

**Parkdale Branch – Closure for Minor Renovation**

<b>Date:</b>	February 25, 2019
<b>To:</b>	Toronto Public Library Board
<b>From:</b>	City Librarian

**SUMMARY**

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Parkdale branch will be closing for interior renovation in the spring of 2019. This report requests the approval for the closure of approximately two to three months.

The renovation will refresh the main floor branch interior by relocating the music instrument lending library to a more prominent location on the main floor; adding seating for the public; new carpet and new computer furniture; new shelving in the children's and teen departments; and a modernized, user-friendly service desk.

**RECOMMENDATIONS**

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**The City Librarian recommends that the Toronto Public Library Board:**

1. approves the closure of the Parkdale branch for approximately two to three months.

**FINANCIAL IMPACT**

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There is no financial impact beyond what has already been approved in the budget.

The Director, Finance & Treasurer has reviewed this financial impact statement and agrees with it.

**DECISION HISTORY**

The Parkdale branch minor renovation is part of the Library's approved capital budget multibranch projects.

**COMMENTS**

The Parkdale branch will be closed for approximately two to three months. The closure is expected to begin in the spring of 2019.

Parkdale branch is a busy neighbourhood branch, serving a current population of approximately 31,241 (2016 census data). In addition to providing a full suite of neighbourhood library services, Parkdale also holds the first Music Instrument Lending library as well as hosting the Parkdale Community Information Centre.

The branch is being considered for a future major capital project that may involve a major redevelopment and consolidation of community services in the Parkdale neighbourhood. The Create TO division of the City of Toronto is spearheading this initiative, and the Library is participating in this work along with other community partners. The timeline for this major capital work is not known at this time. In the mean time, the branch requires immediate work to maintain a reasonable state of good repair, improve branch operations and address ongoing Health and Safety issues.

The short-term staff relocation procedure will be followed for this closure.

The current interior renovation will include:

- reconfiguring the adult computer area to allow for more space per workstation that addresses issues around personal space and crowding for customers;
- relocating the Music Instrument Lending library to a more prominent location with better display opportunities on the main floor of the branch;
- replacing carpet throughout the branch as it is badly worn and stained;
- replacing shelving in the adult lounge area, teen area and children's department with lower shelving to improve sightlines and introduce flexibility to the branch;
- adding laptop bars with access to power to the windows overlooking Queen Street;
- additional public seating in the urban living room will be added;
- replacing some of the existing study tables with furniture that has access to power;
- replacing the service desk with one that is more efficient and will improve staff health and safety;
- workroom furniture that will also be replaced and reconfigured to improve efficiency.

All furniture and shelving elements will be able to be re-used as part of the future major capital project.

## **PLAN FOR ALTERNATE SERVICE**

For the duration of the closure the following alternate service plans will be in effect:

- direct users to pick-up holds and use nearby branches in close proximity with easy TTC access including High Park and Bloor / Gladstone;
- relocate the Musical Instrument Lending library service to the High Park branch main floor;
- increase programming at High Park branch;
- continue to provide outreach services such as Kindergarten Outreach, promotion for Summer Reading Club, visits to schools, child care centres, after school programs, parent/child programs, and outreach to clients of community agencies;
- continue engagement with community groups and agencies identifying ongoing service needs and planning for services to be delivered at the re-opening of the branch;

- continue to participate in key community events;
- utilize social media throughout the closure to promote library services and keep users updated on the progress of construction.

Prior to the closure staff will hold an open house to answer questions, speak with customers on an individual basis and provide appropriate referrals for library services during the closure. The local Councillor has been informed of the alternate service plan.

## **CONTACT**

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## **SIGNATURE**

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City Librarian