

Proposal to Add an Additional Column of Lockers to the 24/7 Holds Locker System

Date: April 9, 2025

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Overview:

Due to consistent high demand, the current 24/7 holds locker system at Mead Public Library has been unable to accommodate all patron holds. As a result, staff have found it necessary to move holds to the indoor holds shelves, which diminishes the locker system's convenience and efficiency. To resolve this issue, we propose adding an additional column of 15 lockers to the existing system.

Justification for the Addition of Lockers:

The current holds locker system has proven to be highly popular with library patrons, and we expect that popularity to grow following the recent publicity from the ribbon cutting ceremony. However, the increasing number of holds and the high volume of library visitors have led to a recurring shortage of available lockers. This not only creates an inconvenience for patrons but also leads to inefficiencies, as some holds must be relocated to indoor shelves, thus compromising the purpose of the 24/7 system. In March alone, we ran out of locker space on 2 occasions and were forced to move existing holds to our indoor holds shelves and call patrons to alert them to the change.

The addition of one column of lockers will:

1. **Increase Locker Availability:** Provide sufficient space for all patron holds, ensuring that every hold can be securely stored in the lockers.
 2. **Enhance Patron Experience:** Reduce instances of patrons having to retrieve their holds from indoor shelves and ensure the continued convenience of the 24/7 locker system.
 3. **Maximize Locker Efficiency:** Prevent locker overflow, which can lead to unnecessary confusion and delays for patrons.
 4. **Support Growing Demand:** The library's hold system has seen a steady increase in demand, and this expansion will future-proof the locker system to meet the needs of patrons moving forward.
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Cost Breakdown:

- **15 bay locker unit with rear-load access, custom wrap application, delivery & installation:** \$10,745
 - **Custom Wrap Design:** \$650-\$800
 - **Construction:** costs should be minimal due to the pre-work completed during the first installation. As such, the expansion will require only minor adjustments to the existing infrastructure.
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Conclusion:

The addition of an extra locker column will significantly improve the functionality of our 24/7 holds locker system. It will provide more locker space, enhance patron convenience, and support the growing demand for holds in the library. We request approval for this expansion to ensure that we can continue to provide high-quality service to our patrons without interruptions or delays.

We appreciate your consideration of this proposal and are happy to provide any additional details as needed.