Area Programs Space Planning Update | 19 June 2013 | 11:00 am-12:00 pm | Gallery Lab

Staff present: B. Case (Convener), S. Baker, L. Billings, J. Crayne, M. Gitelman, S. Go, J. Martin, S. Meesanga, I. Muchnik, K. Nautiyal, J. Rodgers, M. Sadeghi, F. Sayman, W. Slater, E. Kropf (Recorder)

Regarding renovations and moves in the Area Programs staff areas, Beau met with Becky last week and he has the following proposed long-term changes and assured short-term changes to report:

1. Proposed long-term changes (complete remodel) to Area Reference space (Room 110 + OASIS) (B. Case)

* A plan was submitted by the space planner and has been reviewed, but returned for revisions (to better configure user space and workroom within the new office suite).
* Space as planned will contain five offices with work room (office suite) in approximately the same location with new, taller walls and new entrance within the room (around where Southeast Asia and South Asia reference shelves are now).
* Offices will be typical “semi-private,” similar to new Clark offices, which is far less expensive than the private, sound-proof option (7-10,000 vs. 40,000 USD).
* No money budgeted for the renovations this fiscal year, so likely will not take place soon, but in the near future, i.e. perhaps next fiscal year. Beau guesses sometime within the next year.
* Space will also contain patron area and shelves for reduced reference collection.
* Carpet should be replaced.
* Cage and fire door are still in place on proposed plan.
* OASIS redesign plan was reviewed and returned to designer for revisions as it was too crowded and included ranges that were too tall, blocking line of sight.
* Beau hopes to have new designs in hand next week.

2. Assured short-term changes (B. Case)

* All stacks offices on 1 North will be remodeled with new carpet and new desk and table (shelves and chairs will not be replaced as part of the remodel).
* We may offer our input to Becky on colors for carpet, desktop and metal, but must vote and agree on one color for each (see below).
* Several staff will also move offices. Marlene and Elliot will swap. Beth and Irina will swap. Marjan and Charlotte will swap.
* Remodel and office swaps should take place all at once, **sometime in July** (though not within first week). It should take **three days at the most** and possibly as little as one day.
* In the meantime, we may work elsewhere in the Library or even at home. Beau will look into alternate space (vacant Michigan Publishing offices, Library Gallery, OASIS, etc.)
* We will have assistance from Library facilities with the move, rearrangement of new and old furniture, etc.
* Staff needing special ergonomic considerations may report this to their supervisor who will arrange for a University ergonomics specialist to come out for a consultation. The Library will purchase whatever special chair, etc. might be recommended after the consultation.
* Wireless is coming to the North stacks.
* No coming improvements to heat and air due to expense. Space heaters are available.

3. Voting on color choices (B. Case and J. Crayne)

* Beau circulated color samples and led voting while Janet tallied the results. “Loft” received the most votes for desktop and metal colors. “North Sea” received the most votes for carpet color.
* Beau will report these results to Becky who will make the final decision on colors. Order should be placed next week.

4. Beau will ask Becky about the following:

* Will the new desks have drawers and will those drawers lock?
* Are the offices to be repainted? Can we choose the color?
* Can Leigh keep her desk?
* What is going on with the 1 North move?
* Can blinds be cleaned? Can blinds be brought for Noi and Leigh’s offices?
* Are the asbestos issues taken care of?
* Will the graffiti be cleaned off?
* **We should feel free to email Beau directly with any additional questions or concerns.**