



***Renovating Our Library,
Building Our Community***

Capital Campaign
to
Enlarge and Renovate
the
Hiram Halle Memorial Library
Pound Ridge, New York
www.poundridgelibrary.org

2006

The Pound Ridge Library Foundation
P. O. Box 515
Pound Ridge, NY 10576

THE LIBRARY'S RENEWAL

Since 1952 the Hiram Halle Library's core mission has been to provide free and equal access to information for every resident, of any age and income. The resources of the library, through its own collections and its inter-library borrowing capability, are irreplaceable and enhance the quality of life of every single household in Pound Ridge.

The Hiram Halle Library is also the cultural hub of our community. For over fifty years the vast majority of activities that bring neighbors together and provide the essence of a vital community take place at the library. By providing room to local groups and organizations, by hosting its own cultural events, and by engaging in cooperative ventures with other agencies, the library has become the focal point for the civic and cultural activity of Pound Ridge.

However, the library that was created with generosity and foresight in 1952 needs to adapt to the Pound Ridge of today if it is to fulfill its mission. Not only does the library serve a much larger population than it originally did, but the volume of information –the library's primary "product"— and the ways of accessing it have changed radically in the last twenty-five years. The facilities and services that were adequate for many years are no longer so. The library's ability to deliver services is hampered by facilities that are too small for the number of users and inadequate for the types and number of needs that must be addressed.

ADDRESSING THE LIBRARY'S NEEDS

After a period of planning and evaluation, Donald McDonald, an architect specializing in library design, was asked by the Board to draw a plan addressing what it had found to be the library's current shortcomings and future needs. In addition, MacDonald's charge was to respect the integrity of the original historic building; work within the parameters of its site; and produce a design in harmony with the library's Hamlet location.

MacDonald's proposed design, attached to this document, would add 4728 square feet to the current building. The one-floor plan would create an expanded and better equipped children's section –one of the library's most actively used features– in the current Shaffner Room area, now dedicated to community gatherings, concerts, exhibitions and other events. In turn, a new community room would be built at the back of the building. Technology enhancements, youth study areas, staff workspace, and a new entrance are also part of the new design.

It is estimated that the project will cost \$2.9 million.

TARGETTED IMPROVEMENTS

Children services

The children's library is one of the most heavily used parts of the facility. Today the space is simply insufficient for the numbers of users. Events such as the popular story hour fill the room, making access to the room impossible or awkward for those not attending it. The new floor plan includes a story hour nook attached to the children's library proper, facilitating multi-use and making the entire section more comfortable and attractive to young readers and their families. The children's library itself is also larger, for expanding collections.

Youth area

At present there is no area serving the needs of young adults. The new addition provides a section away from the children's library where young adults can work on their projects quietly in an area they see as their own.

Study / work space

Today the library's cramped condition discourages quiet work. There are few spaces that allow for concentration. The current design returns the Knight Reading Room to its original function, by moving collections to the stacks area. There are more computer stations. Better lighting is also provided.

The Library as community house

The Schaffner room functions as Pound Ridge's community house. Art displays, concerts, group meetings, scout activities, lectures and many other activities take place there. The room is expanded from 993 square feet to 1485 square feet. The kitchen and bathrooms are upgraded.

Accessibility

The Library's current configuration is grounded in its history and has at its core the historic building donated by Hiram Halle. At present, one of the most popular collections (mystery books) is housed in the basement, in an area poorly lit and largely inaccessible to the elderly and the handicapped. By bringing those collections onto the main floor of the library accessibility is greatly improved. The new design also addresses important fire safety considerations.

Solving infrastructure's problems

In recent years repairs to the old infrastructure have been done repeatedly, usually with modest amounts of money, largely as stopgap measures. Humidity and mold have been serious problems. Included in this plan are significant modifications to the drainage and roofing systems which should fix these problems and stop the need for constant repairs.

THE CAMPAIGN

The Pound Ridge Library Foundation has been asked to help raise the necessary funds through a five-year Capital Campaign. At the start of the campaign in April, 2006, \$500,000 had been raised towards this project.

The Foundation asks individuals, businesses, and foundations to make special tax-deductible contributions towards rebuilding the library. The contributions can be made in a lump sum or in three or five year pledges. Multi- year pledges make it possible for donors to make a substantial contribution while spreading out payments.

The building's renewal project is part of the Board of Director's long-range plan for the library, which also includes enhanced service features. The ultimate goal of the Library's administration is to provide better services within an expanded, more open facility and bring the Library to a new level, worthy of the town of Pound Ridge.

Details on the Library's Renovation Project, including drawings and the rationale for the project can be found at the Library's web site www.poundridgelibrary.org. The Library Foundation will be holding a series of public and private meetings to provide information about the project and to solicit town residents' input and support.

For answers to the most commonly asked questions about the Capital Campaign, please, see page 6.

WHAT WILL CHANGE?

More book space

A bigger children's library

A separate story hour section

A larger multi-purpose room

A special area for young adults

Expanded multimedia sections

More room for quiet study / work

Improved technology

Improved staff workspace

Improved restrooms

Updated HVAC systems

OBJECTIVES

- ◆ We envision a building where the collections are safe and readily available to all users, including those with special needs.
- ◆ We envision a library whose facilities accommodate the new technologies needed for accessing information in a manner consistent with 21st century standards.
- ◆ We envision a children's section with spacious and comfortable floor space where our youngest residents can learn, explore, and thrive.
- ◆ We envision an environment where teen-agers and other researchers can work with concentration.
- ◆ We envision a library that retains and expands its role as the cultural hub of our community.

POUND RIDGE LIBRARY FOUNDATION 2006-2011 CAPITAL CAMPAIGN QUESTIONS AND ANSWERS

What is a Capital Campaign?

A capital campaign is a special, time-limited effort to raise a large amount of money for a specific purpose. The funds raised can only be used for the purpose for which they were solicited, rather than for general operations; in this case, improvements to the library building.

Why a Capital Campaign now?

The Library Board and staff have identified lack of space and some basic flaws in the current building as chronic problems that hinder service to the public and are a constant drain on the budget. Architect Donald MacDonald, who specializes in library design, was consulted and a plan addressing the building's problems has been proposed.

How much is needed?

The plan under consideration by the library's board is scheduled to cost approximately \$ 2.9 million.

How often has this kind of effort been made?

The Library has required a special campaign twice before in its history: in 1952, when it was created; and in 1973, when the community room was added, in other words, approximately once every generation.

Has any money been raised already?

To date the Foundation has gifts and pledges of approximately \$500,000. Members of the Library's Board of Trustees and of the Pound Ridge Library Foundation have personally given or pledged \$195,000 so far to the fund. 100% of both boards have contributed, many of them with leadership gifts.

What are leadership gifts?

Leadership gifts are contributions of at least \$ 5,000, to be given up-front, or over a period of three to five years. Given the size of our town and the amount that needs to be raised, the campaign requires many gifts of this size if it is to succeed.

I don't have this kind of money. Can I still contribute?

Every gift to the Capital Campaign is welcome regardless of size. Just write "Capital Campaign" on your check's memo section. All such gifts will be reserved for the building fund. Making a three or five year pledge to the campaign allows you to spread out your payments and make a bigger contribution overall.

How can I make my contribution?

The Pound Ridge Library Foundation accepts checks, money orders and gifts of securities. Contributions can be sent to Pound Ridge Library Foundation, P.O. Box 515, Pound Ridge, NY 10576.

Are gifts to the Capital Campaign tax-deductible?

The Pound Ridge Library Foundation is a 501c3 tax-exempt organization. All gifts made to the Library through the foundation are tax deductible to the maximum extent allowed by law.

I already give to the annual appeal. Isn't this enough?

About 300 households respond to the Library's annual appeal, generating approximately \$25,000. These funds help pay for items in the library's wish/need lists not covered in its regular budget. Relying on the annual appeal alone, it would take over 100 years to raise the money needed for the building's addition.

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