

**Addenda to the Baraboo Public Library 2009 Building Program, May 29, 2014  
As Identified by the Library's Planning Committee, OPN Architects, and George Lawson Library Planning**

**Note:** The space changes were reviewed once back at the office and three corrections were made. Item # 8 Media is now shown as -108 square feet instead of -183 square feet and Item #17 Adult Book Collections is now shown as -816 square feet instead of -811 square feet. Also, the net effect of changes made to the check-in area was understated in the May 29<sup>th</sup> work session.

<b>Item #</b>	<b>Area</b>	<b>Action</b>	<b>Square Feet</b>
<b>1</b>	<b>Exterior Book Media Return</b>	Reduce size from 80 sf to 60 sf	-20
<b>2</b>	<b>Large Program Room</b>	Make divisible in 1/3, 2/3 proportion, no change in space requirement	0
	<b>Public Service Desk Area</b>		
<b>3</b>	<b>Digital Display</b>	Retain but reduce space requirement to 0	-40
<b>4</b>	<b>Community Service Center</b>	Reduce size from 160 sf to 150 sf	-10
<b>5</b>	<b>Front Desk</b>	Eliminate 1 of the staff stations (from 3 to 2)	-175
<b>6</b>	<b>Workstation with 2 staff seats</b>	Add functions not eliminated from the former Check-in Area as noted below	+220
<b>7</b>	<b>Circulation Manager's Office</b>	Reduce size from 160 sf to 140 sf	-20
<b>8</b>	<b>Check-in Area</b>	Eliminate the check-in stations and the shelving. Retain and relocate the remaining functions to the area behind public service desk.	-470
<b>9</b>	<b>Media</b>	Reduce the projected collection size to 10,809 items, reducing the number shelving sections from 69 to 60.	-108
<b>10</b>	<b>Multipurpose Room</b>	Delete	-700
<b>11</b>	<b>Maker Space</b>	Add this new space and locate adjacent to the Teen Area	+350
<b>12</b>	<b>Teen Services</b>	Change the staff desk to a kiosk type station, reducing the space need.	-68
	<b>Technology Commons</b>		
<b>13</b>	<b>Public Computers</b>	Reduce the number of public computers from 20 to 12.	-320
<b>14</b>	<b>Help Desk and Globe</b>	A single staff station instead of two. Add a globe.	-80
<b>15</b>	<b>Reference Collection</b>	Eliminate – remnants to be absorbed into other collections / locations	-180

<b>Item #</b>	<b>Area</b>	<b>Action</b>	<b>Square Feet</b>
16	<b>Public Catalog Station</b>	Eliminate	-40
17	<b>Local History / Genealogy</b>	Eliminate the flat file	-40
	<b>General Adult Collection</b>		
18	<b>Book Collections</b>	Reduce the total collection size to 45,000 items, reducing the total number of shelving sections from 338 to 270.	-816
19	<b>Periodical Collection</b>	Eliminate the Back Issue Periodical shelving	-288
20	<b>Seating</b>	Eliminate 4 two-place tables	-200
	<b>Children's Services</b>		
21	<b>Children's Workroom</b>	Eliminate the workroom entirely – some of those functions are relocated to the general staff workroom section.	-685
22	<b>Public Service Desk</b>	A single staff station instead of two.	-150
23	<b>Public Computing</b>	Reduce the number of public computers from 3 to 2.	-40
	<b>General Staff Workroom</b>		
24	<b>Staff Workstations</b>	Add 3 staff workstations	+180
25	<b>Staff Offices</b>	Add 3 staff offices	+420
26	<b>Shared Workroom Equipment</b>	Reduce 15 sections of shelving to 8 (-84 sf) Reduce 8 supply cabinets to 4 (-60) Delete 1 work table with laminator (-60) Delete 1 typing stand (-10) Reduce 10 book carts to 5 (-35) Delete copier and sorting table (-50) Delete 2 four-drawer files (-30)	-329
27	<b>Staff Room</b>	Change 2 four-place tables to 2 two-place tables	-100
28		Delete 1 sofa	-60
29		Delete dishwasher	0
30	<b>Storeroom</b>	Eliminate the work tables and the washer/dryer	-350
31	<b>Custodial Closets</b>	These spaces to be provided as part of the unassigned space	-150
	<b>Total</b>		<b>- 4,269</b>