

20 November 1950

President Charles E. Friley
117 Beardshear Hall
Campus

Dear President Friley:

This is the report of the survey of repairs, alterations and improvements about which I wrote you last September. It is based on the findings and recommendations of staff members of the Departments of Architecture and Electrical Engineering and, of course, the Library.

The library building was completed in 1925. During the quarter of a century it has been in service numerous repairs and improvements have been made. Today, however, the library building is badly in need of further attention due to wear, deterioration, and obsolescence. I hope you will find it possible to approve a substantial number of the recommendations noted below.

A. Relighting

A significant beginning has already been made in relighting the Library. In 1947 the Periodical and Reserve Rooms as well as the Catalog Department Room and two offices were relighted, and in 1949 the Reference Room was equipped with new lighting fixtures. Additional areas of the Library, as specified below, are in need of relighting. Professor R. W. Ahlquist and others have made preliminary studies of a few of the more critical areas, including the Circulation Lobby, the stairway to the second floor, and the lower lobby. The plans for the relighting of the lobbies in the Library will emphasize adequate and appropriate illumination for the murals, bulletin boards and displays. Professor Christian Petersen was also consulted relative to better lighting for the murals. The following is a list of the areas which should be relighted as soon as possible:

1. Circulation Lobby.
2. Card Catalog Room.
3. Stairway to the second floor.
4. Lower lobby.
5. Vestibule
6. Serials Department work rooms in the basement (two in number).
7. Seminar rooms 303 and 306.
8. Third floor corridor, especially over assistant's desk and book shelves.
9. Room 103.
10. Corridor to Faculty Reading Room.
11. Women's rest room, including retiring room.
12. Aisles in book stack area.

B. Repainting

Although there has been some repainting done in the Library during the 25 years the building has been in use, all of the areas, with the exception of the two offices painted this summer, need painting. The walls of the stack area have never been painted. The walls of the Library are coated with various shades of paint known as institutional tan or school-house buff. This paint has faded and has become badly soiled over by the years. As a result, the appearance of the interior of the building is anything but pleasing. It is recommended that the interior of the building be painted, with the exception of the two offices - Rooms 104 and 209. It is further recommended that Professors Marjorie S. Garfield and Clair B. Watson be asked to specify types and colors of paints to be used.

C. Roof

In recent years the library roof has developed leaks of a serious nature in several places with the result that the plaster has been ruined in spots, and at least on one occasion books in the stack area were endangered. Inasmuch as the roof is fabricated of asphalt and felt and is 25 years old, there seems to be little question but what the roof should be replaced.

D. Worn Floor Surfaces

Some of the floor surfaces and stair treads in the Library are showing signs of serious wear. A job order was recently approved for the replacement of worn floor tiles in the Circulation Lobby at an estimated cost of \$250. In addition, the worn floor tiles in the Reference Room, the stair treads in the stack area, and a small section of the marble flooring at the entrance to the stacks should be repaired or replaced.

E. New Reference Desk

The present Information Desk at which all reference service is now consolidated is inadequate. A new reference desk with facilities for storage, shelving of indexes, files, and other materials which must be conveniently accessible to the reference staff should be constructed in the southeast corner of the Circulation Lobby. Professor Thomas K. FitzPatrick and Mr. Harold K. Lockwood have designed a desk which would admirably meet the Library's needs. An illustration of this desk is attached.

F. Murals

According to Professor L. M. Patten, the murals should be cleaned and varnished. He recommends that a competent muralist be engaged to perform this work.

Respectfully submitted,

Robert W. Orr
Director

RWO/mmg