

## **ITEM 6A**

# **REPORT REGARDING COMPLETION OF THE LIBRARY RENOVATION PROJECT AND LIBRARY RE-OPENING DATE**

# MEMO

To: City Commissioners  
From: Anna Lane, Library Director  
Date: May 18, 2017  
Re: Status of Renovations at Marshall Public Library

---

One of Marshall Public Library's 2014-2019 Strategic Plan goals is to "provide a safe, welcoming, and secure environment for patrons and staff that is accessible, comfortable, well-maintained and which meets service needs." Once the library roof was replaced in Fall 2015, plans for renovation were developed to address this goal.

The City Commission approved a total allocation of \$362,994 towards the following infrastructure improvements at the library:

- Modular Wall Construction
- Restroom Remodeling
- New Flooring
- Interior/Exterior Paint
- Outlet/Wiring Upgrades
- LED Lighting
- Ceiling Tile Replacement
- Handicap Accessibility
- Kitchenette Upgrades

The Board of Trustees and the Friends of a Public Library approved allocations of \$299,850 for fixtures, furnishings, and equipment (FFE) in the following spaces:

- Children's Library
- Technology Center
- Teen Library
- Main Library
- Circulation Area
- Staff Workroom
- Gold Room
- Reading Area

As of today, most of the infrastructure work has been completed. The children's area furniture and shelving is installed, and over 30,000 adult fiction, young adult, CDs, DVDs, and children's books are unboxed and shelved.

The following is a timetable of remaining infrastructure and FFE tasks:

WEEK OF MAY 14	<ul style="list-style-type: none"><li>▪ Finish restrooms</li><li>▪ Final shipment of furniture and shelving arrives</li><li>▪ Install wi-fi access points</li></ul>
WEEK OF MAY 21	<ul style="list-style-type: none"><li>▪ Install furniture and shelving</li><li>▪ Shelve non-fiction, reference, and large print books (20,000+ items)</li><li>▪ Contractors finalize project details and clean library</li></ul>
WEEK OF MAY 28	<ul style="list-style-type: none"><li>▪ Close and move temporary library to main library and shelve 5,000 items</li><li>▪ Sweep, vacuum, and patch parking lot</li><li>▪ Test network/computer/printer connections</li></ul>
WEEK OF JUNE 4	<ul style="list-style-type: none"><li>▪ Open for service on Monday, June 5<sup>th</sup> at 9:30 am</li><li>▪ Summer Reading Program begins Friday, June 9<sup>th</sup></li><li>▪ Grand Opening: Sunday, June 25<sup>th</sup> from 1:00 pm-3:00 pm</li></ul>

With the cooperation and collaboration between the City of Marshall, Board of Trustees, and the Friends of a Public Library, renovations and upgrades to the 40+ year old facility will help the Marshall Public Library meet its vision of becoming a "vibrant destination that ignites imagination, fosters lifelong learning, and inspires the community to greater achievement."