Internet Resources: Library Space Planning, Repurposing library spaces

Carol Anne Germain
University at Albany, State University of New York, cgermain@albany.edu

Internet Resources: Library Space Planning, Repurposing library spaces

Author Information

University at Albany Department of Information Studies students (Spring 2016 IST 614), under direction of Dr. Carol Anne Germain, identified Internet articles and resources about repurposing library spaces and expanded their search to include digitization resources.

Internet Resources: Library Space Planning, Repurposing library spaces

University at Albany Department of Information Studies students (Spring 2016 IST 614), under direction of Dr. Carol Anne Germain, identified Internet articles and resources about repurposing library spaces and expanded their search to include digitization resources.

Archives - General

Title: Archives and Record Storage Building
URL: https://www.wbdg.org/design/archives_records.php
Date Visited: March 10, 2016
Reviewer: Chelsea Wallace
Department of Information Studies Graduate Student, University at Albany, SUNY

The Archives and Record Storage Building website, hosted by the Whole Building Design Guide, is a comprehensive overview of how to set up or repurpose an archival and records storage space. This collaborative effort was written by Edward Acker, AIA, Steven Winter Associates, Inc., and Paul O'Connell, P.E., Operations Concepts, Inc., and provides an overview of necessary features needed to design or redesign archives and records storage site. There are a number of important factors that must be considered when creating or adapting a space that will be used to store archives. The website discusses numerous considerations that one must make regarding an archival space without becoming too dense. The main sections of the website are titled "Overview", "Building Attributes", "Emerging Issues", "Relevant Codes and Standards", and "Major Resources." The sections are clearly labeled and easy to navigate.

This page contains many technical terms, which may cause difficulties for those less savvy in architectural endeavors. Although geared toward an architect's perspective, an information specialist could utilize this site. It is an excellent site for acquiring planning ideas to expand or design an archival and records storage space. For example, it includes a list of codes and standards that should be considered in the construction of the archives. Some of the codes and standards include the International Fire Standard and the Facility Standards for Records Storage Facilities, Facility Approval and Inspection Requirements that should be considered in the construction of an archives. Overall, this is an informative site with valuable information for anyone considering building or altering an archive.

Title: National Archives and Records Administration (henceforth NARA) on "Strategy for Digitizing Archival Materials for Public Access, 2015-2024."
URL: http://www.archives.gov/digitization/strategy.html
Visited: Spring 2016
Reviewer: Kristen Thornton-De Stafeno,
Graduate Student and Assistant, University at Albany, SUNY, Dewey Graduate Library

The NARA's webpage describes the government agency's nine-year digitization plan, which originated from its Fiscal Year Strategic Plan for 2014-2018. The agency states that the main goal of this project is to "expand public access to our important historical holdings through digitization." This is not a plan for physical space, but rather one to expand digital access and further the agency's relationship with its "customers." The model NARA has built utilized by information environments as a whole.

The webpage highlights the organization of NARA's objectives, which make it easy to understand why this project is necessary and beneficial to both the archive and the public; while the key factors show an awareness of the resources and ideals needed for a successful implementation of the plan. Listing objectives and key factors for one's project should be the starting point for similar projects, as they are essential in demonstrating to administration and other stakeholders the project's value. Perhaps the most beneficial feature other archivists should explore is NARA's section describing their five approaches to digitization expansion: partnerships, crowdsourced digitization, agency transfers, culture of digitization and NARA digitization projects.

The inclusion of an "adjudicated comments" document located at the top of the page is an improvement over the traditional comment thread on many webpages as it is less distracting. However, the design makes the comments seem slightly less authentic despite the fact that constructive criticism is provided and acknowledged. Including such comments is helpful, as it clarifies that regardless of the changes made to their plan, the agency will allow the public to give feedback since the project's mission is to appeal to users.

The NARA's page is well organized, but most importantly, it notes that the plan is continuously evolving. What is particularly notable about NARA's page is that each of the pieces cited above could be applied to the organization of any plan, not just digitization.

Collaborative Spaces in Libraries

Title: William Jewel College Turns Its Library into a High-Tech Collaborative Learning Space
*URL:*http://www.higheredtechdecisions.com/article/turning_the_library_into_a_high_tech_collaborative_space#
Date Visited: Spring 2016
Reviewers: Briana Randolph, Sujay Umesh
Department of Information Studies Graduate Students, University at Albany, SUNY

This website thoroughly explains how to create a collaborative learning space. The author highlights the most relevant technologies, to ensure that the space will attract and generate consistent use. The site details the choices of technology, software, and overall appearance, which encourage paring and other collaborative exchanges.

The website is easy to navigate and presented in a clear format. Linked pages allow the user to browse through additional photos and slide shows of the library's collaborative space, offering the reader more detail on the space development. Links provide access to other libraries for an opportunity to view similar construction projects.

This source provides valuable information to anyone who wants to create collaborative environments. It explains the importance of collaborative spaces with the use of video and audio displays to support collaboration-based educational strategies. The page delivers essential information on creating wireless learning environments, video conferencing facilities, and studios for presentations and media productions. The site could benefit from the addition of information on dealing with the challenges that may arise during the developmental stages.

This website is a prime example of a successful collaborative learning project in a library. The pictures and descriptive details illustrate the benefits of creating a collaborative environment. This site comes highly recommended.

Digital Libraries

Title: Planning Tool for Developing a Digital Library of Monitoring and Evaluation Resources: Challenges to Building an Effective Digital Library
URL: http://memory.loc.gov/ammem/dli2/html/cbedl.html
         http://tinyurl.com/j2tkxng
Date Visited: Spring 2016
Reviewers: Vishwa Rao, Justin Silvera

Department of Information Studies Graduate Students, University at Albany, SUNY

Without libraries what have we? We have no past and no future – Ray Bradbury

Exactly! We will have no past, and no future. To secure both, what can be done? How can we make libraries more accessible, and raise their quality, with no physical boundaries? The answer lies in setting up a digital library.

Our quest for digital library spaces ended at two renowned organization resources: the United Nations Aids Organization and the Library of Congress. Both web sources have proved to be the epicenter of critical insights for any library to go digital. The UNAIDS resource provides an 8-points handy tool, while the Library of Congress presents a good summary of the challenges one could face while going digital. The authors have discovered the real factors involved in online establishment, ranging from usability, patron profiling, partnerships, and interoperability to quality of content and cost implications. The Library of Congress site presented information on how to address challenges of digitization, legal issues on copyright, establishing protocols for content sharing, preservation and developing sustainable models.

Strengths
- Rich content, covering all aspects of digital library development
- Organized presentation, with consistent navigation & high quality text appearance
- Purpose, content and audience for the articles well defined

Weaknesses
- Technical IT architecture not explained

In summary, these two sites are highly recommended for the wealth of information they offer and for their authenticity guarantee, as they stem from trusted sources. Additionally, anyone exploring a digital library project should have an open experimenting mind and be prepared for ongoing preparation and planning.

Genealogy

Title: New York Heritage Digital Collections
URL: http://www.nyheritage.org/
Date Visited: Spring 2016
Reviewer: Stephanie Clowe
Department of Information Studies, Graduate Student, University at Albany, SUNY

Since the introduction of the Internet, genealogy resources have moved from physical spaces to digital formats for expanded access. New York Heritage is an online access portal to over one hundred and seventy archival digital collections. The project unites collecting repositories to create a digital center for researchers and genealogy novices/enthusiasts interested in learning the

history and culture of New York State. The website is hosted by OCLC's CONTENTdm, a digital collection management system. The items featured in New York Heritage have been uploaded by hundreds of contributors. The website provides resources on digital imaging basics, image resolution guidelines, and a guide for scanning.

Researchers can browse NY Heritage's digital collections by topic, region, time period and contributing organizations or use keyword searching. Each record has a link for a permanent URL, options to share with social networking and space for comments. Below the digital image is a description of the item that follows Dublin Core standards. New York Heritage is easy to use and follows established web design conventions.

The project was developed by the Empire State Library Network (ESLN). In 2012, the ESLN consolidated their digital collections to the website, creating a searchable space for all of these digital collections. NY Heritage is designed to be a resource for NYS educators, students, and teachers. It provides eleven lesson plans that meet the Common Core standards and utilize the collections are available online. NY Heritage also has a blog that features articles written about NYS archival collections and historical events. Reproduction of records is allowed for educational purposes, NY Heritage requests that the source be cited with credit given to the contributing repository and to the nyheritage.org. Whether you are a student, an educator, a researcher or a history enthusiast nyheritage.org is the open access resource for you.

Library as Place

Title: 10 Steps to a Better Library Interior: Tips That Don't Have To Cost a Lot
URL: http://tinyurl.com/mkwawbd
Date visited: Spring 2016
Reviewers: Ian Hauck
Department of Information Studies Graduate Student, University at Albany

One issue that libraries encounter is the ability to maintain a modern feel without encountering high costs. Libraries frequently need to update and improve their interiors without having to spend too much money. An article from *Library Journal,* titled "10 Steps to a Better Library Interior: Tips That Don't Have To Cost a Lot" provides examples of inexpensive and easy ways to improve the library's attractiveness and usefulness. The article is beneficial because it gives a range of ideas that can cost a library little or nothing, by taking actions such as moving the furniture and shelves and painting the entire library or accenting specific walls. The piece also notes more expensive improvements, including renovations. Useful suggestions such as using color to distinguish zones in the library allows patrons to know where they would be comfortable through the indication of zone type (e.g., quiet, collaborative, etc.). The article provides examples of ideas used in libraries throughout the United States.

Title: The Library's Spaces and Zones – What should they contain? Where should they be placed?
URL: http://tinyurl.com/jzw8vyx
Date Visited: Spring 2016
Reviewer: Kate Lambert
Department of Information Studies Graduate Student, University at Albany, SUNY

Creating a modern and welcoming atmosphere for patrons is imperative in today's public library. A well-designed library draws patrons, encourages them to explore the collections, spend time in the common areas, and join library programs. The article "The Library's Spaces and Zones – What should they contain? Where should they be placed?" from the website *Model Programme for Public Libraries,* states that although libraries vary in shape and size, all libraries have the same zones: arrival, common square, material collection, study zone, learning space, workshop, children's zone, and staff room. In a well-designed library, these zones interact to create a positive patron experience. The article highlights each zone explaining challenges, function, and importance to the library atmosphere. Users can link to pages discussing additional functions of specific zones as well as design tips for creating a user-friendly environment, both aesthetically and functionally. Pictures from libraries exemplify well designed zones.

The website is in depth, and broken into subheadings. It describes ways to redesign spaces the library already has and bolsters a clear understanding of the purpose and functions of each space, explaining that each zone is comprised of at least one of four zone characteristics: the learning space, the inspiration space, the meeting space, and the performance space. While the article is geared toward Danish libraries, its lessons are global. Libraries may be limited by the structural design of their building and the size of their budgets, but the wealth of ideas provided by the Model Programme will inspire projects of any size.

Makerspaces

Title: Makerspace Playbook
URL: http://makered.org/wp-content/uploads/2014/09/Makerspace-Playbook-Feb-2013.pdf
Date Visited: February 2016
Reviewer: Jonathan Crispino
Department of Information Studies Graduate Student, University at Albany, SUNY

The Makerspace Playbook is a handbook published under the creative commons license by MakerEd, the nonprofit arm of Maker Media. Launched in 2005, Maker Media is a global platform for connecting Makers with one another, with products and services, and with industry partners. This handbook is designed to inform potential makerspace operators on the organization, tools, and roles needed to start and maintain a successful space. This resource

covers twelve topics: the beginnings of the maker movement; creating a physical space conducive to the collaborative mindset of making; recommended tools, materials, budgets, and strategies; safety; personnel roles; pedagogical approaches to supporting emerging makers; sources for projects and how to guide novice makers through them; getting involved with the making network; documenting projects; makerspace examples; lists, forms, templates, and other useful resources including a list of grants that can be used for initial funding.

While the information presented is helpful for makerspaces of all types, this guide is specifically geared towards K-12 schools. It is also worth noting that, particularly for equipping a makerspace, this guide does not seem to consider budgetary constraints. Not every organization will have the means to purchase the items listed. The website serves as a starting point for Makerspace managers as they figure out what tools they might include within their budget parameters.

Title: Making in the Library Toolkit
URL: http://tinyurl.com/ous7axr
Date Visited: Spring 2016
Reviewer: Adah Keegan
Department of Information Studies Graduate Student, University at Albany, SUNY

Making in the Library Toolkit is a guide to becoming a makerspace mentor and for developing a library makerspace. The toolkit was developed by the 2014 Makerspace Resource Task Force of the Young Adult Library Services Association (YALSA). The committee developed this toolkit to assist librarians in creating makerspaces in their own libraries and to help them recruit successful mentors. The website describes the importance of properly planning a makerspace, creating objectives and goals for all making endeavors, and evaluating the space's success. The most successful makerspaces are often reflections of their communities; therefore, it is key for mentors to develop programs which engage and excite the community.

The toolkit discusses safety precautions, ways to develop a properly ventilated, well-lit, and large enough workspace, and the importance of consulting with management when planning potentially hazardous projects. An informal approach helps patrons, and particularly younger patrons, to feel less pressured with performing or feeling that the space is "school-like," and allows them to create freely and flexibly. The mentor should advocate for their makerspace by discussing its benefits with administration. The mentor could demonstrate (through visuals or in-person) how the makerspace is run and why it is a success within the library. Measure success by polling the makerspace users about their makerspace experience. The mentor can discuss the benefits of operating a makerspace and host events inviting the community (including higher management) to come and experience making for themselves.

One great thing about this toolkit is that it ends with maker project ideas and resources. This is a wonderful asset for maker mentors who want to start a makerspace or take their current makerspace to the next level.

Title: Making Your Space: Creators and Makers in the Library
URL: http://learn.webjunction.org/mod/page/view.php?id=316
Visited: Spring 2016
Reviewer: William Plowman
Department of Information Studies, Graduate Student, University at Albany, SUNY

Making Your Space: Creators and Makers in the Library is a recorded webinar presented by Mara Seigel, the Continuing Education Coordinator of the Vermont Department of Libraries, and Samantha Maskell, the Youth Services Librarian of the Rockingham Free Public Library in Bellows Falls, Vermont. They discuss a definition of makerspaces, the justification for making in libraries, recommended technologies, and ways to plan and start a makerspace. Mara encourages listeners that they do not have to be an expert on makerspaces and that they can start out small and gradually grow. It is important to note that this talk does not focus on 3D-printers or dedicated makerspaces, but, rather, ways to create opportunities in libraries where people can come together to play, learn, make, create communities, and promote literacy. The key takeaway is that "making is not about the equipment, it's about the experience."

The second half of the presentation focuses on particular technologies. Technology is constantly changing and each space will have a budget to work within. Spending a lot of money on a 3D-printer could create a print lab with no other resources available, highlighting the importance of defining what a makerspace will look like and then equipping it properly. The presenters briefly discussed their experiences running a makerspace, but details on the startup process, obstacles experienced, and learning experiences are lacking.

Sustainable Spaces in Libraries

Title: Going Green @your library: Environmentally Friendly Practices for Libraries and Beyond
URL: https://greeningyourlibrary.wordpress.com/
Date Visited: Spring 2016
Reviewer: Casey Wayman
Department of Information Studies Graduate Student, University at Albany, SUNY

Beth Filar-Williams, creator of the Going Green blog, is the Coordinator of Library Services for Distance Learning at Jackson Library of the University of North Carolina at Greensboro, a former library consultant and middle school librarian, and a frequent public speaker on issues of

sustainability, e-learning, and technology, Beth is uniquely capable of providing insight on library sustainability.

"Going Green" is ideal for library staff taking their first tentative steps into sustainability and offers a variety of topics so readers will find entries relevant to their needs. The ideas include library waste audits, seed lending, and library/state park collaborations. Some readers might be disappointed by the lack of step-by-step instructions, but anyone who would like to keep abreast of important "green" events and news items or who is looking for inspiration would do well to bookmark this blog.

"Going Green" reads like the classified section of a newspaper: each post is concise, offering a brief description of the item in question, and when possible provides a link to more information. There are also sections on other green library pages and sustainable themed films for additional information and resources.

The page is regularly updated and the only weakness of the site lies with its navigation, though this is due to the limitations of its host site, Wordpress.com. Searching for a particular event or workshop is possible through the search bar, but it is difficult to narrow down the mass of blog posts by topic or geographic region. For someone with no experience with Wordpress, it could be overwhelming to sift through the deluge. Yet this is a minor quibble, mitigated by the fact that most popular posts are listed along the side, one can quickly see which posts have made the most impact on readers and get a sense of where to begin.

Title: Green Libraries
URL: http://www.greenlibraries.org
Date Visited: Spring 2016
Reviewer: Qinglei Yu
Department of Information Studies Graduate Student, University at Albany

Started in 2007, the Green Libraries website is dedicated to providing a wealth of information about green and sustainable libraries. The site contains a directory listing green libraries. Forty-two libraries are in the directory and more are added as the initiative grows. Each entry includes a library's website URL, location, short description and building information.

The website highlights sustainable practices, green construction processes, and high-technology computerized systems. It includes established green libraries having sustainable building systems meeting the LEED standard (Leadership in Energy and Environmental Design, a green building certification used worldwide and created by the US Green Building Council). Compared to traditional library buildings, the most important green feature of these documented libraries is the

use of sustainable energy, such as solar energy; utilizing resources such as natural daylight and rainwater; transitioning to waterless urinals; and purchasing products created from recycled materials. These strategies help to reduce carbon emissions.

The look and accessibility of the website are engaging because of the clear structure. Links to these libraries provide access to each library's website if readers want to research more thoroughly. In addition to a green libraries directory, this website provides resources from organizations, blogs and librarians. This website is valuable to librarians and other people interested in sustainable buildings. Librarians can send emails to monika.antonelli@mnsu.edu to document their libraries in this website.

Website Title: Sustainable Library: 'iBrary'
URL: http://futurewewant.org/portfolio/sustainable-library-ibrary/
Date Visited: Spring 2016
Reviewer: Aurora Heller
Information Studies Department Graduate Student, University at Albany, SUNY

A small, rural community and a small budget left the Valatie Free Library in a challenging position when trying to meet the needs of its diverse community. Yet, as described within the webpage "Sustainable Library: 'iBrary'," a lot can be done with a little. Retrofitting an old barn with new technology, such as solar panels, to attain a near net-zero energy usage (and, thus, low future costs), the web page describes the Valatie Free Library's steps towards attaining and embracing what the community needed – even though what the community needed was not the traditional concept of a library.

Used as a meeting place, central location, educational hub, and social setting, the library's highly visible location places the green initiative at the forefront of the town's thoughts. Despite resistance from a very traditional community that recently lost many of businesses, the Library stands proud and basks in its forward-thinking, green changes. The web page discusses how initiatives were designed to meet the requirements for various government funding opportunities, reducing the cost to the people of Valatie. The library can stand as a proud symbol of change, as social media works to win over the positive opinion of the people.

The single weakness of the site is in its format – at times the website feels more like the description of an example of a green library rather than a guide for other libraries to become sustainable spaces. Nonetheless, the Valatie Free Library in Upstate New York and the website that describes the space exemplify leadership in sustainable libraries, inspiring those that come across it to think outside of the box to make the most of their constraints.