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To: Urban Core Inc. and Urban Capital  
From: Paul Takala, Chief Librarian/CEO  
CC: Hamilton Public Library Board  
Date: March 2, 2018  
Subject: *Expression of Interest* in Pier 8 Development

The Hamilton Public Library creates vibrant public spaces that are welcoming to everyone. We strive to be a *Community Beacon* by creating services and programs that are a unifying force in the communities we serve. We believe it is important that the Waterfront development include the creation of compelling public spaces that attract people from all parts of Hamilton.

We appreciate Urban Core Inc. & Urban Capital's vision and commitment to creating such public spaces. I am therefore pleased to extend a non-exclusive *Expression of Interest* in locating a public library as part of the Pier 8 development.

There are several important considerations that would need to be addressed before this *Expression of Interest* could become a more formal commitment. The Library Board has commissioned an independent evaluation of the library services citywide to highlight areas of under service based on current and projected future demographics; we anticipate that study will be completed Q2 of 2018. Given our commitment to evidence-based decision making and sustainability we will need to fully analyze and understand the study before making formal decisions. We welcome the opportunity to work with developers to create a public private partnership to assist with initial funding of a library building, however, we need to ensure we are able to secure sustainable sufficient operational funds for the library.

The Library Board has established design principles that govern how we approach building new libraries. Those principles are articulated in the Board's **Facilities Master Plan**<sup>1</sup>, key elements include:

- *Each library branch must be designed in such a way that people passing in a car, in a bus, or on foot feel invited to enter and use the facility. Branches should be located on main thoroughfares with good street presence.*
- *Each branch must appear inviting, and attractive with a clearly visible entrance.*
- *Each branch library should be on the ground floor whenever possible.*
- *Construction materials should be durable and easily maintained. Designs should allow for people who pass by to experience a sense of community pride.*
- *Branch construction should be as energy efficient as possible and as environmentally sensitive as budgets will allow.*

- *Each branch library must meet all provincial and federal accessibility standards.*
- *New branches should be located, whenever practical, in a multi-use facilities shared with partners that possess visions compatible with that of the library system.*
- *New branches should be located in population clusters having at least 15,000 people in their catchment area.*
- *Furnishings, equipment and technology must anticipate the future needs of customers and must take advantage of technologies that maximize self-service, improve security and minimize materials handling.*

### **About the Hamilton Public (HPL)**

HPL is an innovative library system that serves the City of Hamilton, Ontario. In 2017 our 22 library locations and 2 bookmobiles had over 3.68 million in person visits. Over 190,000 Hamiltonians attended 10,000 programs offered at HPL. The Library circulated over 6.6 million items from an active card holder base of 159,000. HPL strives to realize our mission *Freedom to Discover* by having our work shaped by our core organizational values of *Intellectual Freedom, Inclusiveness, Innovation, Respect and Accountability*. We look to the future with energy and optimism and we remain proud of our rich history as we have been meeting the needs of the Hamilton community since 1889.

### **Library Branch Service Summary**

- 8,000\* square foot branch in multi-use facility, design consistent with the *Facilities Master Plan*.
- Core services: library collections, children's area, teen zone, community living room, public computer access, Wi-Fi, quiet study, collaborative group space, program space and advanced technology - makerspace.
- Core programs: family literacy, digital literacy, support for lifelong learning, newcomer support, promoting physical and mental health, art and culture, seniors, youth and reducing social isolation for all age groups.

\* We are currently reviewing the catchment area of the potential branch and the final size of the branch will be determined by a number of factors including: population served, funding and potential synergies with other partners in the building (i.e. shared program rooms).

Finally, we think it is important that the public library and other public amenities located at Pier 8 not only serve the new residents of condo developments but also serve adjacent neighbourhoods in the North End and help make the Waterfront a destination for people from all across Hamilton and beyond. We look forward to exploring further how HPL could be a part of realizing that vision.

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<sup>i</sup> [http://www.hpl.ca/sites/default/files/HPL%20Facilities%20Master%20Plan%202015\\_AODA.pdf](http://www.hpl.ca/sites/default/files/HPL%20Facilities%20Master%20Plan%202015_AODA.pdf)