

BARABOO PUBLIC LIBRARY AD HOC UPGRADE REVIEW COMMITTEE

It is recommended that Upgrade Review Committee (URC) members visit at least two (2) libraries of their choosing in our region after the first URC meeting. These visits will help URC members to better understand how other libraries utilize their space. Below are some questions to consider when making your library visits.

1. Noting the time of your arrival, what did you see and hear as you entered the library?

2. How did you feel when you entered the library? Was the space informative, welcoming, easy to navigate, etc.?

3. When you arrived, what did you see library patrons doing (i.e. reading books, reading newspapers, computing at work stations, computing on laptops, browsing the stacks, socializing, etc.)?

4. Did you talk to the library director (or to another key staff member)? If so, what is working well with their existing space? What are the greatest challenges? Why?

5. If the library director (or key staff member) could make any changes to the library's physical space, what would that be? Why?

6. What was the one major take-away observation you made of that library and its space?