduced through renovation or new construction and plan a theoretical building renovation by scale.
Registration

For payment by check or credit card, please complete the form below.
To register online, please visit learn.libraryjournal.com/DesignWorkshop

Successful Library Marketing
November 9 - December 7, 2016

Attendee(s): (write clearly)

<table>
<thead>
<tr>
<th>First Name</th>
<th>Last Name</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Company</th>
<th>Email</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

If you are registering a team of more than 4 (at the same time), please call Roger Jarman at (646) 380-0773 for preferential rates.

To pay by check*, mail this form, with your check enclosed, to:

Dee Watson
Library Journal
123 William Street, Suite 802
New York, NY 10038

*Checks may be made payable to Library Journal

To pay by credit card, please fill out form below and fax to (646) 380-0756.

Name: ___________________________________________________________

Credit Card Number: ______________________________________________

Expiration Date: _____ /______            Credit Card Security Code: ________

Billing Address with Zip: ___________________________________________

Phone: _______________________

Signature: ______________________________________________________

Please call us with any questions: 866-270-9072.