

# MUSIC LIBRARY FACILITY CONSTRUCTION REPORT

Music Library Association

Subcommittee on Music Library Facilities

The information on this form is solicited for the Register of Music Library Building and Renovation Projects, a service that provides information on recent construction and renovation projects involving music libraries to members of the Music Library Association. To submit a report, save this form as a Word document, complete, and send as an email attachment to Eunice Schroeder, schroeder@library.ucsb.edu. If you wish, you may also print out the form, complete manually, and send via regular mail to: Eunice Schroeder, Arts Library, Univ. of California, Santa Barbara CA 93106.

Note that not all information requested on this form may apply to your specific library or project. Please provide whatever information is appropriate, applicable to your library, and easily accessible. Feel free to omit information that is inapplicable or not readily available. For numerical fields such as size of collections, you may provide round numbers.

To navigate through the form, simply tab or back-tab forward or backward successively through the entry boxes. Please address any questions to Eunice Schroeder at the email address above, or phone (805) 893-3612.

## Waiver of Confidentiality:

The information provided on this form may be posted for public access on the Web  Yes  No

### 1. Contact information

Date of this report 10/20/98

Name of parent institution Massachusetts Institute of Technology

Name of library Lewis Music Library

Name of branch or unit

May someone in your organization be contacted for further information?  Yes  No

Contact information:

Name Peter Munstedt

Title Music Librarian

Phone (617) 253-5636

Email pmunsted@mit.edu

Are there any Web sites that provide information about this project?  Yes  No

If yes, please provide URL(s)

### 2. Library information

Type of library (check all that are appropriate):

Public	<input type="checkbox"/>	Academic	<input checked="" type="checkbox"/>	Conservatory	<input type="checkbox"/>
Dept / unit within larger library building	<input type="checkbox"/>	Branch library	<input checked="" type="checkbox"/>	Independent library	<input type="checkbox"/>
Corporate	<input type="checkbox"/>	Other (specify):			

Size of patron population:

If public library: population of area served no. of adult cardholders

If academic library: no. of undergraduate music majors 20 no. of graduate music students

Staff size in the unit:

No. of full-time (FTE) 3 No. of part-time (FTE)

No. of student workers (FTE) 2 No. of volunteers (FTE)

### 3. Collections

Please provide the most specific information that is easily available. Combine categories as necessary:		
	NUMBER CURRENTLY HELD:	CAPACITY OF NEW FACILITY:
Books (vols.)	12,371	approx. 16,000
Scores (vols.)	27,227	approx. 36,000
Recordings (discs, reels, etc.)	19,301	approx. 42,000
Microforms (pieces)	341	same
Videos (cassettes or discs)	376	
Sheet music (pieces)		
Other (e.g. software, manuscripts, etc.)		
Comments:		

Other (non-music) collections or services housed in this unit:

Art <input type="checkbox"/>	Drama / theater <input type="checkbox"/>	Slide collection <input type="checkbox"/>
Architecture <input type="checkbox"/>	Film studies <input type="checkbox"/>	General video collection <input type="checkbox"/>
Dance <input type="checkbox"/>	Spoken-word recordings <input type="checkbox"/>	Other: <input type="checkbox"/>

4. Construction / Renovation	
Construction start date (actual or anticipated)	7/96
Construction completion date (actual or anticipated)	10/96
Principal architect	Melanie Brothers
Firm	MIT
City	
Does the architect or firm specialize in designing libraries?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Consultant	Firm
Cost of construction	Cost of furniture and fixtures
Other cost figures which supplement, or substitute for, those above:	Total cost: 1.25 million
This project involved (check all that are appropriate):	
Construction of new building <input type="checkbox"/>	Moving collections to different building <input type="checkbox"/>
Expansion into nearby or contiguous space <input type="checkbox"/>	Renovation of space previously occupied by music materials <input checked="" type="checkbox"/>
Addition to existing building <input type="checkbox"/>	Renovation of space <i>not</i> previously occupied by music materials <input type="checkbox"/>
What services, if any, were suspended during moving, and for how long:	
All services were suspended from June through late October, 1996.	

<b>5. Size of facility</b> (in square feet)	
New and/or renovated area	Area devoted to music, if multi-subject library
Entire unit (new + old)	Staff offices and work areas
When is the facility expected to reach capacity?	2011
Please describe briefly how collection growth was calculated:	
We measured the amount of growth in one year.	

<b>6. Features of the new or renovated space</b> (check all applicable)			
Stacks / storage area for →	Scores <input checked="" type="checkbox"/>	Sound recordings <input checked="" type="checkbox"/>	Microforms <input type="checkbox"/>
	Books <input checked="" type="checkbox"/>	Videorecordings <input checked="" type="checkbox"/>	Sheet music <input checked="" type="checkbox"/>
Listening / viewing area for ↓	LISTENING:		VIEWING:
Patron-controlled stations	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
Remote-control facility	<input type="checkbox"/>		<input type="checkbox"/>
Enclosed cubicles or rooms	<input type="checkbox"/>		<input type="checkbox"/>
Larger room(s) for groups	<input type="checkbox"/>		<input type="checkbox"/>
Comments			
The new or renovated space includes:			
Periodicals display area <input checked="" type="checkbox"/>		Circulation services area <input checked="" type="checkbox"/>	
Reference desk <input checked="" type="checkbox"/>		Reading room <input checked="" type="checkbox"/>	
Exhibit area <input checked="" type="checkbox"/>		Group study room(s) <input type="checkbox"/>	
Special collections area <input checked="" type="checkbox"/>		Seminar room(s) <input type="checkbox"/>	
Audio or audiovisual processing area <input checked="" type="checkbox"/>		Technical services area <input type="checkbox"/>	
Staff offices <input checked="" type="checkbox"/>		Staff lounge <input type="checkbox"/>	
Other (please specify)			

<b>7. Shelving and storage units</b>		
For each type of storage unit that you purchased, please give the manufacturer. Then indicate the type of material you are storing in it (e.g. books, scores, oversize scores, CDs, DVDs, microforms, other).		
	MANUFACTURER:	USED FOR STORING:
<input type="checkbox"/> Slotted shelving (with dividers)		
<input type="checkbox"/> Conventional shelving (without dividers)		
<input type="checkbox"/> Compact shelving (motorized)		
<input checked="" type="checkbox"/> Compact shelving (not motorized)	Acme Office Systems	bks, scores, jrnls, sound rdngs

<b>7. Shelving and storage units</b> (cont.)		
	MANUFACTURER:	USED FOR STORING:

<input type="checkbox"/>	Storage cabinets		

### 8. Furniture and fixtures

Please include brief comments on any items with which you were particularly satisfied or dissatisfied. Note any items that were custom-made for your facility.

	MANUFACTURER	COMMENTS
<input type="checkbox"/>	Study carrels	
<input checked="" type="checkbox"/>	Audio carrels	Woodmeister (Worcester MA)
<input checked="" type="checkbox"/>	Video or combination AV carrels	Woodmeister
<input checked="" type="checkbox"/>	Computer stations	Woodmeister
<input checked="" type="checkbox"/>	Study tables	Woodmeister
<input checked="" type="checkbox"/>	Readers' chairs	Versa Seating, Alma, Domore
<input type="checkbox"/>	Lounge furniture	
<input checked="" type="checkbox"/>	Circulation desk	Woodmeister
<input type="checkbox"/>	Reader services area	
<input checked="" type="checkbox"/>	Exhibit cases	Woodmeister
<input type="checkbox"/>	Book-return bin (freestanding)	
<input checked="" type="checkbox"/>	Other (e.g., office furniture, book trucks)	internal stairway

### 9. Utilities

Does this project include special climate-control systems for preserving library materials?  Yes  No

If yes, please describe briefly:

A liebert unit is installed in special collections room. Note: this unit has never operated properly.

Does the project include special measures for conservation of energy and resources?  Yes  No

If yes, please describe briefly:

What kinds of wiring or data lines are provided for transmission of electronic data (e.g., wireless, broadband)?

Ethernet connections were installed throughout the library.