



Virginia Association of Counties

ACHIEVEMENT AWARDS



APPLICATION FORM

All applications must include the following information. Separate applications must be submitted for each eligible program. **Deadline: June 1, 2016.** Please include this application form with electronic entry.

PROGRAM INFORMATION

County: Henrico County

Program Title: Repurposing County Assets

Program Category: Regional Cooperation

CONTACT INFORMATION

Name: Cristol Klevinsky

Title: Management Specialist

Department: County Manager's Office

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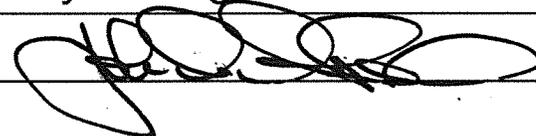
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SIGNATURE OF COUNTY ADMINISTRATOR OR CHIEF ADMINISTRATIVE OFFICER

Name: John A. Vithoukas

Title: County Manager

Signature: 

1. Short Overview of the Program

When Henrico County closed an old library to make way for its new building, it had to make a decision about what to do with the collection of books and the building's furnishings and fixtures. Rather than giving items that would not be used in the new library to the County surplus sale, Henrico County Public Library (HCPL) created an innovative program that repurposed the majority of the old collection and the building's furnishings and fixtures. By reaching out and methodically inviting in other county departments to "shop" the leftovers, the Library was able to save the County money by responsibly repurposing most of the inventory to other departments, especially Henrico County Public School (HCPS) libraries, enhancing their collections and providing desired or needed furnishings and fixtures. The inter-departmental cooperation and communication that this program required was accomplished seamlessly and enthusiastically as everyone benefited and saw its value. Henrico County's Finance Department Purchasing Division played a large part in reassigning these assets and helping to have them delivered to their new homes. With the creation of this program, Henrico will continue this repurposing tradition with the next opening of a new library

2. Problem/Challenge/Situation

When faced with the need to close down an old library to make way for its new building, the Library was confronted with the challenge of how to responsibly approach the remaining collection of books and other library materials, as well as all furnishings and fixtures, many that were more than thirty years old. With several volumes left behind and no need for any furnishings and/or fixtures in the new building due to the newly constructed library building, the Library innovatively developed a plan that would responsibly and fairly redistribute these resources in a timely fashion as the County wanted possession of the old library for renovation and repurposing as quickly as possible. Within two years' time, the County had two libraries

under construction to replace outdated buildings and for the growing needs of the patrons in those communities.

3. How the Program Was Carried Out

When faced with the need to close down an old library to make way for its new incarnation in the fall of 2015, Libraries was confronted with the challenge of what to do with the remaining collection of books and other library materials, in addition to all leftover furnishing and fixtures that would not be used in the new library. The Library reassigned as much of the collection as possible to other branches and redistributed resources that still needed to be repurposed in a responsible manner.

The Library then worked with the County's public school libraries, as a way to augment their collections. Working with their Director, Suzanna Panter, the Library was able to establish visitation days after school when the school librarians could visit and claim any books, audio visual (AV) materials, furnishings and fixtures they wanted and have them transferred to their school. These transfers took the cooperation of the County's Purchasing Department that provided on-site staff to help school librarians fill out necessary paperwork to effect the transfer of County assets to their new locations within Schools. The school librarians removed as much material as they wanted and arranged for HCPS Construction & Maintenance staff to move the bigger/heavier furniture pieces. In all, 37 Schools participated in this program, adopting over 12,666 books and AV items to refresh and augment their collections. Additionally, they selected many furnishings and fixtures including book carts, step stools, book ends, bulletin boards, clocks, file cabinets, clocks, pictures, projection screens, tables, chairs, easels, book drop, spinners, study carrels, service desk, shelves and even a kitchen stove and refrigerator along with many miscellaneous items.

After the School Libraries had finished their “shopping”, the Library reached out to a number of other departments including Social Services, Mental Health & Developmental Services, Recreation & Parks, and three Juvenile Detention Centers. These departments welcomed this opportunity and adopted many more items for use by their departments, thereby making maximum use of County resources.

The last step in this program was to invite the Friends of the Library group in to secure and distribute the rest of the materials for branch book sales, the profits of which come right back to Libraries in the form of program support. To date, they have had record sales with these remaining materials, which will greatly benefit library programs, especially support for the Library’s upcoming Summer Reading Programs.

This program was initiated on Thursday, December 4, 2015 and finished up on Tuesday, January 19, 2016. In just over five weeks, with the winter break included, the Library was able to have six County departments and the Friends group in to adopt and repurpose materials and furnishings from this old collection/building to benefit other citizens and staff in Henrico County.

4. Financing and Staffing

There was no cost incurred for this program as all resources were used internally.

5. Program Results

This program was an outstanding success with 12,666 books and numerous furnishings and fixtures being taken for use by other County agencies. The savings to the County are great

both in the repurposing of assets and the savings of not having to spend precious resources to acquire these items that were readily available from another agency.

This program has been so successful that it has now become HCPL's new standard when closing down a library. Another library will close in May 2016 in preparation for the opening of its new building and the Library looks forward to enacting this same plan to ensure the most responsible use of County resources.

6. Brief Summary

When Henrico County closed an old library to make way for its new building, it had to make a decision about what to do with the collection of books and the building's furnishings and fixtures. Rather than giving items that would not be used in the new library to the County surplus sale, Henrico County Public Library (HCPL) created an innovative program that repurposed the majority of the old collection and the building's furnishings and fixtures. By reaching out and methodically inviting in other county departments to "shop" the leftovers, the Library was able to save the County money by responsibly repurposing most of the inventory to other departments, especially Henrico County Public School (HCPS) libraries, enhancing their collections and providing desired or needed furnishings and fixtures. The inter-departmental cooperation and communication that this program required was accomplished seamlessly and enthusiastically as everyone benefited and saw its value. Henrico County's Finance Department Purchasing Division played a large part in reassigning these assets and helping to have them delivered to their new homes. With the creation of this program, Henrico will continue this repurposing tradition with the next opening of a new library

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The value of the adopted items from this closed down library by these departments was substantial and has greatly enhanced their own resources and/or furnishings and fixtures. Without this opportunity, these other departments would have gone without these free enhancements or used scarce resources to acquire brand new items when these perfectly acceptable items existed within the County, simply waiting to be repurposed.

Easily replicated by any County department, this program simply needs a little forethought, cooperation and some elbow grease to make the very most of taxpayers' dollars.