iLAB: YEAR ONE

Dakota County Library - Wescott

March 15, 2017
PRESENTED BY

Mary Wussow, Wescott Branch Manager / iLab Project Coordinator

Holly Carlson, Technology Librarian / iLab Librarian Coordinator

Shawn Foster-Huot, Library Technology Specialist
MAKERSPACE TEAM

Library Administration

Managers

Librarians

Technology Specialist

Circulation Staff

Employment or union representative concerned over changing staff roles
PLANNING

Learn about your community. Reach out, get support.

Who are you trying to reach? What are you trying to accomplish?

Find money or apply for grants.

Research equipment & software.

Get administration & possible funders on board with vision.
Check with legal or risk management for waivers or risk considerations.

Allow for building modifications.

Order equipment & train staff.

Promote.

Evaluate.
PLANNING

Everything will take longer than expected!
DECISIONS: POTENTIAL USERS

Learn more about your community (environmental scan)

Contact community stakeholders

Survey what the community would like for equipment & software
Dakota County Library/Wescott Makerspace Survey

Q1 Which of the following would you use in a creative/makerspace at the Wescott Library in Eagan?

Answer Choices | Responses
--- | ---
3D Printing/Laser or Vinyl Cutting/ Milling | 68.42% 65
Animation, Coding, & App or Game Development | 35.04% 33
Arts & Crafts | 52.63% 50
Media Production: Photos, Video, Music | 49.47% 47
Robotics & Circuitry | 41.05% 39
Writing & Self-Publishing | 33.68% 32

Total Respondents: 94

Dakota County Library/Wescott Makerspace Survey

Answer Choices | Responses
--- | ---
3D printer | 76.82% 69
Vinyl cutter | 23.68% 21
Laser cutter | 47.39% 43
Mill (luthier) | 19.78% 18
Fabric cutter | 38.71% 35
Paper cutter | 34.81% 32
Quilting dies | 16.09% 15
DECISIONS: SPACE(S)

Wescott Library:

Repurposed computer lab
- Fewer library desktop computer users
- Higher Wi Fi users
- Fewer people attending computer classes

Former library coffee shop
DECISIONS: EQUIPMENT & SOFTWARE

- Research & visit local library or school makerspaces.
- Contact out-of-area makerspaces via phone/email.
- Attend conferences or webinars with makerspace sessions.
- Join Facebook groups (e.g., MakerSpaces & the Participatory Library).
- Will you charge for supplies or use? What will you provide?
START SMALL

Can you do this without a dedicated space?

Try adding a new piece of equipment into the main library when you can.

It’s easier to add slowly than to have to subtract if staffing is not sustainable.
DECISIONS: BUDGET

- Local library budget
- Regional library system funding
- Grants or foundation
- Businesses, Chamber of Commerce or community organizations
- Friends of the Library
- Family bequests
- Consider ongoing supplies, repairs, replacements or upgrades
## Align Makerspace Goals with Funders’ or Library Goals

<table>
<thead>
<tr>
<th>Category</th>
<th>Goal</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>A great place to live</td>
<td>Good for business</td>
<td>Assisting with creating a more skilled workforce</td>
</tr>
<tr>
<td>Providing tools for creativity &amp;</td>
<td>A clean &amp; green place</td>
<td>Learning skills for DIY to be self-sufficient</td>
</tr>
<tr>
<td>growth</td>
<td>Thriving people</td>
<td>Connecting with the community for learning &amp; sharing interests</td>
</tr>
<tr>
<td>County government that leads</td>
<td>County government that leads the way</td>
<td>Offering resources to meet new demands and trends in a fast-changing digital world</td>
</tr>
</tbody>
</table>
DECISIONS: HOURS & STAFFING

Staffing:
- Librarians, Circulation Staff and/or Paraprofessionals?
- Volunteers
- Level of risk to leave equipment unattended

Hours:
- All open hours of the library or selected hours (e.g., after school)
- Consider your target audience for most-needed hours
- Bring out equipment only for programs & limited times or all times?

Sustainability of above:
- What can you give up to make this happen?
- Is additional staff funding likely?
- If you received grants, what happens when grant money runs out?
DECISIONS: RESERVE AHEAD? WALK-IN?

RESERVATION SOFTWARE

<table>
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<tr>
<th>Time</th>
<th>5a</th>
<th>6a</th>
<th>7a</th>
<th>8a</th>
<th>9a</th>
<th>10a</th>
<th>11a</th>
<th>12p</th>
<th>1p</th>
<th>2p</th>
<th>3p</th>
<th>4p</th>
<th>5p</th>
<th>6p</th>
<th>7p</th>
<th>8p</th>
<th>9p</th>
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</thead>
<tbody>
<tr>
<td>3D Digital Scanner - iLAB at Wescott Library</td>
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<tr>
<td>Creative Design - iMac - iLAB at Wescott Library</td>
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<tr>
<td>Creative Design - PC - iLAB at Wescott Library</td>
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</table>
PROMOTION & SIGNAGE

- TV/Radio/Newsapers
- Web Page/Social Media
- Program Guides
- City/County Newsletters
- Library Signage
- Community Fairs

Word of mouth is still the most effective!
PROMOTION & SIGNAGE

Concrete Pillar Wraps

Floor Decals

Sandwich Board

Door Signage
LIBRARIAN PERSPECTIVE

HOLLY CARLSON
IDENTIFYING POTENTIAL EQUIPMENT

- 3D Printing & Scanning, Laser Cutting & CNC Milling?
- Animation, Coding & App Development?
- Sewing, Paper & Vinyl Cutting, Arts & Crafts?
- Media Production: Photos, Videos & Music?
- Robotics, Circuitry & Electronics?
- Writing & Self-Publishing?
NARROWING THE FOCUS

Which items would be a better fit for programs?

Which items require consumables?

Which items carry a potential risk to safety?

What community needs can we fulfill?

Which items have tutorials & tech support?

What are staff interested in learning and teaching?
3D Printing & Scanning

Sewing, Fabric & Paper Cutting

Photo & Film Digitization

Audio & Video Production

Digital Art
3D PRINTING & SCANNING

Ultimaker 2+ 3D Printers

NextEngine 3D Scanner
FREE VS. FEE
SEWING, FABRIC & PAPER CUTTING

Silhouette Cameo Paper Cutter

Janome Schoolmate Sewing Machines

Accuquilt Fabric Cutter

EQ7 Quilting Software
IMAC AND CREATIVE PC

iMac & Wacom Creative Drawing Tablet

PC with creative software
PHOTO AND FILM DIGITIZATION

Photo, Slide & Negative Conversion

VHS to DVD Conversion
MEDIA PRODUCTION

- WhisperRoom Sound Booth
- Green Screen
- MIDI Keyboard & Mac Pro
PREVENTING LOSS

Library Use Only

Library Staff:
Check this item out using the patron's Library Card. Then, hold the patron's Driver's License until this item is returned to the Service Desk.
ONGOING MAINTENANCE & SUPPLIES
### ILAB Workstations

<table>
<thead>
<tr>
<th>EQUIPMENT</th>
<th>NUMBER OF RESERVATIONS</th>
</tr>
</thead>
<tbody>
<tr>
<td>3D Printer</td>
<td>384</td>
</tr>
<tr>
<td>Audio Production</td>
<td>146</td>
</tr>
<tr>
<td>Paper Cutter</td>
<td>127</td>
</tr>
<tr>
<td>Video Production</td>
<td>99</td>
</tr>
<tr>
<td>Photo, Slide, Negative Conversion</td>
<td>92</td>
</tr>
<tr>
<td>Creative Design iMac</td>
<td>85</td>
</tr>
<tr>
<td>Sewing</td>
<td>69</td>
</tr>
<tr>
<td>VHS to Digital</td>
<td>59</td>
</tr>
<tr>
<td>3D Digital Scanner</td>
<td>38</td>
</tr>
<tr>
<td>Fabric Cutter</td>
<td>33</td>
</tr>
<tr>
<td>Creative Design PC</td>
<td>32</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>1,164</strong></td>
</tr>
</tbody>
</table>

### Total Workstation Hours:

2,125.5

### ILAB Accessories/Optional Equipment

<table>
<thead>
<tr>
<th>EQUIPMENT</th>
<th>NUMBER OF CHECKOUTS*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Audio Production Kit (wireless keyboard &amp; mouse)</td>
<td>106</td>
</tr>
<tr>
<td>Condenser Mics (set of 2)</td>
<td>93</td>
</tr>
<tr>
<td>Video Production Kit (wireless keyboard &amp; mouse)</td>
<td>73</td>
</tr>
<tr>
<td>Tripod with iPad and iPhone Mounts</td>
<td>43</td>
</tr>
<tr>
<td>Go Pro Camera</td>
<td>42</td>
</tr>
<tr>
<td>iMac Kit (wireless keyboard &amp; mouse)</td>
<td>18</td>
</tr>
<tr>
<td>Wacom Intuos Drawing Tablet</td>
<td>12</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>389</strong></td>
</tr>
</tbody>
</table>
LEARNING TEAMS

3D Printing & Scanning:

Librarians:
- Wescott Librarian A
- Wescott Librarian B
- Wescott Library Associate

Circulation Staff:
- Senior Information Assistant F
- Assistant Circulation Supervisor
- Senior Information Assistant A
- Senior Information Assistant D
- Senior Information Assistant B
LEARNING TEAMS

- Unbox & learn the basics
- Provide staff training
- Provide learning guides & training for the public
- Make workstation setup & procedural recommendations
STAFF TRAINING METHODS

1-hour, classroom-style session

Hands-on demonstration/Q&A sessions

Impromptu demos

10-30 minute, informal sessions

Product website tutorials

1-hour, classroom-style session

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LEARNING TEAM RECOMMENDATIONS

Should we require certification or training?

Should we have any age restrictions?

How much involvement will we expect of staff?

How will we train staff and the public?
TRAINING THE PUBLIC

- Staff-led introduction classes
- iLAB staff person on duty
- Book-a-Librarian for 30 minutes
- Other iLAB users
- Notebooks with quick-start guides and instructions
- Lynda.com courses and online resources
TOURS

- Drop-ins
- Other Library Systems
- School Administrators & Teachers
- Community Groups
- Other Dakota County Departments
PROMOTION

- Social media & website
- Program guides
- Community events
- News segments with Fox 9
- Dakota County newsletter
- Decals and Signage
- Tours
ILAB PHASE 2

- Community partnerships
- Social media boost
- Mobile iLAB?
- More iLAB programming
- Use volunteers & community experts?
TECHNOLOGY SPECIALIST PERSPECTIVE

SHAWN FOSTER-HUOT
SOFTWARE DECISIONS

- Learning Tool
- Semi Pro
- Hobbyist
<table>
<thead>
<tr>
<th>Software</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>GarageBand</td>
<td>Multitrack recording with pre-made MIDI keyboards, pre-made loops and various effects. Comes with OS X.</td>
</tr>
<tr>
<td>Ableton Live 9</td>
<td>Can be used to multi-track, known to be an instrument for live performance/composing. Used widely in EDM.</td>
</tr>
<tr>
<td>Pro Tools</td>
<td>Industry standard.</td>
</tr>
</tbody>
</table>
## CHOSEN SOFTWARE (VIDEO)

<table>
<thead>
<tr>
<th>Software</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>iMovie</td>
<td>Video editing software with basic color correction and video enhancement tools. Comes with OS X.</td>
</tr>
<tr>
<td>Premiere Pro CC</td>
<td>Widely used in industry. Part of Adobe Creative Cloud.</td>
</tr>
<tr>
<td>Final Cut Pro X</td>
<td>Widely used in industry. Easy jump from iMovie users.</td>
</tr>
</tbody>
</table>
# TO DO LIST

<table>
<thead>
<tr>
<th>Repurpose 6 lab PC’s</th>
<th>Add 3 Macs to system</th>
<th>Soundbooth Assembly and Media wiring</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Remain on domain</td>
<td>• Not on Domain</td>
<td>• Microphone / Headphone wiring</td>
</tr>
<tr>
<td>• Create new user accounts.</td>
<td>• No disk protection</td>
<td>• GreenScreen Lights</td>
</tr>
<tr>
<td>• Retain licensing / disk protection, etc.</td>
<td>• No group policy</td>
<td></td>
</tr>
<tr>
<td>• Same Group Policies as public internets</td>
<td>• Create local users/groups</td>
<td></td>
</tr>
</tbody>
</table>
SOUND BOOTH OVERVIEW/FINDINGS

WhisperRoom MDL7272E
- Ventilation System
- Door Window
SOUND BOOTH OVERVIEW/FINDINGS

ADA – Door did not meet requirements so modifications we made
Fans are loud – need to install an override switch
MAC CHALLENGES

- Disk Protection
- Group Policy
- Apple ID’s
- Software licensing
MAC SOLUTIONS

- **Disk Protection**
  - Time Machine Backup & Manual File Cleanup

- **Group Policy**
  - Non Admin User with Parental Controls

- **Apple ID's**
  - IT controlled Apple ID. Logged out.

- **Software licensing**
  - All account go through master gmail account.
SOFTWARE/HARDWARE ACCOUNTS

Added Accounts

- Adobe ID’s
- iLok
- Avid (Pro Tools)
- Presonus (Studio One)
- Nektar (Midi controller)
- Steinberg (Midi software)
- Focusrite (soundcard)
- Smith Micro
- EQ7 (Quilting)
- Roxio
- Plasq.com (Comic)
- Ableton Live
ADOBE ACCOUNT CHALLENGES

1 Adobe ID per license

• Solution:

Make use of Gmail alias

• dakotacountylibrary+adobealias@gmail.com
• Documentation!!
FIRST YEAR ISSUES

USB connector damaged. Soldered replacement.
FIRST YEAR ISSUES

Updates (Apple & Adobe)

File / Space Management

OS upgrade resulted in reinstalling MIDI firmware

OS upgrade resulted in re-granting xcode permissions
QUESTIONS?

Mary Wussow, Dakota County Library - Wescott Branch Manager
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