



CoWorking Spaces at SLCL

A New Building Exploration

Who Did We Talk To?



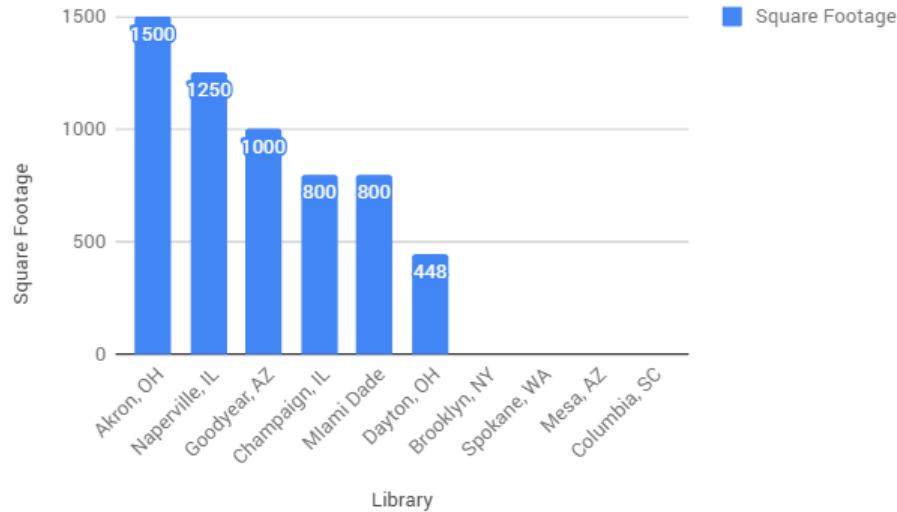
Branches All
over the
country.

Urban &
Suburban

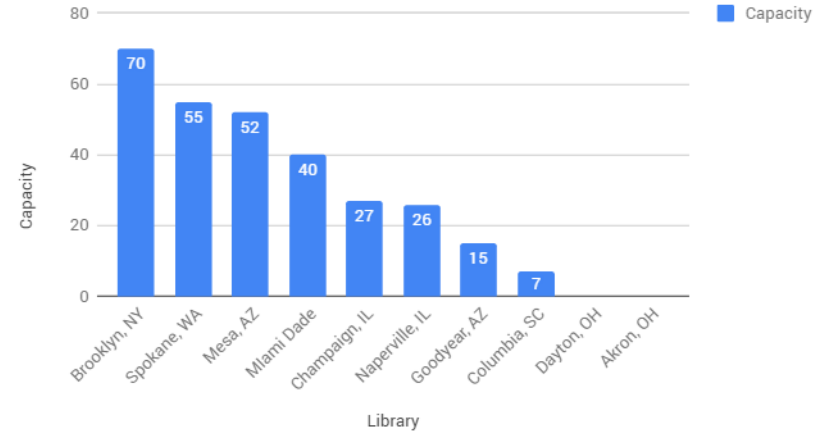
Small & Large
Spaces

Space & Capacity? How Big Should We Go?

Coworking Space Square Footage



Coworking Space Capacity



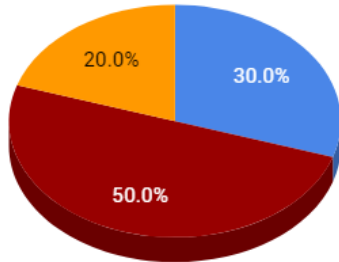
Rules & Managing the Space

Most do not allow sales/transactions, though the degree is varying. Some allow separate meeting rooms to be booked for pitches, but no paperwork can be signed, some don't even allow business cards to be exchanged on site.

An application process at Akron, Naperville, allows for some control over the area.

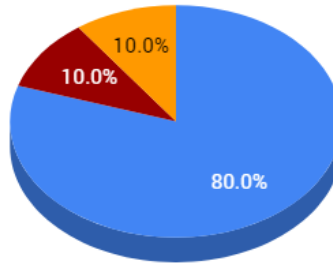
Most did not hire people specifically for the space, but used what they had. Some have since hired people based on skills needed for the space, not degree.

Do You Allow Sales to Take Place On Site?



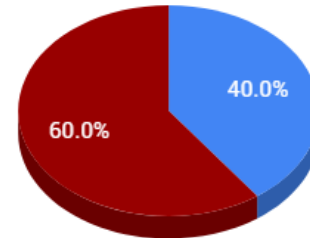
● Yes ● No ● NA

Separate Meeting Rooms Available



● Yes ● No ● NA

Had to Hire More Staff for the Space?



● Yes ● No

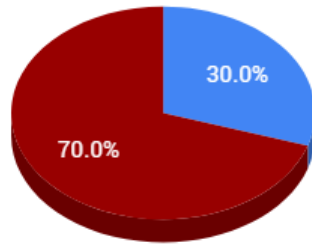
Computers in the CoWorking Space

The CoWorking Space itself is usually self-managed. It's an open space for the entrepreneurs.

How have other libraries managed a non-staffed area? *Not having computers in there.* The entrepreneurs mainly bring their own, or check-out laptops. Allowing access via keycard (like staff badges) so not anyone can enter the space, only “reserved” or “members.”

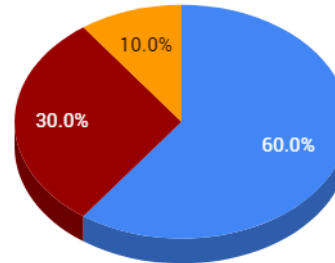
They may have one or two computers in the space with creative software, and Lynda.com access for training.

Computers in the Coworking Space



● Yes ● No

Have Adobe Creative Suite on Site



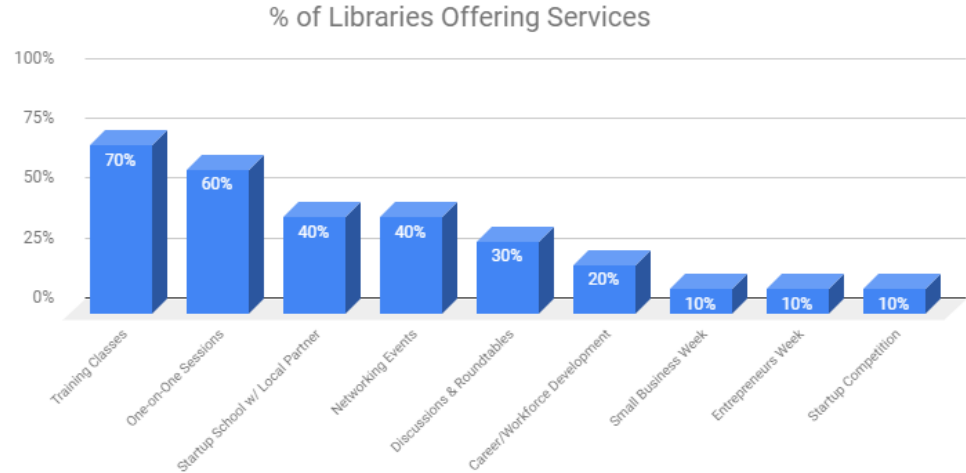
● Yes ● No ● NA

Services in the CoWorking Space

Services vary, but training classes and one-on-one (book-a-librarian) sessions reigned supreme.

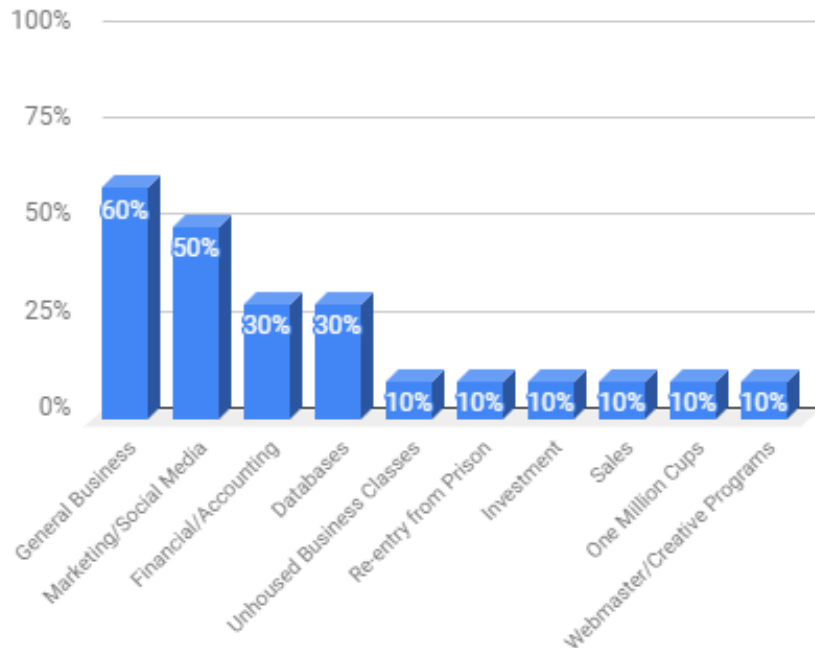
Many offered some kind of school or academy week or month long program for people - partnered with either a university or other local institution.

Brooklyn has an annual startup competition for the best business plan and a personal archiving station (turn VHS to DVD, Casette to MP#, etc)



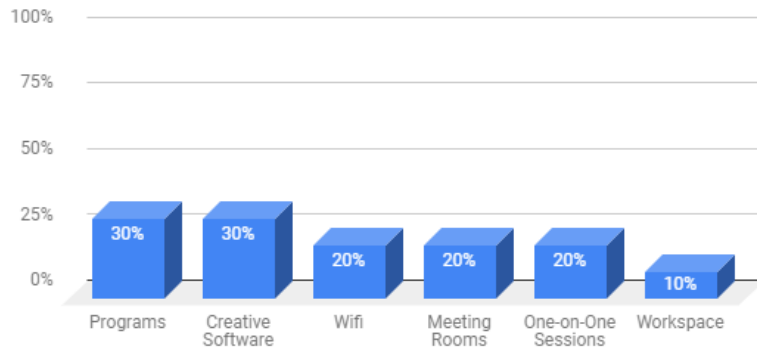
More Services in the CoWorking Space

Classes Offered at Coworking Spaces



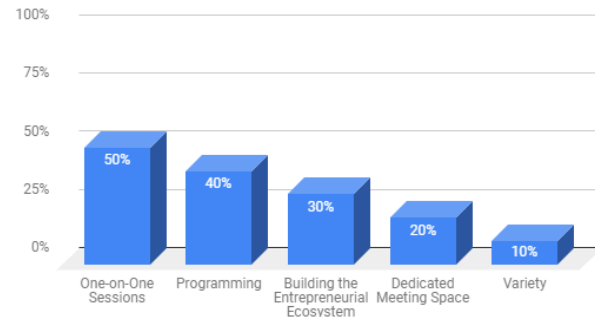
Marketing classes were talked about as super popular by multiple libraries.

Most Used Service

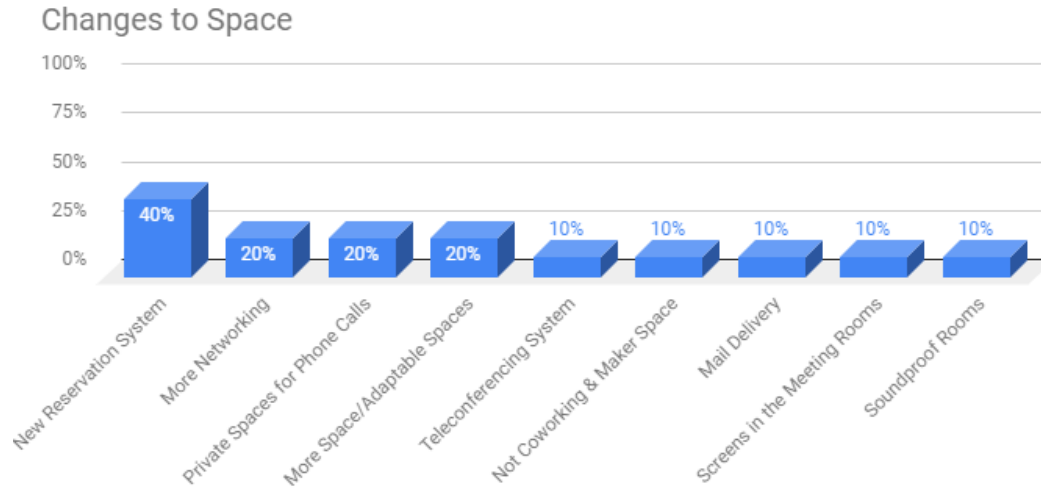


One-on-one sessions were most popular with librarians.

Favorite Service Provided



What Would They Change?



Multiple libraries talked about how their reservation system does not meet the needs of the new space. Enter [Intercept](#), created by libraries FOR libraries (Richland Library in SC). Coming SOON!

And multiple libraries talked about some kind of separate space for making phone calls (some already had that space available).

What We Like: Recommendations

Spokane Public Library seemed to have a great space set-up to follow. Their space has smartboards, TV screens to throw a presentation onto, and a **separate wi-fi network** for the co-working space.

Modular Spaces: ability to make the space network and program ready, but also allow for collaboration and solo work-spaces. Should also include space for talking on the phone. Separate reservable meeting room spaces, maybe one only for co-workers with teleconferencing equipment.

Application/Membership Process: an online application, a 15 minute phone interview, and then an orientation on the space and what's expected. Members would be able to reserve a space by reserving it, and picking up a keycard for access.

Software: Not having general computers is key to keeping staff low in the space, but having at least one computer with Adobe Creative Suite is a must for creating marketing materials, graphic designs, websites, etc.

Staffing: Support staff can be hired based on abilities, that match with needs for programs in the space (marketing, financial, etc). Also staff should be out in the community, and can offer BALs at other locations such as coffee shops to meet entrepreneurs in their own space.

Programming: Networking (Evening), Mentoring (Board involvement), programs based on their needs including financial and marketing training.



Spokane Public Library - LevelUp Space