

Maplewood Memorial Library Building Program | 2015 1

The Maplewood Memorial Library builds community and enriches the quality of life throughout Maplewood by bringing together diverse people, information and ideas.

The Maplewood Library has been the heart of the community for over 100 years. The current Main Library was built in 1955 and the Hilton Branch Library in 1959. In the last 60 years, library services have expanded and use has increased dramatically. The current Library



buildings no longer meet the needs of our community.

Statistics support this. In 1960, the year after the Hilton Branch Library opened, both buildings housed a collection of 68,000 items. The Library now holds over 130,000 items. Over the years, reading areas have been replaced with book stacks, limiting spaces in which to meet and study. Unlike 60 years ago when our primary activity was checking out books, Maplewood residents now come

into the Library to use public computers, laptops and iPads; to access Wi-Fi on their own devices; to download eBooks and eAudiobooks; to access our databases and local history collections; to work and study independently and in groups; to attend the 20-40 library and community programs and events that are scheduled every week; and to check out materials. Our outdated electrical and data infrastructure no longer meet the current demand and will be woefully inadequate within the next 5 years.

In 1960 12,856 Maplewood residents had a library card. Today 19,889 residents have a Maplewood Library card, a 35% increase. The Library has become the community center, the technology center and the intellectual center of Maplewood. Nearly 1,000 people walk through our doors every day.

New technology has brought the Library into the twenty-first century, but it has also taken the place of prized public areas. The reading areas, which were originally designed as open and inspiring places, now house computers and workstations with very few spaces remaining for

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group and quiet study. Workspaces for staff and the technology infrastructure, such as servers and data racks, have impinged upon other spaces originally planned for the public. Additionally the buildings have water infiltration and flooding issues in the lower stack and basement areas as the basement is below the water table. With asbestos in the dropped ceilings and floors, changes to the current space are limited without costly abatement.

Sixty years after the cornerstone was set on the “new” Maplewood Memorial Library, we are planning for Maplewood’s future. A new building plan will incorporate the key components of a 21st century community library and will ensure that Maplewood’s Library is accessible, inspiring, technologically advanced and open to all for years to come.

Guiding Principles of the Building Plan

Service Population	23,867
Registered Borrowers	19,889
Average visits per day	936



Library as Place – The Building

- Create a library that is a destination, a community anchor, and the intellectual heart of the town
- Design a building that is intentionally inclusive, interactive and innovative
- Design the interior with flexibility of space to accommodate future change

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- Create a sustainable building to serve as an example of green architecture for the community
- Ensure accessibility to all. (The current Main Library has only one egress door that is barrier free – current code calls for 50% of egress doors to be barrier free)
- Create a resilient building to support a community in times of crisis and celebration with natural light and a generator

Exterior

- Design a building that is architecturally significant and scaled to the surroundings
- Provide outdoor seating and reading areas with the possibility for outdoor events/programs
- Provide parking for 25 cars and adequate handicapped accessible parking close to front entrance
- Provide easily accessible bicycle racks
- Plan prominent signage to ensure that the Library is easily identifiable
- Provide lighting for visibility and security
- Design landscaping to enhance the building and engage its surroundings
- Provide barrier-free pedestrian walkways surrounding the building (the current walkway to the park is through parking lot)

Entrance

- Design an entrance that is inviting, transparent and welcoming
- Ensure high visibility and accessibility at street level, ideally without stairs
- Create a welcoming, transparent vestibule with a book return spot, an information area, and donor wall



Interior Spaces

- Natural light
- Views of park

Welcome Area, Browsing and Service Area

- New books and materials display areas for high demand materials
- Circulation area with 3 staff stations
- 4 Self Check out stations
- Information desk with ready reference materials area
- Café area
- Gallery area
- Magazine display space that allow for easy access and upholstered seating
- Reading areas with comfortable chairs and tables capitalizing on views of park.
- Friends of the Library ongoing book sale area

Seating Space throughout Building

- 150+ reader seats – includes seating at tables and carrels as well as comfortable chairs and sofas. (currently have 80)

Collection Space

- Shelving heights that do not exceed 72"-84" inches in adult and teen areas and 48" shelving for children's fiction and nonfiction
- Sloped shelving for the bottom shelves for easy viewing
- Display or artistic feature at the end of each book stack and activity end panels in children's area
- Magazine display units similar to those found in newsstands or book stores
- Media display units that provide for face out display of CDs, DVDs, Audiobooks
- Display tables for merchandising high demand titles or featured collections

Adult Collection

- Adult Books 55,000
- Periodicals 150

Media Collection

- DVDs 1,800
- Audiobooks 800
- CDs 1000

Children's Collection

- Children's Books 38,000 (55% of total material circulation)

Children's Area

The children's area is a busy and dynamic space for children ranging from infant to 5th grade. The layout must ensure separate spaces for the preschoolers and the elementary school-age kids. The whole area must be appealing to the school age-crowd, and not feel too babyish. Glass, walls or soundproof material are needed to separate this area from the rest of the floor, yet allow for visual supervision

- Children's librarian service desk
- An area where preschool children and their parents can explore books together
- An area that is attractive to the school-age crowd
- Child sized seating and a variety of options – little tables and chairs, intermediate sized tables and chairs, chalk tables, picture book tables, loveseats for parent child reading, small moveable benches or bean bag seats
- 2 computer clusters to keep preschool kids separate from the older kids and tables with data and power
- Low book shelves, display areas, and interactive play features on stack ends and walls
- Gallery/display space for children's artwork and exhibits
- Mobile shelving
- Bulletin and display areas
- A story and crafts area for story hours, storytelling events and special programs for kids (detailed in Community Room section)
- An interactive maker space geared towards grades K-3
- Adequate storage area for programs and summer reading



Teen Collection

- Teen Books 3,800

Teen Area

The teen area (Teen Zone) is a vibrant space for students ranging from 5th grade through high school. Glass walls or soundproof material are needed to separate this area from the rest of the floor, yet allow for visual supervision (currently have seats for 15 teens with 30-40 teens coming every day)

- Teen librarian service desk/kiosk
- 30-40 reader seats – includes seating at tables, carrels, comfortable chairs and sofas
- Soundproof area for group study and group meetings
- Mobile shelving to accommodate future changes
- An interactive makerspace and technology center including a group communication areas and devices for technology, i.e. skyping with other schools, authors, professionals in the field with multi-media presentation capabilities (speakers, microphone) and smartboard
- Device charging area
- Public computer areas laid out specifically for collaboration—e.g. four in a circle, instead of side-by-side (need 8 computers).
- Portable Laptop cart for check out and for use in the library

Digital Media/ Technology Training/Maker Space



- Computer training area for 12 with projector and screen
- MakerSpace area with counters and cabinetry for 3D printer, color printer, STEAM projects, etc.
- Audio and video production area with recording equipment, film editing equipment, green screen

Local History Room and Archive

- Glass door locking book cases for special collections
- Archival storage
- File cabinets for Maplewood clipping file
- Map case
- Table and chairs for research area

Public Computers

- 30 public PCs, laptops available on carts, and iPads in children's and teen area
- 5 Public Access Catalogs (mounted on stack ends – 2 in adult, 1 in teen, and 2 in children's area)
- 2 computer reservation stations (1 in adult and 1 in children's area)

Business Center

- Copier
- Scanner
- Printer
- Fax Machine
- Shredder

Community Information Center

- Community bulletin Board
- Pamphlet and flyer area

Electric , Wiring and Wireless Networks

- Circuits and electrical outlets in all furniture, floors, walls
- Wireless accessibility in every part of the building
- RFID technology



Program Rooms, Community Meeting Spaces and Collaborative Work Areas, and Quiet Spaces (Power, data, Wi-Fi)

- Community Room – 200 seating capacity with exterior access after library hours
 - Raised stage
 - Full audiovisual system including microphones
 - Presentation screen, projector, podium
 - Ability to subdivide the room
 - Attached kitchen facility
- Conference Room – 16 seated at conference table
 - Smart Board/ Flat-screen and audiovisual
- Collaborative Work Space – table and seating for 8
 - Flat-screen with laptop connection for presentations, webinars, conferences
- Collaborative Work Space – table and seating for 6
 - Flat-screen with laptop connection for presentations, webinars, conferences
- Collaborative Work Space/Writer's Room – table and seating for 4
 - Recording studio equipment
- 4 Quiet Rooms – table and seating for 2
- Children's Program Room adjacent to children's area
 - Flexible space for crafts and story times
 - Seating for 50
 - Cushioned flooring
 - Crafts area with washable floor, cabinetry for storage and sinks for quick cleanup.
- Children's Technology area
- Friends of the Library book sale storage space



Signage

- Highly visible, effective and changeable signage throughout the building
- Standardized donor plaques

Technical Services and Book Return

- Provide easily accessible drive-up book drop
- Integrate automated book return in vestibule
- Provide infrastructure for Radio Frequency Identification (RFID) Technology
- Provide automated book return and automated sorting area
- Plan delivery entrance and loading dock adjacent to technical services area
- Adequate shelving
- Storage area

Staff Work Areas

- Technical and adult services work area
- Teen services work area
- Children's services work area with sink
- Staff Break room
 - Kitchenette
 - Table and chairs for 8
 - Comfortable seating area
 - Lockers

Administrative Offices

- Director's Office
- Admin Office
- Supply area

Restrooms

- Public restrooms in children's area
- Public restrooms in main reading area
- Public restrooms in large meeting room
- Staff restrooms near staff area



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