

**Bernardsville Public Library**  
**Long-Range Construction Projects Plan**  
*Approved December 14, 2004*

## **General Direction**

Guiding Premise: When the downstairs becomes available, we will utilize it for the library (suggested utilization detailed below).

Directives:

1. Make only moderate physical changes to the library unless the changes will still work when the downstairs is utilized.
2. Try whenever possible and practical to keep the space flexible – utilize non-fixed furniture, retain open spaces.
3. Continue to respond to changing community needs as possible within the current space, within the above directives.

## **Projects Timeline**

Notes:

Specific timeframes to be determined.

Specific cost estimates to follow.

All projects are subject to reevaluation, as community needs change.

### 2005-2006

#### Circulation/Entrance Area Construction Project

Includes:

- Redesign of Circulation desk space
- Provide closed office space for Reader's Services Coordinator
- Better organization of area
- Neater book trucks
- Make circulation stations self-sufficient
- Cash drawers and software to replace cash register
- Create space for self-check unit
- Reconstruction of closet near copy machine, including doors

#### Community Room/Entrance Re-flooring Project

Includes:

- Replace existing Community Room carpet with high-quality carpet tiles that can be replaced as they are damaged or stained.
- Replace water-damaged foyer carpeting with carpet tiles.
- Replace entrance walk-off area flooring with updated flooring.

### 2006 – 2010

#### Technical Services Area Construction Project

Includes:

- Create mezzanine storage space above Technical Services Area.
- Install a staff bathroom.

Reconfigure current shelving and staff stations – construct office space for Technical Services head.

## 2011 – 2016

### Downstairs Expansion Construction Project

Considerations for utilization of library space when downstairs becomes available:

#### Ground floor of the library dedicated to Youth Services

- Children's Area
- Teen Area and/or Group Study Rooms (2)
- Story Room
- Space for crafts and storage
- Computers
- Booths for listening to music via computer subscription
- Live tree in middle (Singapore Library model)
- Art display area for Youth art
- Children's Circulation Desk
- Youth Reference/Information Desk (can be combined depending on layout – circ desk must be near exit)
- Small meeting room (if sufficient space)
- Restrooms
- Computer room (if sufficient space)

#### Main floor of library dedicated to Adult Services

- More space for books and media
- More space for people to sit and read (Reading Room)
- Area for seniors
- Technology for disabled
- More space to display artwork and educational kiosks
- Classical music listening area (possibly enclosed)
- Computer training lab with space for at least 12 attendees
- Small conference room adjacent to Director's office (ideally, with a door from main area – otherwise, need a 2<sup>nd</sup> small meeting room)
- Reference/Information Desk in addition to Circulation Desk