



ANDERSON BRULE ARCHITECTS

**SUNNYVALE CIVIC CENTER MODERNIZATION
Library Focus Group**

REGARDING:
ABA PROJECT #: 14-1201-1

MEETING DATE: April 13, 2015
MEETING TIME: 7:00 - 8:30 pm
LOCATION: Library Program Room

ATTENDEES: Pamela Anderson-Brule, *ABA*
Kate Rivard, *ABA*

Kent Steffens, *Assistant City Manager*

CONTEXT: The City of Sunnyvale has initiated a study for modernization of the Civic Center to improve service delivery to the public; maximize efficient, achieve functional and sustainable design; and create additional needed space. The results of this effort will provide information necessary for Council to choose an approach to land use planning as well as financing option for a future Civic Center Master Plan.

As part of the process for the Sunnyvale Civic Center, we are reaching out to a cross section of the community to help us better understand the City's service needs and priorities. This Focus Group Meeting is meant to be an open and collaborative discussion with stakeholders, who are interested in the future of the City.

PURPOSE: The purpose of this meeting is to:

- Gather information in order to draft vision and success criteria
- Gather information in order to draft a Needs Assessment
- To engage in an open and collaborative discussion about library needs, service priorities, and the best use of the Civic Center site.

Intended Results:

- Develop a shared understanding of the overall process and project scope
- Develop an understanding on perspectives of service needs and priorities for the library
- Gather information towards the development of a Needs Assessment for modernization of the Civic Center, specifically land use and financing

AGENDA ITEMS

I. Introduction / Agenda Review

II. Project Plan Overview

III. Current Library Trends

IV. Vision, and Needs Assessment Discussion

- A. Background Information & Introductions
 - 1. Who Do You Feel You Represent in the Community?
 - 2. What Library Services do you use and how often?
- B. Vision
 - 1. What do you appreciate about the services offered? What is working well?
 - 2. What positive impacts would you like the Library to have on the community?
- C. Needs Assessment
 - 1. What would you like to be able to do or have access to at the Library, but currently cannot?
 - 2. Do you have any concerns associated with the planning of a new Library? Do you feel other community needs are not being met?
 - 3. What is the most important improvement needed for the Library?

D. Once concept under consideration is to move the library to the Sunnyvale Community Center.

What do you think of this concept?

V. Friends of the Library Discussion

- A. What are the most critical issues for Friends of the Library?
- B. Discuss Friends bookstore operations
 - 1. Is it on an honor payment system?
 - 2. Is it staffed?
 - 3. What are the hours of operation?
- C. Discuss effective use of storage/needs

VI. Conclusion

- A. Next Steps
 - 1. Community Workshop
 - a) April 25th, 9:00 am-12:00 pm, Library Program Room
- B. Feedback