

## TABLE OF CONTENTS

<b><u>INTRODUCTION</u></b> .....	<b>v</b>
<b><u>EXECUTIVE SUMMARY</u></b> .....	<b>0-1</b>
<b><u>SECTION I: MONTAGUE AND THE TOWN LIBRARY</u></b> .....	<b>I-1</b>
<b>THE EVOLVING GEOGRAPHY AND GOVERNMENT</b> .....	<b>I-1</b>
<b>THE COMMUNITY</b> .....	<b>I-2</b>
<b>POPULATION</b> .....	<b>I-3</b>
<b>IMPLICATIONS OF RECENT RESEARCH</b> .....	<b>I-4</b>
AGE OF POPULATION.....	<b>I-9</b>
EDUCATION .....	<b>I-10</b>
BUSINESS AND ECONOMIC LIFE .....	<b>I-12</b>
LABOR FORCE .....	<b>I-12</b>
INCOME.....	<b>I-12</b>
HOUSING.....	<b>I-12</b>
TRANSPORTATION .....	<b>I-13</b>
LEISURE AND RECREATION.....	<b>I-13</b>
<b>THE LIBRARY</b> .....	<b>I-14</b>
HISTORY OF THE LIBRARY .....	<b>I-14</b>
LIBRARY PLANNING .....	<b>I-16</b>
THE LIBRARY MISSION STATEMENT .....	<b>I-18</b>
ASSESSMENT OF LIBRARY ROLES.....	<b>I-19</b>
TWO PRIORITY LIBRARY ROLES .....	<b>I-20</b>
Popular Materials Services .....	<b>1-20</b>
Independent Learners Services .....	<b>1-21</b>

## **TABLE OF CONTENTS (cont.)**

<b><u>SECTION II: THE LIBRARY TODAY</u></b> .....	<b>II-1</b>
<b>OVERVIEW</b> .....	<b>II-1</b>
<b>REVIEW OF CURRENT RESOURCES AND SERVICES</b> .....	<b>II-3</b>
CARNEGIE PUBLIC LIBRARY .....	<b>II-3</b>
HOURS.....	<b>II-11</b>
PERSONNEL .....	<b>II-11</b>
COLLECTIONS.....	<b>II-14</b>
REGISTERED BORROWERS.....	<b>II-16</b>
FINANCIAL RESOURCES.....	<b>II-16</b>
LIBRARY SERVICES .....	<b>II-17</b>
SIZE OF LIBRARY FACILITY.....	<b>II-18</b>
<b>CURRENT LIBRARY SPACE REQUIREMENTS</b> .....	<b>II-21</b>
BOOK COLLECTION.....	<b>II-22</b>
PERIODICAL COLLECTION.....	<b>II-23</b>
AUDIO-VISUAL COLLECTIONS.....	<b>II-23</b>
OTHER SPACE REQUIREMENTS.....	<b>II-24</b>
Patron Seating.....	<b>II-24</b>
Service Desks.....	<b>II-25</b>
Staff Areas .....	<b>II-26</b>
Special Areas.....	<b>II-26</b>
<b><u>SECTION III: THE FUTURE LIBRARY</u></b> .....	<b>III-1</b>
<b>SITE AND DESIGN CONSIDERATIONS</b> .....	<b>III-1</b>
<b>RELATIONSHIPS OF COMPONENT FUNCTIONS AND OPERATIONS</b>	<b>III-5</b>

## TABLE OF CONTENTS (cont.)

<b>FUNCTIONAL AREAS OF FUTURE LIBRARY .....</b>	<b>III-8</b>
<b>DESIGNATED AREAS .....</b>	<b>III-8</b>
Entrance and Lobby .....	III-9
Circulation/Information Desk.....	III-11
Staff Work Room/Technical Services .....	III-13
Browsing Area/Current Periodicals .....	III-15
Audio-Visual Area.....	III-16
Information/Reference Services .....	III-17
Montague Room .....	III-19
Book Stacks.....	III-20
Children's Area.....	III-22
Children's Programming Area.....	III-25
Office of the Children's Librarian .....	III-26
Young Adult Area.....	III-27
Community Meeting Room.....	III-29
Conference Room.....	III-31
Quiet Study Rooms.....	III-32
Staff Room and Restroom.....	III-33
Office of the Director of Library Services .....	III-34
Storage .....	III-35
Custodial/Maintenance Room.....	III-36
Public Restrooms .....	III-37

## **TABLE OF CONTENTS (cont.)**

### **ELEMENTS REQUIRING SPECIAL CONSIDERATION .....III-39**

#### **EXTERIOR CONSIDERATIONS ..... III-39**

Building Exterior..... III-39

Exterior Lighting..... III-40

Parking and Traffic Patterns..... III-40

#### **INTERIOR CONSIDERATIONS ..... III-40**

Flexibility of Design..... III-41

Functional Control with Minimum Staff..... III-41

Security ..... III-41

Furnishings..... III-42

Communications and Technology..... III-43

Signs and Graphics ..... III-43

Public Meeting Space ..... III-44

Exhibit Space..... III-44

Acoustics ..... III-45

Lighting..... III-45

Building Materials and Maintenance ..... III-45

Heating, Ventilation, and Air Conditioning (HVAC)..... III-46

### **APPENDICES**

**APPENDIX A: PHOTOS OF CARNEGIE PUBLIC LIBRARY .....A-1**

**APPENDIX B: SUMMARY OF SPACE ALLOCATIONS.....B-1**

**APPENDIX C: SELECTED BIBLIOGRAPHY .....C-1**