

MASTER PLAN for:

RIVER FALLS PUBLIC LIBRARY

RIVER FALLS, WI



BENTZ
THOMPSON
RIETOW



April 14, 2023
BTR Project #: 19046



A	Table of Contents	2
B	Project Team	3
C	Executive Summary	4
D	Master Plan Projects	7
E	Site and Exterior Projects	22
F	Alternate Projects	25
G	Project Phasing	27
H	Appendices	
	o Appendix 1 - Shelving Analysis	31
	o Appendix 2 - Meeting Notes	34
	o Appendix 3 - Other Schemes Considered	59

RIVER FALLS PUBLIC LIBRARY BOARD

- Tiffany Alexander
- Lorraine Davis
- Sean Downing (City Council Representative)
- Rebecca Ferguson (President)
- Kari Heinselman
- Mike Metro
- Jean Ritzinger
- Whitney Rudesill
- Wayne Roen (Vice-President)

RIVER FALLS LIBRARY FOUNDATION

- Katie Chaffee
- Linda Jacobson
- Kay Montgomery (President)
- Tony Pedriana
- Callie Trautmiller
- Betsy Westerhaus (Vice President)
- Mae Wolfe

RIVER FALLS PUBLIC LIBRARY

- Tanya Misselt

Library Director

BENTZ THOMPSON RIETOW INC.

Architecture

- Ann Voda AIA, CID, LEED AP BD+C
- Rodrigo Lozada AIA
- Randy Moe AIA, CID, NCARB, LEED AP

GAUSMAN AND MOORE

Mech. & Elec. Engineering

- Paul Haslach PE, LEED AP BD+C
- Matt Tisdell PE, LEED AP BD+C

INSPEC

Roofing Consultant

- Cynthia Long Assoc. AIA

LERCH BATES

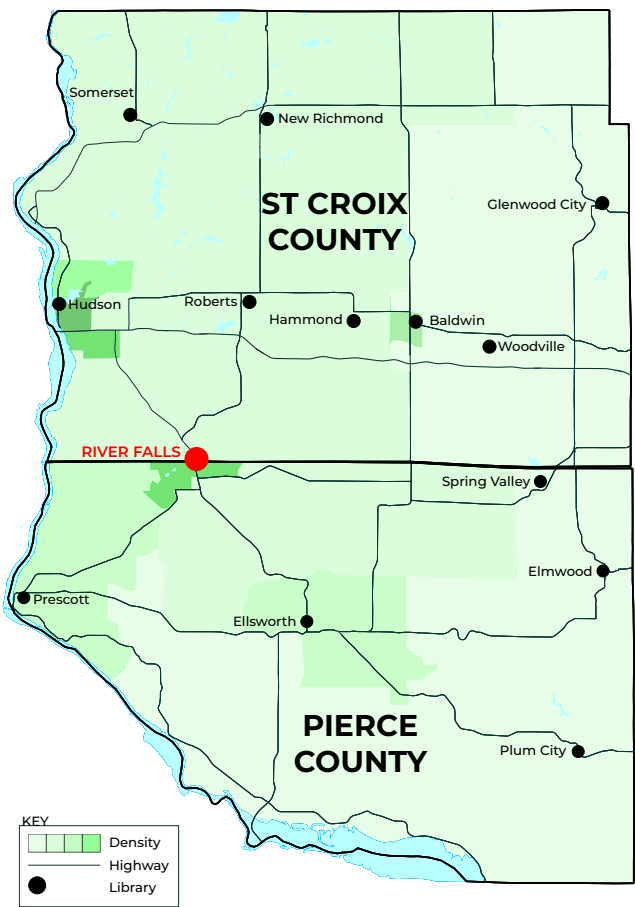
Elevator Consultant

- Todd Cina, LEED Green Assoc.

MARKET & JOHNSON

Cost Estimating

- Jonathan Murray LEED AP



FAST FACTS

Building

Main Floor 23,850 GSF

Gallery Floor 9,000 GSF

TOTAL GSF 32,850 GSF

River Falls Public Library is a critical resource for the City of River Falls and surrounding communities. It is a member of the IFLS 10-County Library System. Since its opening as a new facility in 1997, it has functioned well and has grown to be the largest library (in circulation, size, and collections) within both St. Croix and Pierce Counties. Additional renovations in 2002 and 2008 have supported and improved the library as needs have changed. Its location at the heart of River Falls, together with the sense of history embodied by the building contribute to the library’s vitality and its beloved place in community life.

Beginning in April 2022, the work to prepare a Facility Assessment and Library Master Plan followed a collaborative process including the Library Board and staff, the City of River Falls, and the full set of stakeholders with an interest in the library and its services. The process included an analysis of the existing space and collections, focused listening sessions with patron groups (parents, seniors, teens, families), a community brainstorming workshop to set the vision, and multiple site visits. The master plan presents projects aimed to refresh the aesthetics of the original building, align with current and future goals for the library, and provide flexibility to adapt for many uses, optimizing the efficient delivery of library services.

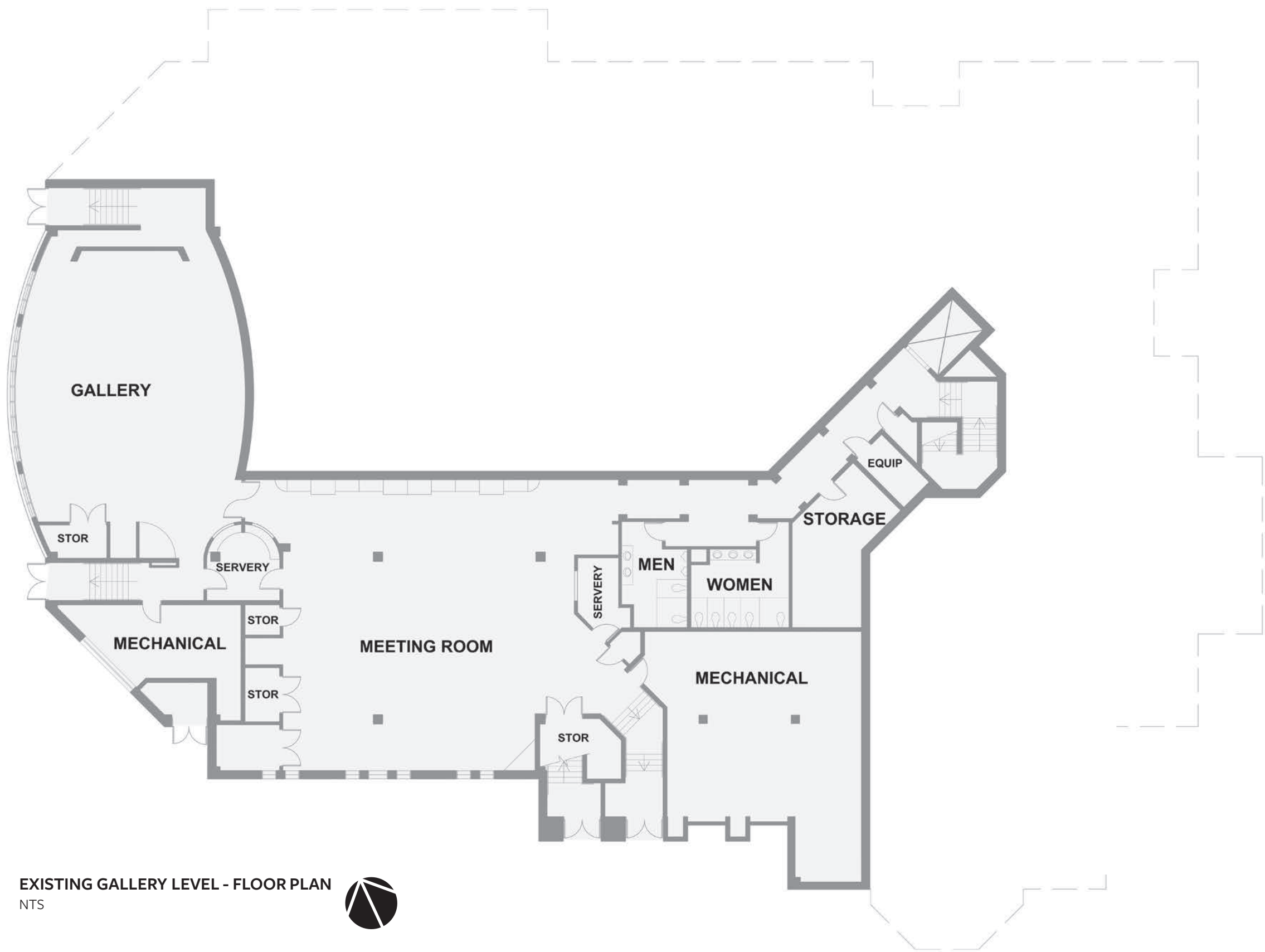
Each project includes a brief analysis of the work to be completed as well as a basic cost estimate of the project costs. The project cost estimates assume construction costs and soft costs as if each project stands alone; cost savings can be realized by bundling several projects into one construction package.

In addition to the master plan projects both inside and outside the building, alternate projects (listed as Project C2 and K2) are presented beginning on page 25. These projects are beyond the scope of the initial master plan but present potential future projects that with additional funding can provide additional means of inclusivity and accessibility to library patrons.



EXISTING MAIN LEVEL - FLOOR PLAN
NTS





EXISTING GALLERY LEVEL - FLOOR PLAN
NTS





Through the workshops and listening sessions several observations about the strengths of the library were reinforced. There was consensus that these strengths should guide the plan for the future:

- Library programming and events
- Library staff
- A strong, large library collection
- Overall promotion of sustainability, inclusivity, and accessibility
- Welcoming community space for all

- There are too few study and meeting rooms
- The outdoor areas adjacent to the building are potential program areas. The Gallery space is underutilized. Both of these functions would be improved with accessible access from the west.

The concepts presented on the following pages represent projects that address these goals and aspire to the vision established by the River Falls Library community.

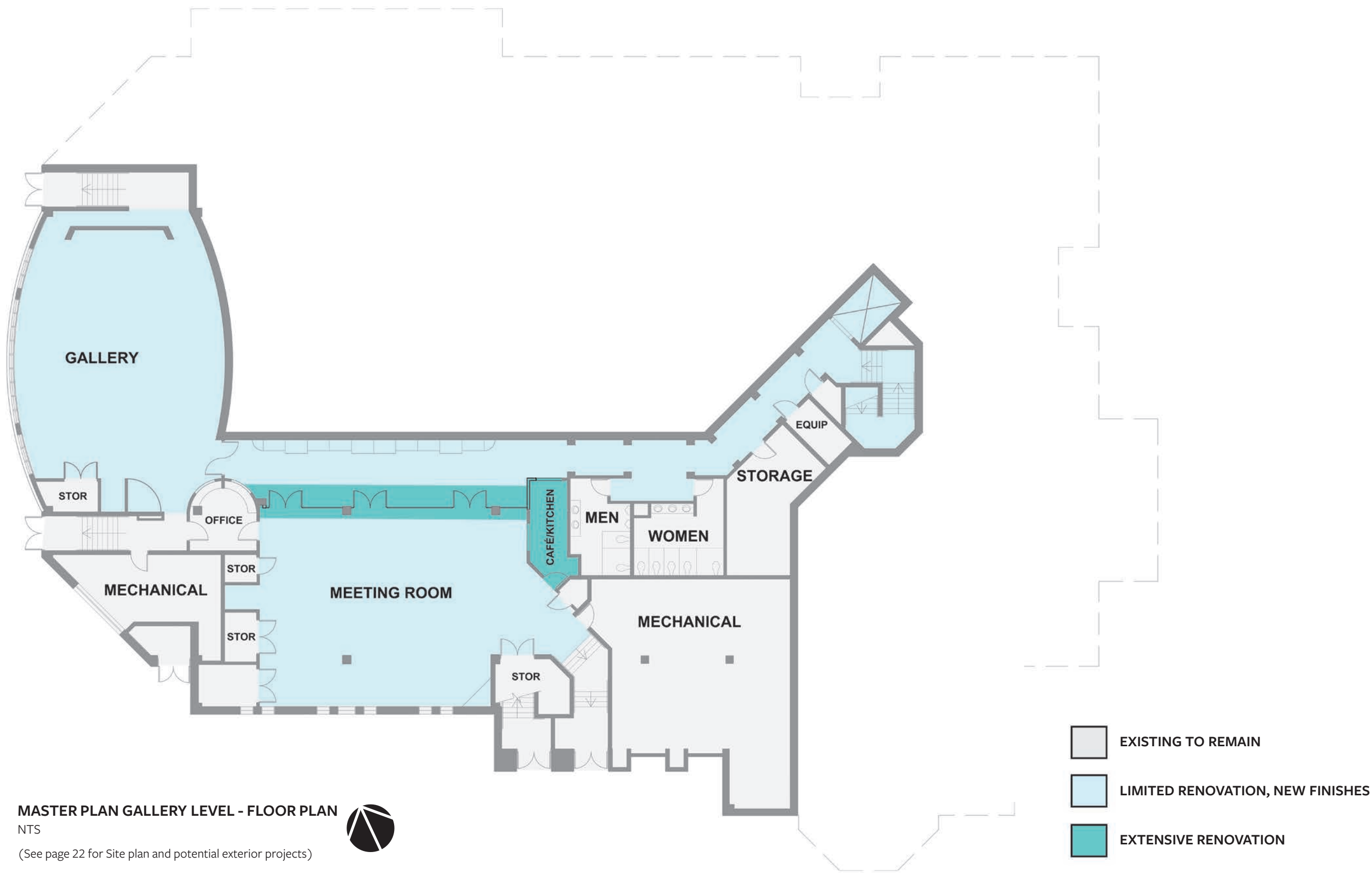
Areas were identified for improvement:

- The lower level is significant area that is underutilized.
- The collection could be more accessible.
- Sightlines from the service desk to the children's librarian and the teen area, as well as the extents of the public service area are hindered
- The staff work area is too small and not conducive to work flow. The service desk is overly large and yet inadequate in size for some business functions and privacy



MASTER PLAN MAIN LEVEL - FLOOR PLAN
NTS
(See page 22 for Site plan and potential exterior projects)

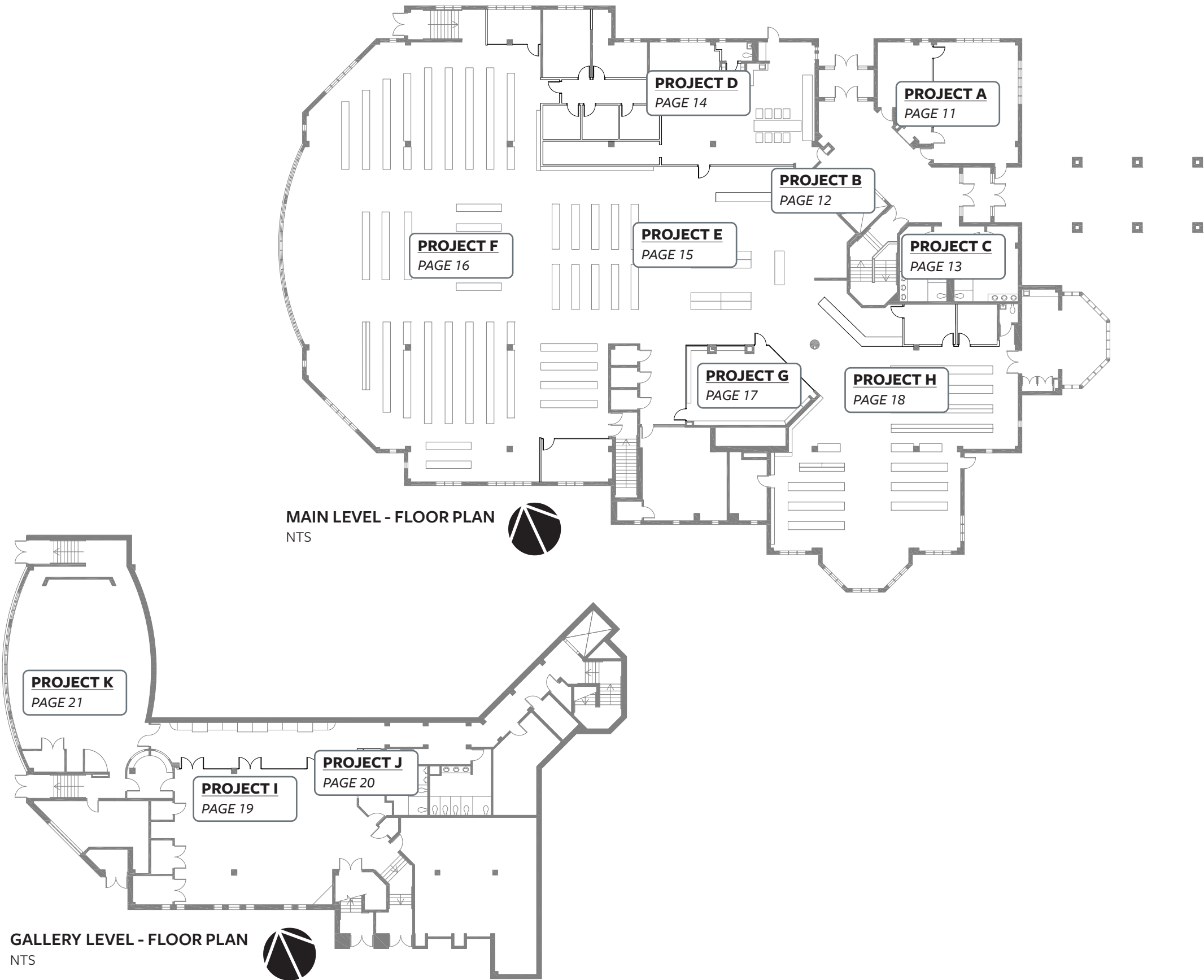


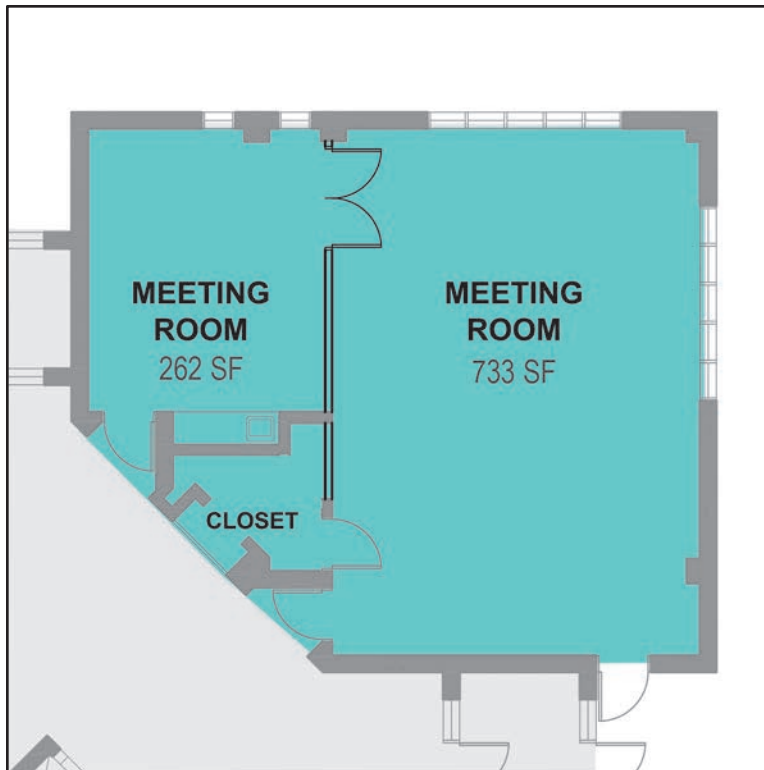


PROPOSED MASTER PLAN PROJECTS

- PROJECT A - Meeting Room Renovation
- PROJECT B - Security Gate Relocation
- PROJECT C - Restroom Finishes (*)
- PROJECT D - Office Renovation
- PROJECT E - Service Area Improvements
- PROJECT F - Library Stacks Area Improvements
- PROJECT G - Teen Area Relocation
- PROJECT H - Children’s Area Renovation
- PROJECT I - Meeting Room Improvements
- PROJECT J - Cafe/Kitchen Option at Gallery Level
- PROJECT K - Gallery Room Improvements (*)

* - Alternate projects C and K described on pages 25 and 26





PROJECT A - MEETING ROOM RENOVATION

The meeting room is located outside of the security perimeter near the two main entrances to the library. It is the largest meeting space located on the main level of the library and is frequently scheduled for meetings ranging from interactive play events to formal community events. The room is an L-shaped room and the back corner of the room is underutilized. A separate closet is used for storage and also supports a display case visible to the entry lobby, which is rarely used.

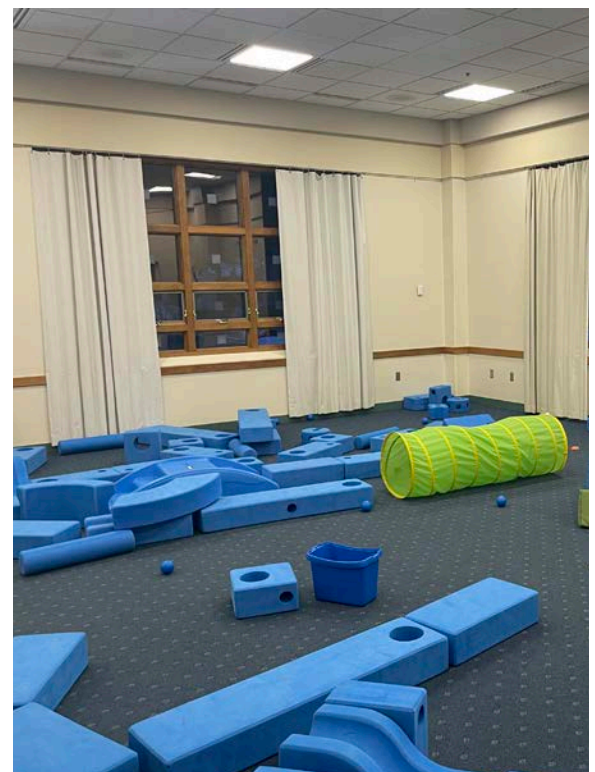
A renovation project for the meeting room space would include the following:

- Demolish existing display cabinet
- Add wall between meeting room and a new 200-250 SF meeting room
- Provide more open entrance into updated meeting room
- *Consider options during design for the wall between the meeting rooms to be a sliding glass wall or movable wall*
- *Consider options during design for providing after-hours access to the meeting room*
- **ESTIMATED PROJECT COST: \$220,000**

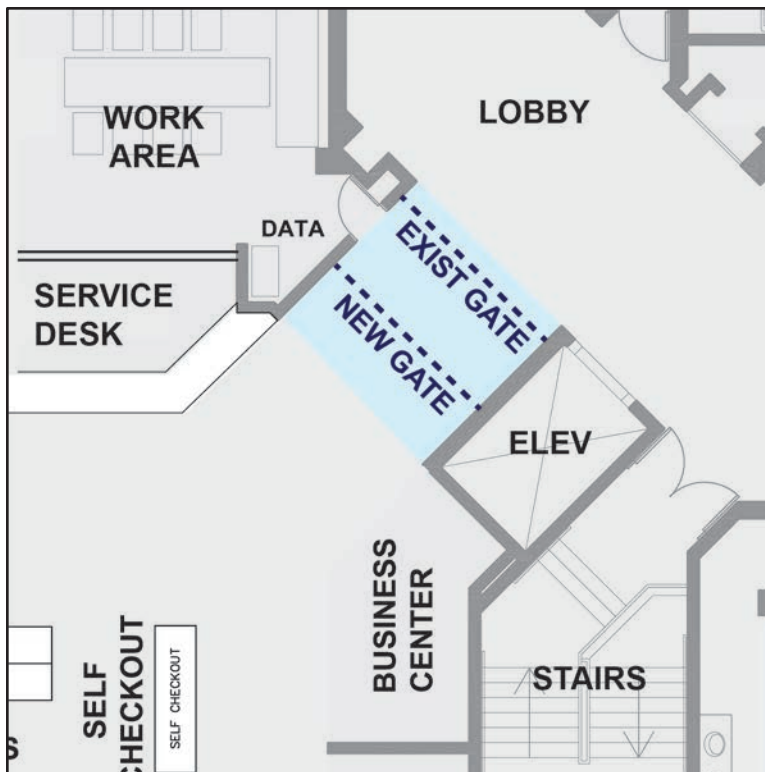
FLOOR PLAN LEGEND



Existing Meeting Room



Meeting Room Space used for "Big Fun Lab"

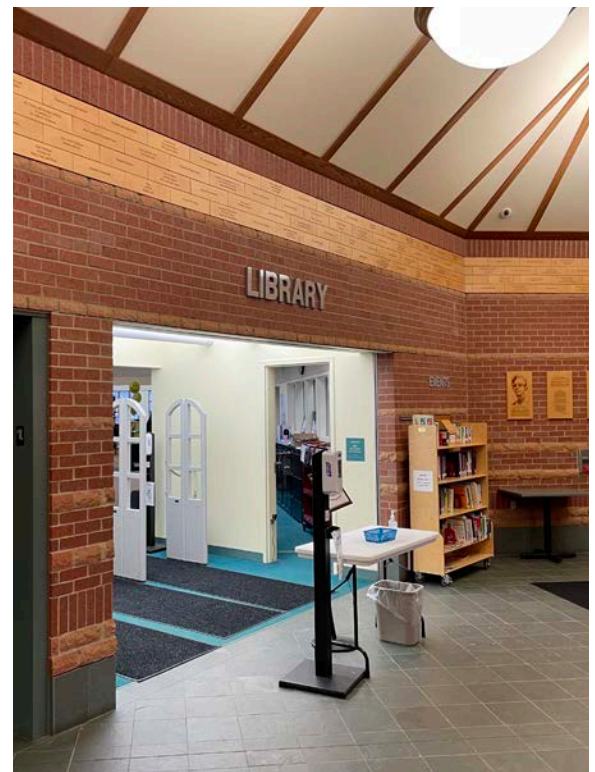


PROJECT B - SECURITY GATE RELOCATION

The secured area of the library features a ceiling mounted, coiling door that is used during times when the library is closed. Its current location is in front of the staff door. This requires staff to use the coiling door to access the library when it is closed. Relocation of the security gate would allow for continuous and convenient access for staff. A replacement coiling door with power functions would also be included.

A renovation project for the security gate relocation would include the following:

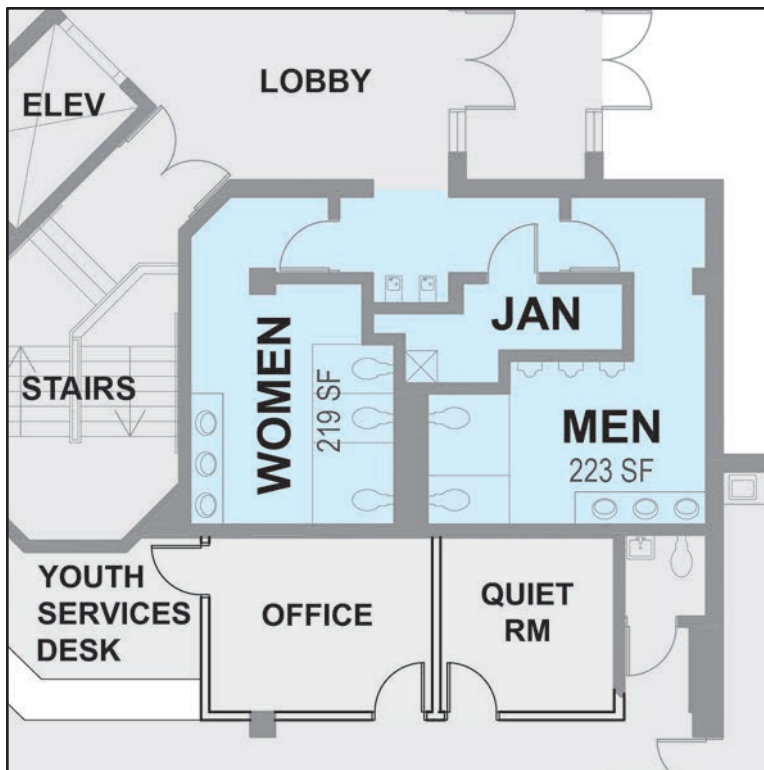
- New security gate behind the staff door
- Finish updates/repair ceiling and soffits
- *Consider replacement of lobby flooring and entry area in Project C*
- **ESTIMATED PROJECT COST: \$37,500**



Existing Library Entry with Security Gate

FLOOR PLAN LEGEND





PROJECT C - RESTROOM FINISHES

There are two restrooms and a janitor's closet located across from the meeting room in the entry lobby of the library. Both are in fair condition and fixtures were recently replaced. This cosmetic improvement includes wall and floor finishes, new lighting, as well as paint and toilet partitions. A future renovation for the restrooms is considered as a future addendum to this project.

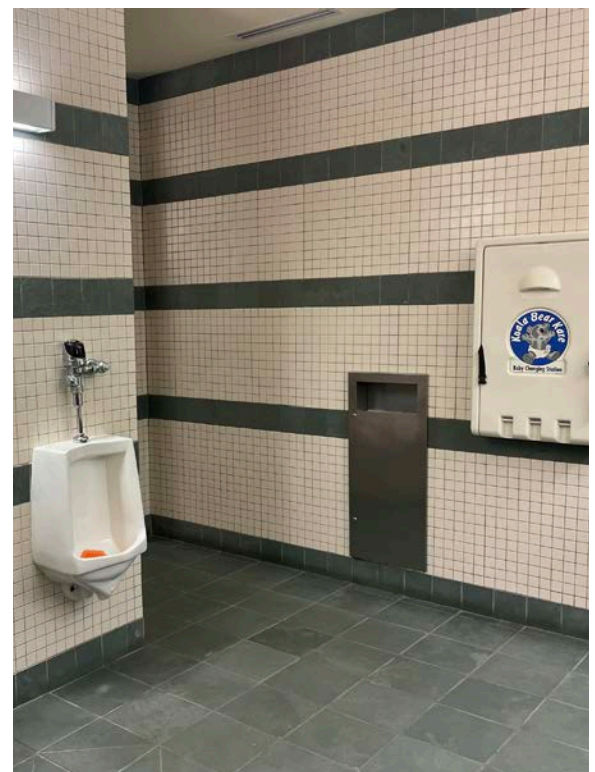
This project for the restrooms would include the following:

- Finish updates to existing restrooms
- *Consideration for replacement of ceramic tile in library lobby and entry area in tandem with flooring replacement in this project*
- **ESTIMATED PROJECT COST: \$162,750**

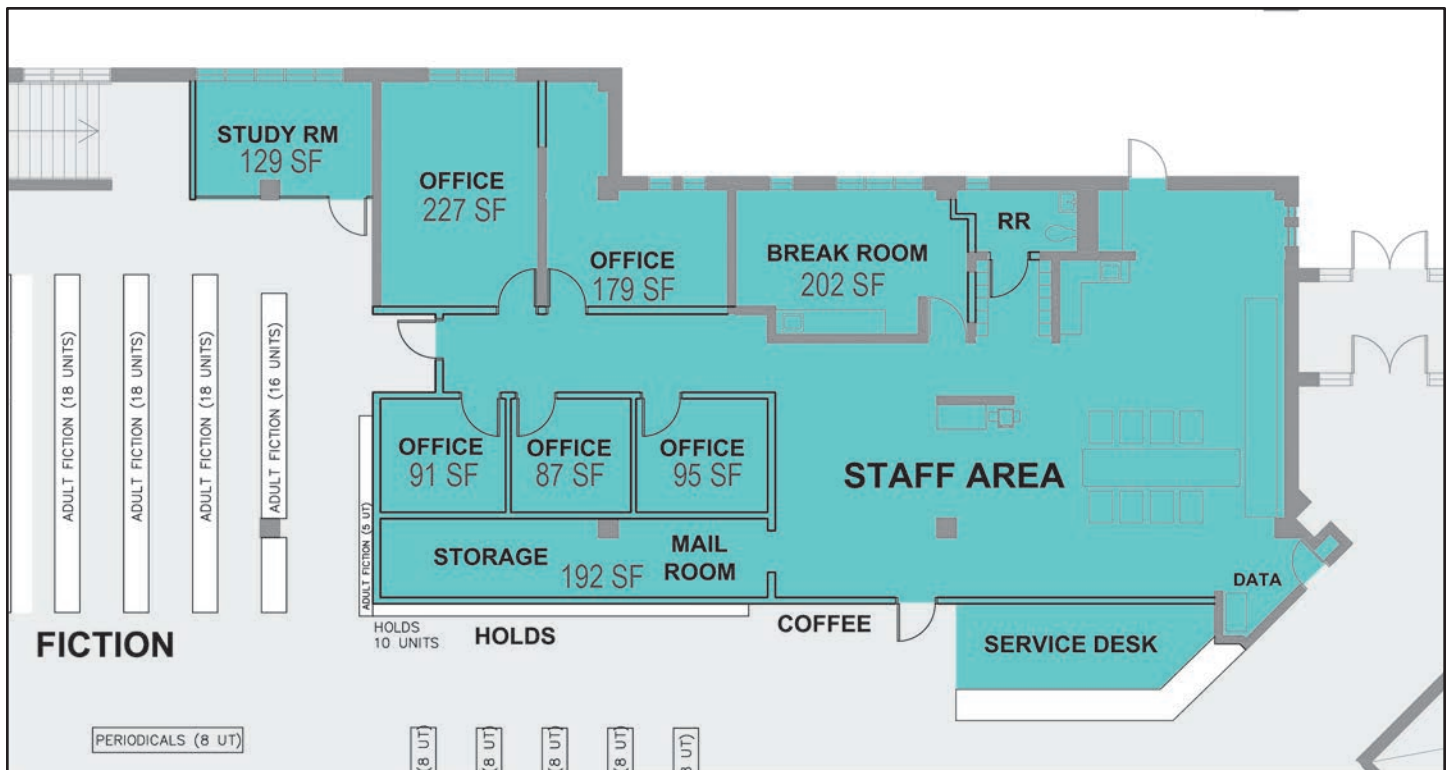
FLOOR PLAN LEGEND



Existing Lavatory in Men's Restroom



Restroom Finishes, Changing Table, and Urinal



PROJECT D - OFFICE SUITE RENOVATION

The office suite for staff at the library is efficiently organized but does have issues with circulation and limitations for future expansion. Priority issues in the office suite would be addressed with weatherproofing improvements for the exterior door and the exterior book drop area, optimization of the break room area/restrooms/locker rooms, and the addition of several offices for library staff that are currently housed outside of the existing office suite.

A renovation project for the staff office area would include the following:

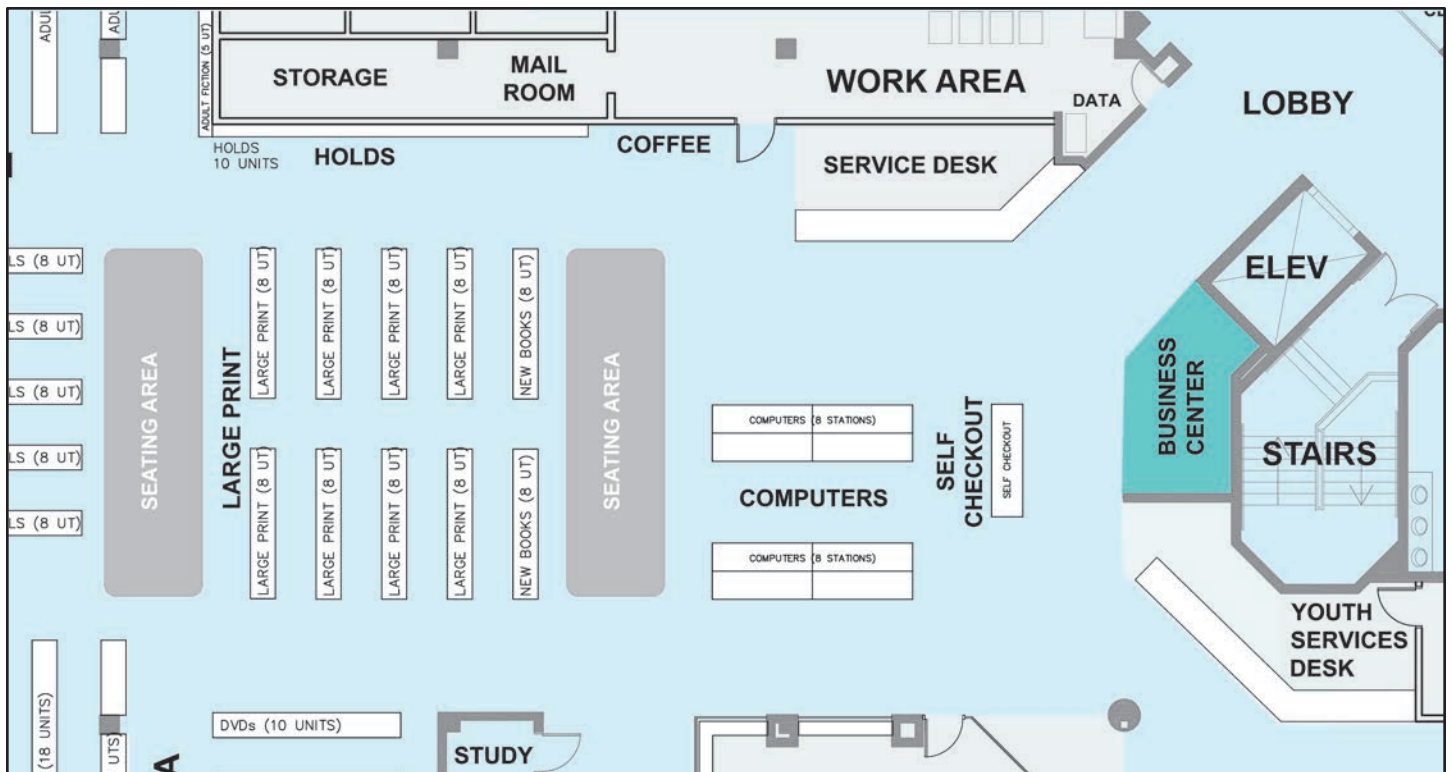
- Renovation and expansion of office suite
- Remove interior walls around book drop, weatherproof book drop and provide additional heating, improve entry area
- Renovated restroom and locker room; provide new entry from work room rather than from break room for both lockers and restroom
- Refresh two existing offices and include three new offices
- Relocate 21 linear feet of displaced stacks (see shelving schemes)
- **ESTIMATED PROJECT COST: \$400,000**

FLOOR PLAN LEGEND

	Finish Improvements/ Limited Renovation		Extensive Renovation		No Work in Project
-------------------------------------------------------------------------------------	--------------------------------------------	-------------------------------------------------------------------------------------	-------------------------	-------------------------------------------------------------------------------------	-----------------------



Existing Staff Area with Wayfinding



PROJECT E - SERVICE AREA IMPROVEMENTS

The existing service area at the front of the library includes a fixed service desk, a fixed self-checkout desk, holds, and a local history section. Improvements to the front area allow for the relocation of the public computers to a prominent, public area. The use of systems furniture for the service desk and the self-checkout station allows for change and adaptation to new requirements in the future. The relocation of the Holds section closer to the main entrance provides more convenient access for patrons and allows staff to help when needed.

An improvement project for the service area would include the following:

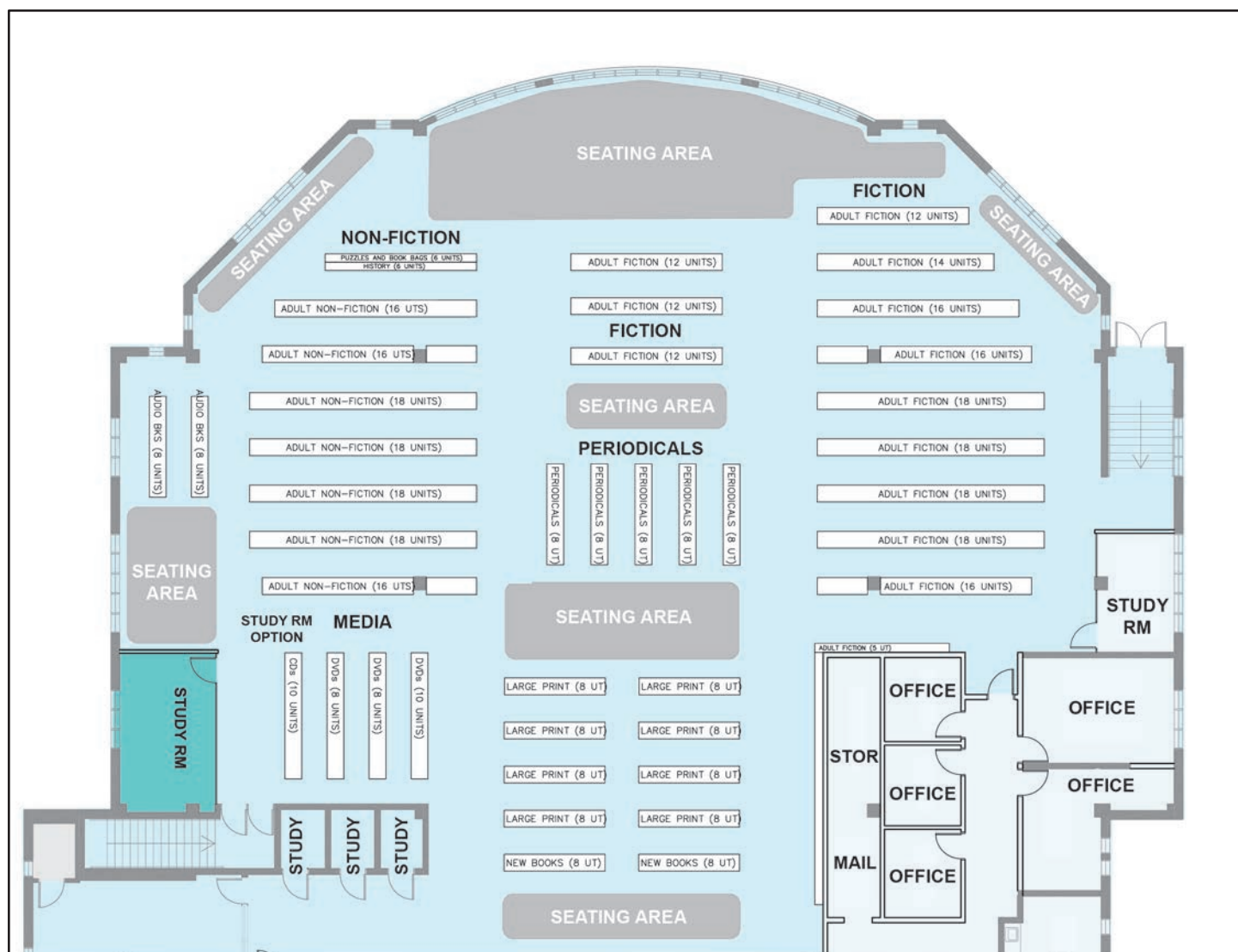
- New information desk with additional storage and flexible systems furniture
- Relocate public computers to center of library for improved visibility and access (technology and power updates)
- Consolidate self-checkout into smaller area convenient to exit
- Relocate holds area and coffee station next to office suite doors
- New business center for copier and fax machine
- **ESTIMATED PROJECT COST: \$279,000**

FLOOR PLAN LEGEND

	Finish Improvements/ Limited Renovation		Extensive Renovation		No Work in Project
-------------------------------------------------------------------------------------	--------------------------------------------	-------------------------------------------------------------------------------------	-------------------------	-------------------------------------------------------------------------------------	-----------------------



Existing Fixed Circulation Desk



PROJECT F - LIBRARY STACKS AREA IMPROVEMENTS

Improvements will be made to the library stacks area. Along with other adjacent renovation projects that will impact the location of stacks (reviewed in the shelving analysis section), the work consists of new carpet, paint and lighting improvements and new furniture options for patrons.

The improvement project for the library stacks area would include:

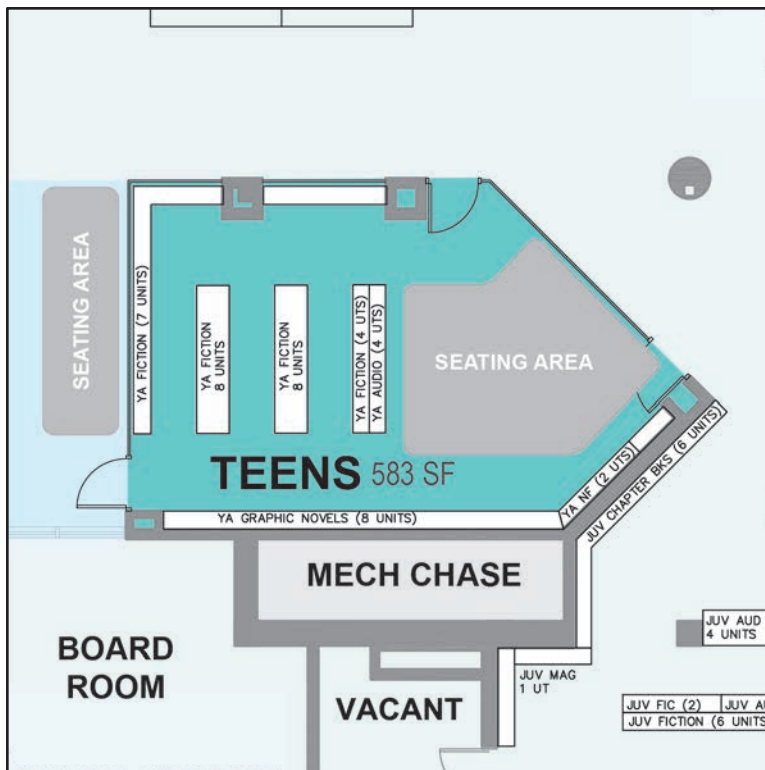
- Relocation of shelving
- Relocated media area and history collection
- Provide new seating options, new study rooms
- **ESTIMATED PROJECT COST: \$800,000**

FLOOR PLAN LEGEND

 Finish Improvements/ Limited Renovation	 Extensive Renovation	 No Work in Project
-------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------



Existing Seating Area and Periodicals



Existing Teen Area

PROJECT G - TEEN AREA RELOCATION

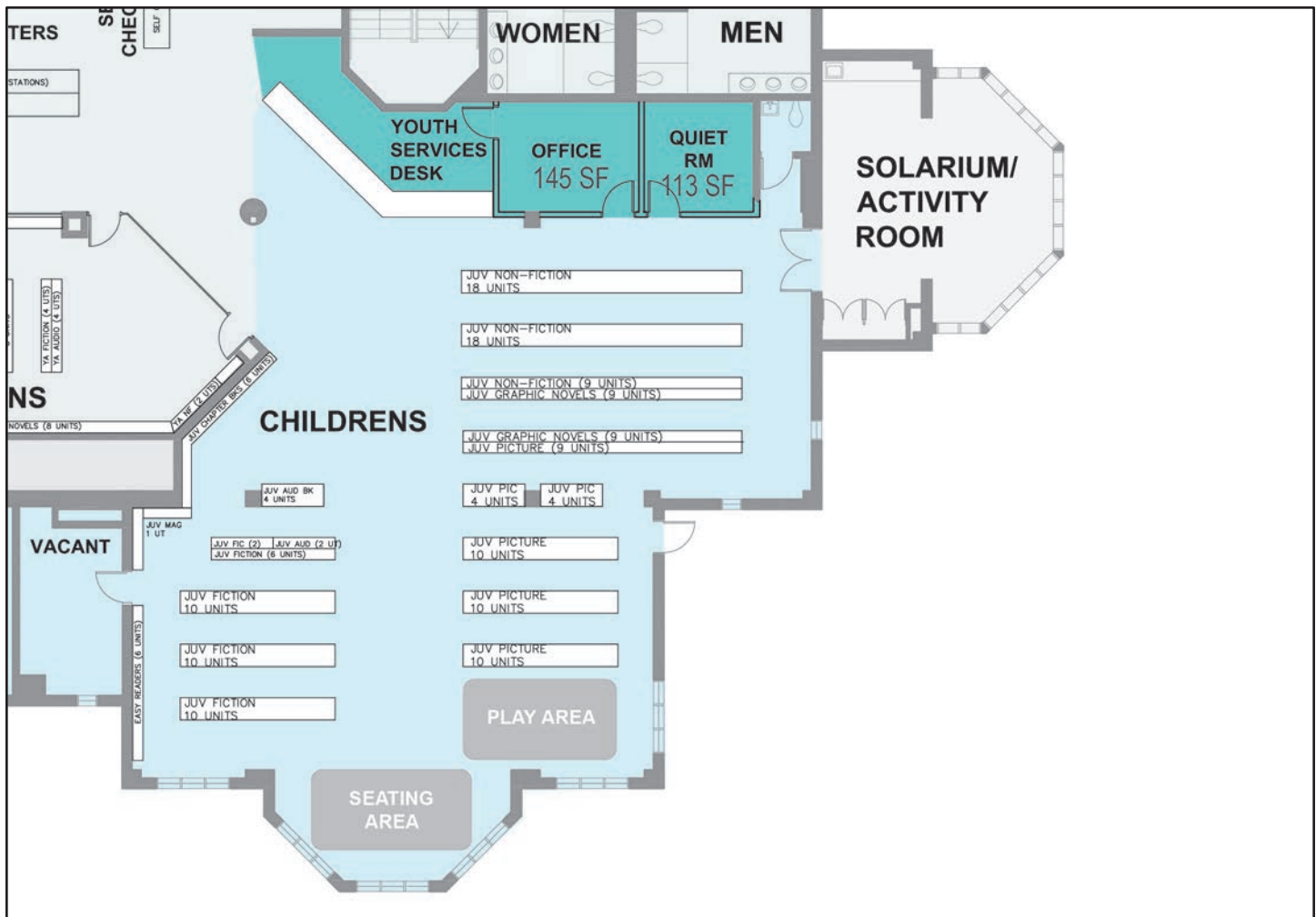
The teen area is currently located behind the non-fiction area near an emergency exit. Although the natural light is seen as a positive, the focus group for teens revealed some issues with the space including: the lack of a defined space, and how other user groups interact with the space unintentionally (adults using the teen computers). The teen area will be relocated in the existing media area and will feature an enclosed space, lounge area, and improved sight lines for the main service desk and the children's librarian desk.

A relocation and renovation project for the teen area would include the following:

- Relocation of teen area into existing media area
- Create enclosed area using full-height glass walls
- Maintain access to study rooms and Board Room
- Provide a variety of lounge seating options
- **ESTIMATED PROJECT COST: \$146,000**

FLOOR PLAN LEGEND





PROJECT H - CHILDREN'S AREA RENOVATION

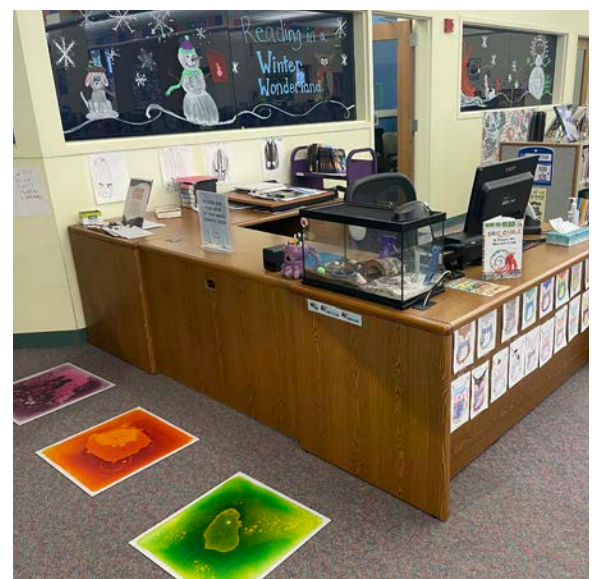
The children's area is one of the more optimized collection areas and minimal work is needed for the stacks. With the relocation of the public computers out of this area, the vacated space would be renovated to include a youth librarian office, a new service desk, a new quiet room, and potential improvements to the single-occupant restroom. Finish Improvements in the children's area would also be included.

A renovation project for the children's area would include the following:

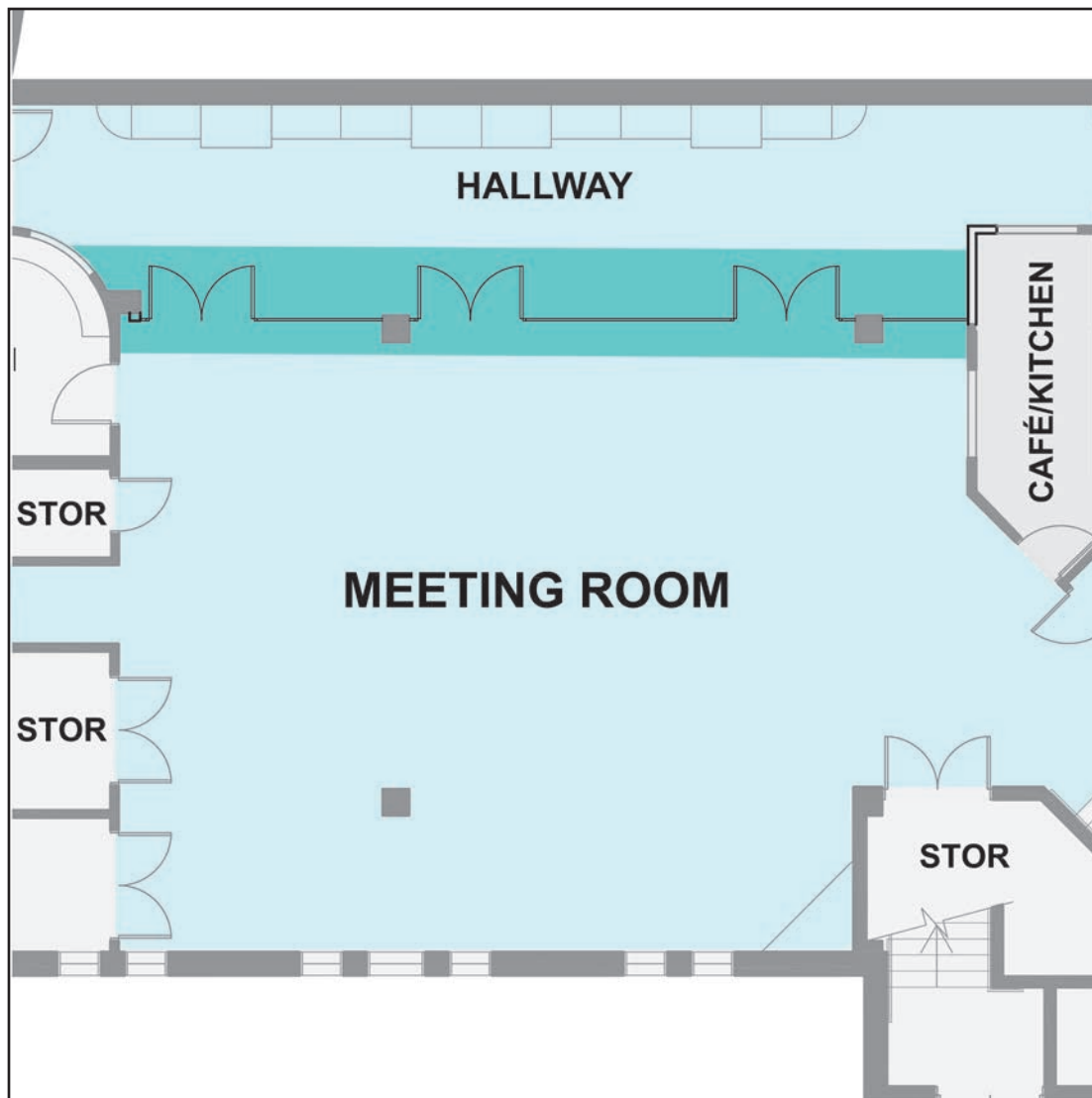
- New quiet room, relocation of youth librarian office and desk
- Optimization of collection area
- New finishes
- Consider removing wall in former office for expanded children's area, flexible programming
- **ESTIMATED PROJECT COST: \$246,000**

FLOOR PLAN LEGEND

	Finish Improvements/ Limited Renovation		Extensive Renovation		No Work in Project
------------------------------------------------------------------------------------	--------------------------------------------	-------------------------------------------------------------------------------------	-------------------------	-------------------------------------------------------------------------------------	-----------------------



Existing Children's Area Librarian Desk



PROJECT I - MEETING ROOM IMPROVEMENTS

Improvements will be made to the large meeting room in the gallery level. The main component of the renovation will be the installation of a movable glass wall that will provide noise separation from the hallway and continue to provide space flexibility and visibility for larger events.

An improvement project for the meeting room would include:

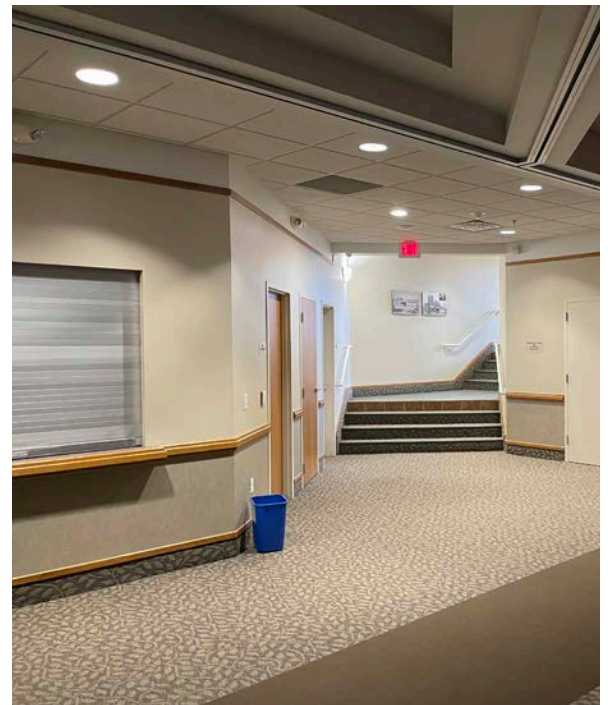
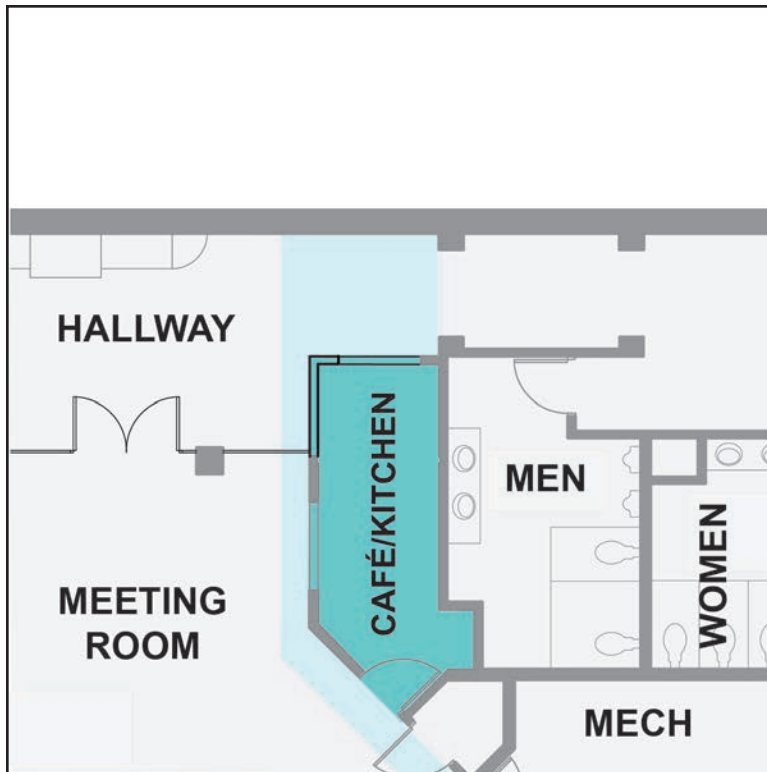
- New paint and patch floor and ceiling
- New movable glass wall separating the meeting room and the hallway
- *ESTIMATED PROJECT COST: \$120,000*

FLOOR PLAN LEGEND

	Finish Improvements/ Limited Renovation		Extensive Renovation		No Work in Project
-------------------------------------------------------------------------------------	--------------------------------------------	-------------------------------------------------------------------------------------	-------------------------	-------------------------------------------------------------------------------------	-----------------------



Existing Movable Partition at Meeting Room



Existing Kitchen and Storage Rooms

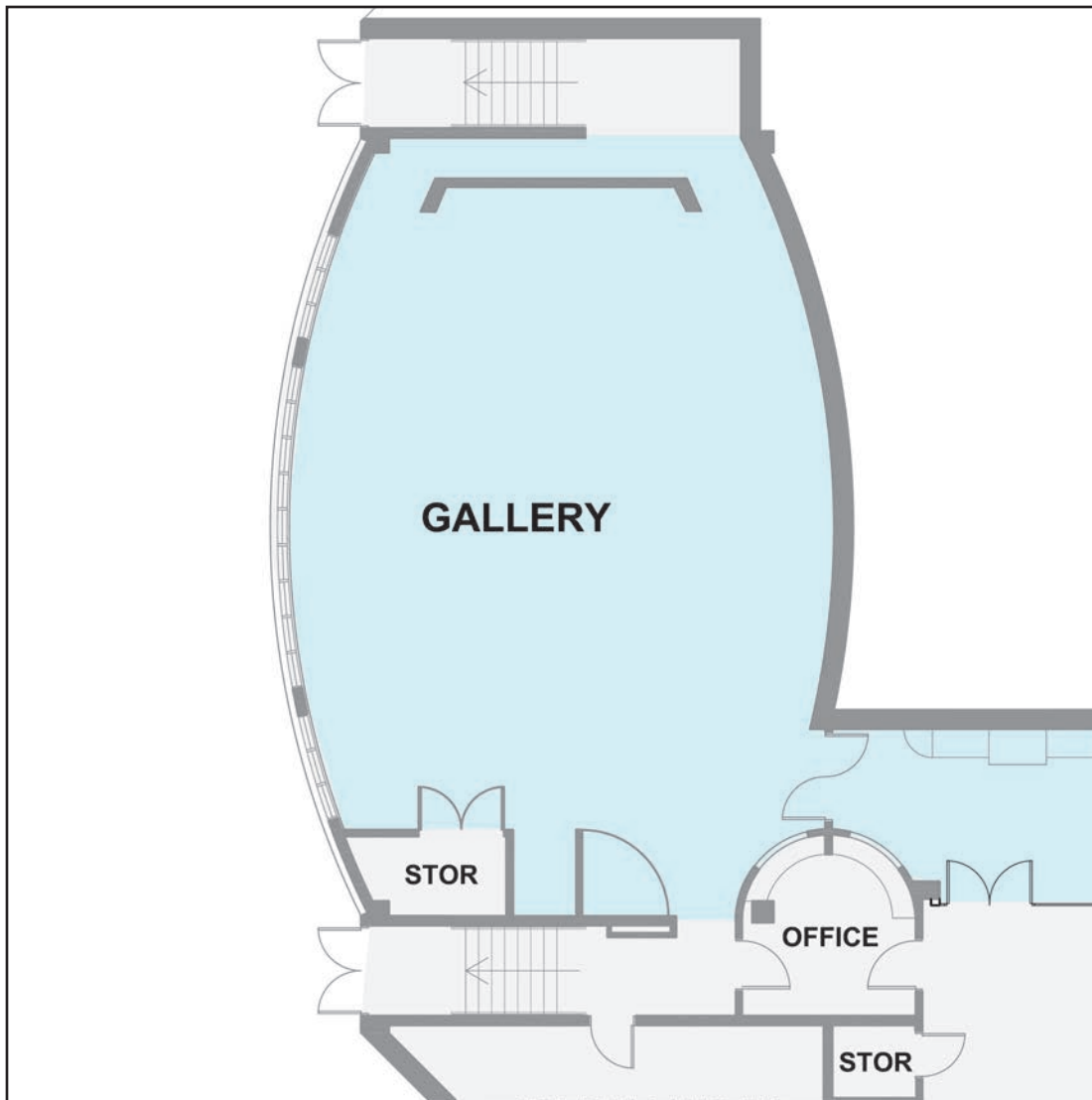
PROJECT J - CAFÉ/KITCHEN OPTION AT GALLERY LEVEL

This project is an exploration of renovating an existing kitchen located in the gallery level into a café space.

A renovation project to create a café at the gallery level would include the following:

- Enlarge and renovate existing kitchen adjacent to meeting room for potential café
- Provide door at hallway to separate café from meeting room
- Service windows from north wall (new) and west wall (use existing)
- **ESTIMATED PROJECT COST: \$160,000**

FLOOR PLAN LEGEND



PROJECT K - GALLERY ROOM IMPROVEMENTS

The gallery room serves as additional community meeting space for River Falls.

A renovation project for the gallery area would include the following:

- Finish improvements for the gallery room
- Improved technology
- Consider replacing the south exit stair with an ADA lift to outside. See project K2 (Alt).
- **ESTIMATED PROJECT COST: \$120,000**

FLOOR PLAN LEGEND



Existing Gallery Room



Potential Exterior Projects

- 1 - Gathering Place/Plaza at SW corner of library
- 2 - Plaza/Meetup Area at NE corner of library near main entries
- 3 - Develop city-owned site east of library for gathering space, parking relocation



Exterior Project #1

- Provide benches, seating around fire pit or water feature
- Gathering area, connections with activity at gallery
- Provide an accessible ramp in lieu of one of the stairwells to the gallery. See K2 (Alt).
- ESTIMATED PROJECT COST: TBD

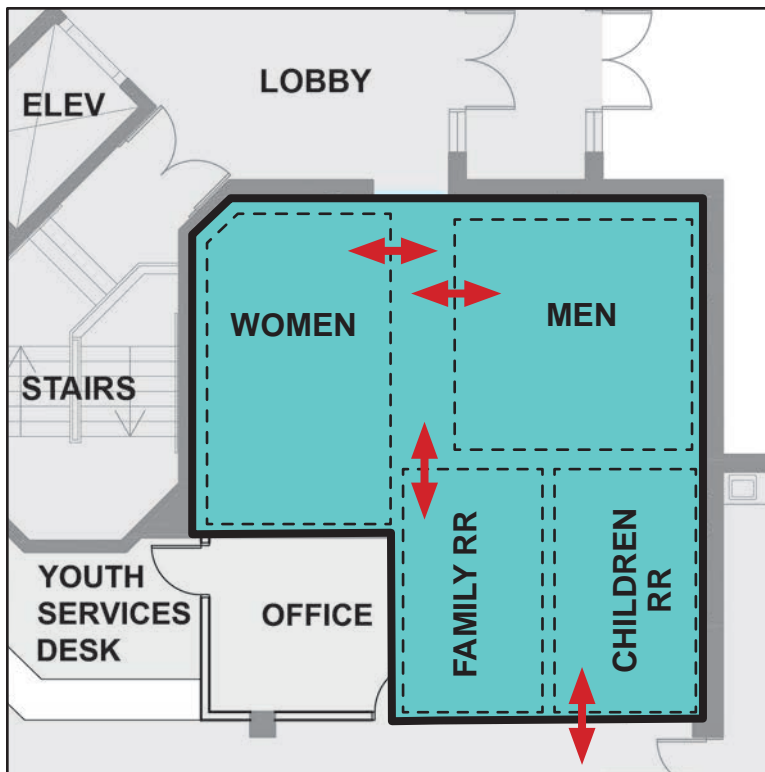


Exterior Project #2

- Provide seating for meetups, outdoor lunch
- Option for enclosed pavilion
- ESTIMATED PROJECT COST: TBD

**Exterior Project #3**

- Available area for outdoor events, gathering area, expanded parking if needed
- ESTIMATED PROJECT COST: Not Available



PROJECT C2 (ALT) - RESTROOM SUITE RENOVATION

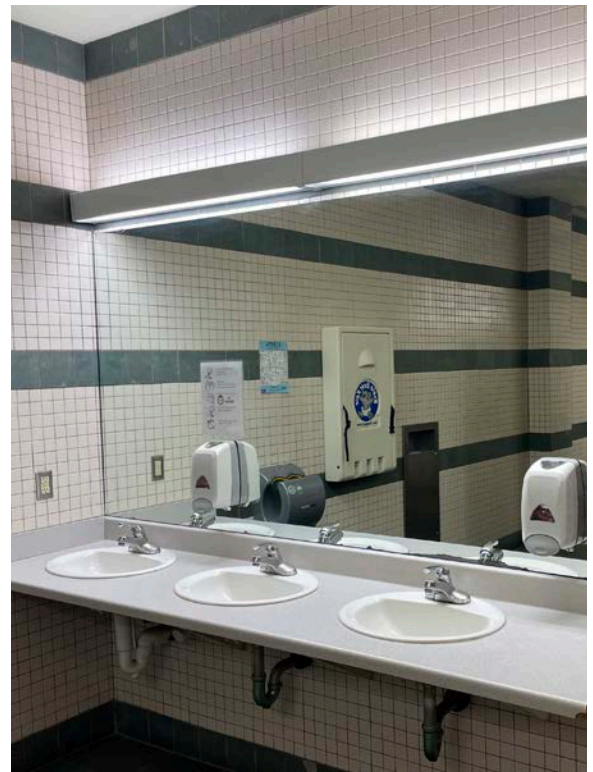
This project is for a complete renovation of the restrooms in the library entry lobby to meet accessibility requirements and add a family restroom. Currently there are two gendered restrooms and an impractical janitor's closet. This would encompass replacing the restrooms with two new gendered restrooms and an additional family restroom.

A renovation project for the restrooms area would include the following:

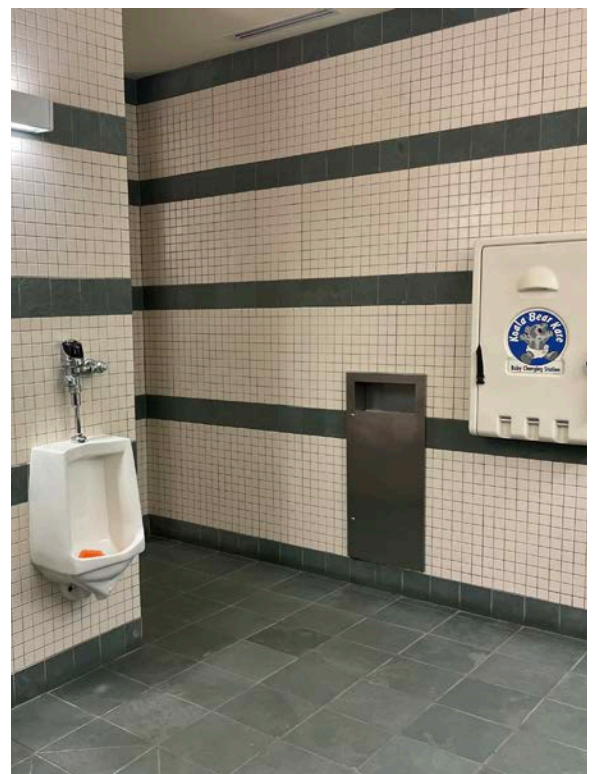
- Remove janitor's closet and relocate to meeting area
- Create new single-use restroom
- Renovate men's and women's restroom with new finishes and improved accessibility
- **ESTIMATED PROJECT COST: \$400,000**

FLOOR PLAN LEGEND

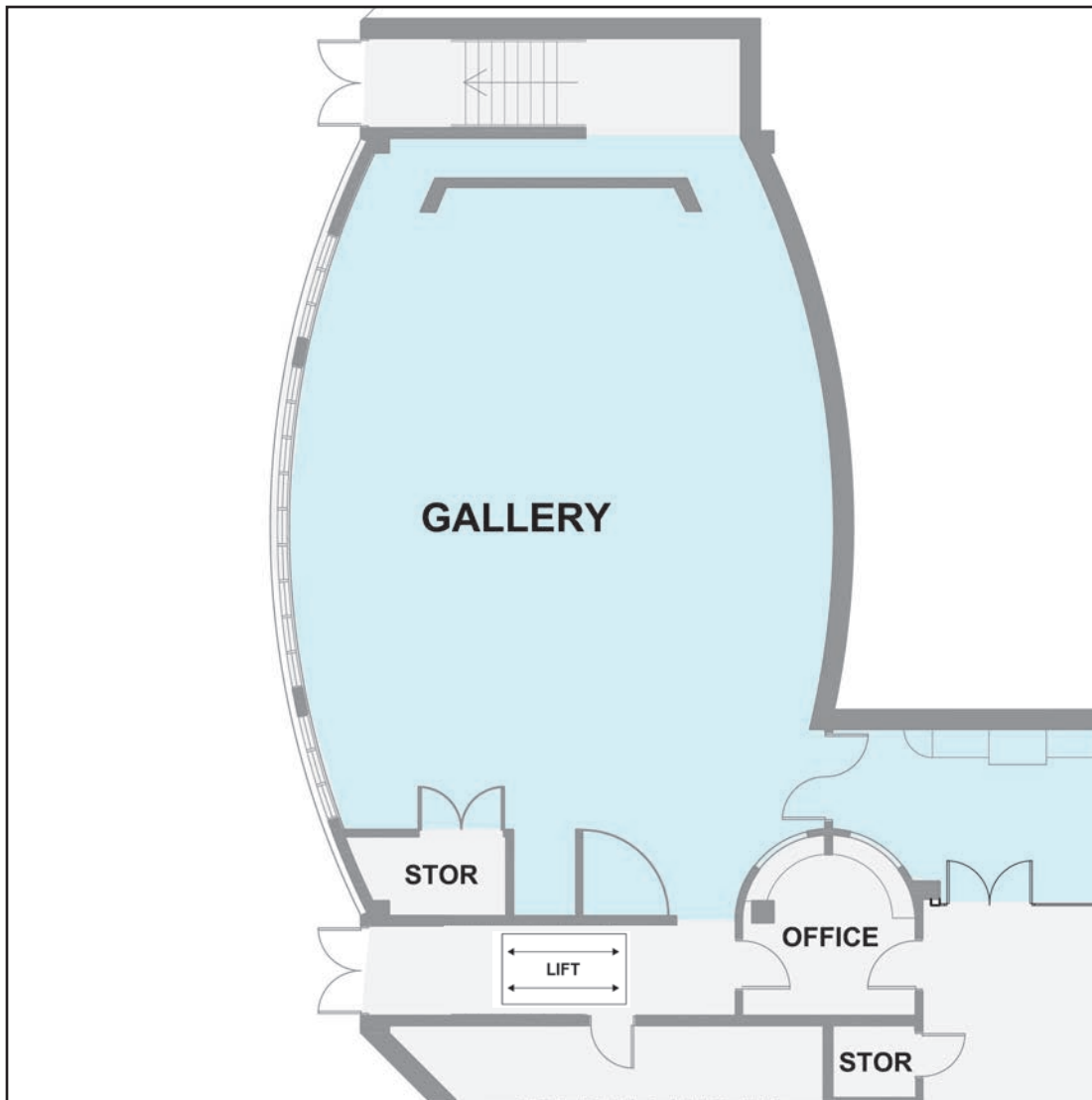
 Finish Improvements/ Limited Renovation	 Extensive Renovation	 No Work in Project
--------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------



Existing Lavatory in Men's Restroom



Restroom Finishes, Changing Table, and Urinal



PROJECT K2 (ALT) - GALLERY ROOM IMPROVEMENTS WITH LIFT

If the gallery Room had an accessible entrance to the west, the programming of the space could include off-hours events for outside groups or temporary tenants. Consider with Exterior Project #1: West patio.

A renovation project for the gallery area would include the following:

- Improved technology
- *Replacement of adjacent stair run with an elevator lift to outside*
- **ESTIMATED PROJECT COST: \$80-\$95,000 TBD**

FLOOR PLAN LEGEND

 Finish Improvements/ Limited Renovation	 Extensive Renovation	 No Work in Project
--------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------



Example of Elevator Lift

PROJECT PHASING

In order to construct the master plan projects while maintaining library functions, the following project phasing plan highlights one possible sequence of operations and construction. These could take place as phased construction under one contract or as separate contract periods as funding allows. The phasing plan must be developed with the design of the project(s).

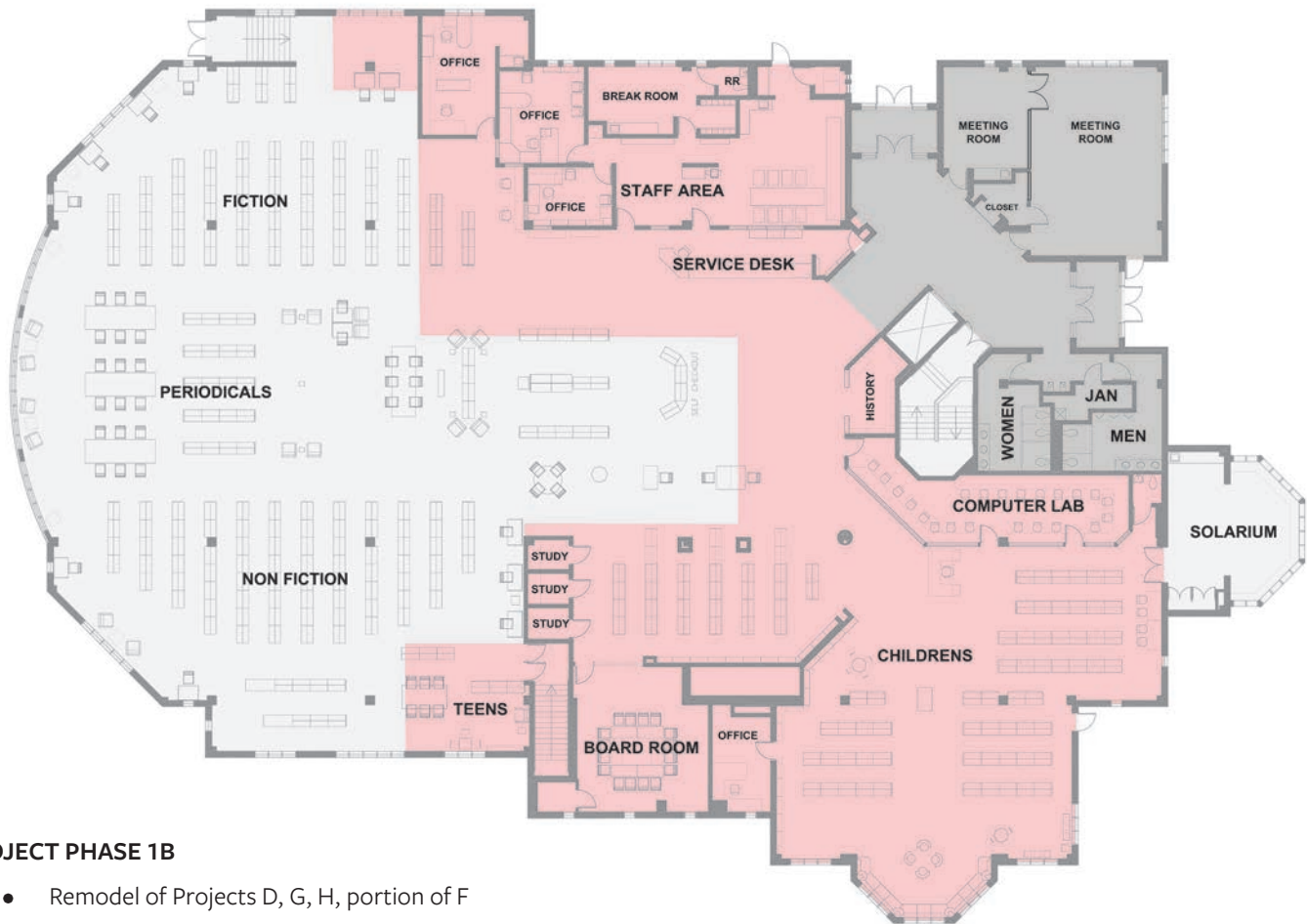


PROJECT PHASE 1A

- Remodel of Projects A, B, C
- Maintain access to Gallery Level, entry for library
- Restrooms at Gallery Level to be used in lieu of restrooms being remodeled; meeting rooms downstairs to be used in lieu of meeting room being remodeled

FLOOR PLAN LEGEND



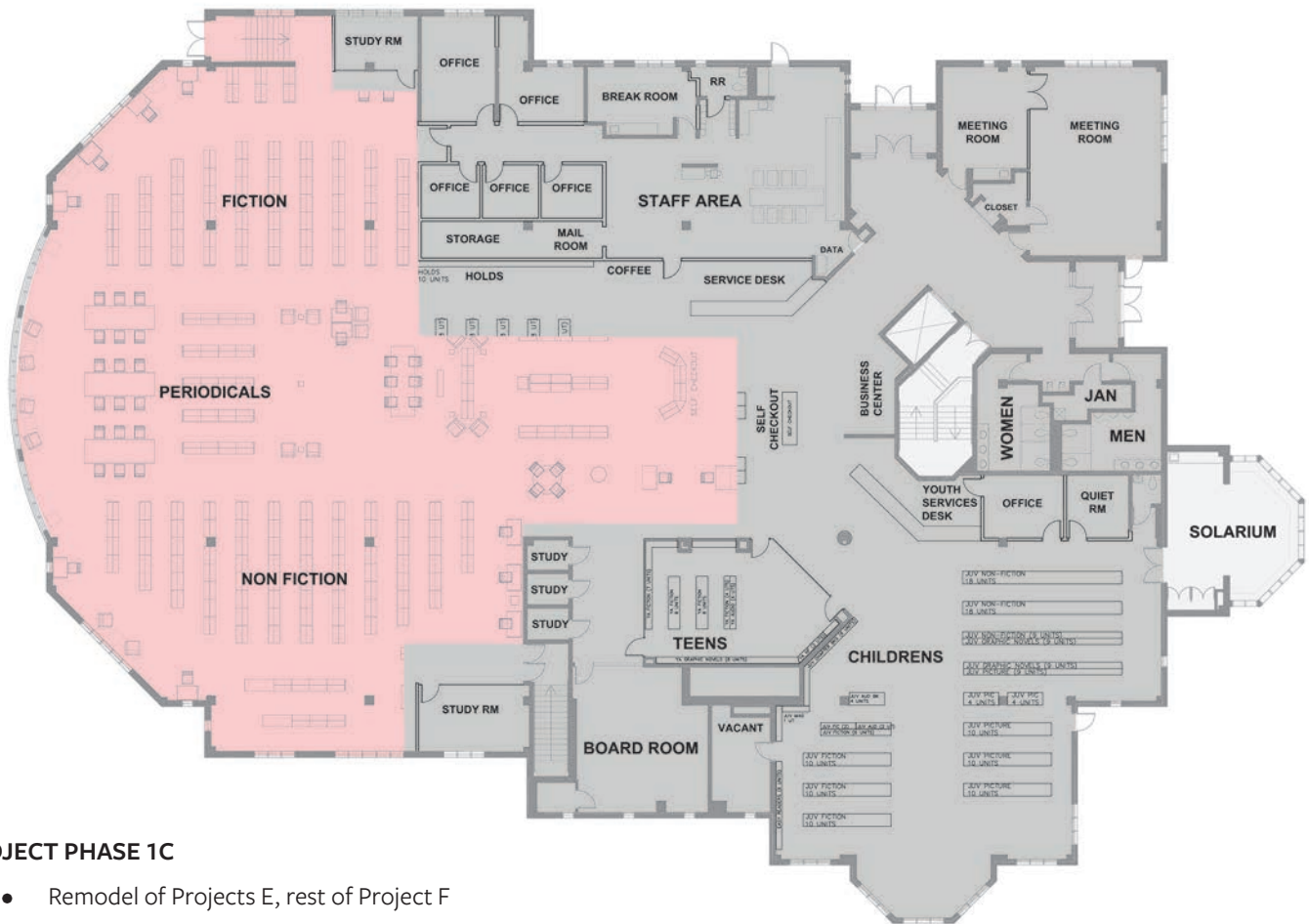


PROJECT PHASE 1B

- Remodel of Projects D, G, H, portion of F
- Staff Area to be relocated to remodeled meetings room (Project A area)
- Teen and Children's Area to be relocated to Gallery Level or consolidated in open space of remaining library area
- Access to be maintained to the rest of the library during construction
- Mechanical work for new and substantially renovated spaces should occur at this phase

FLOOR PLAN LEGEND



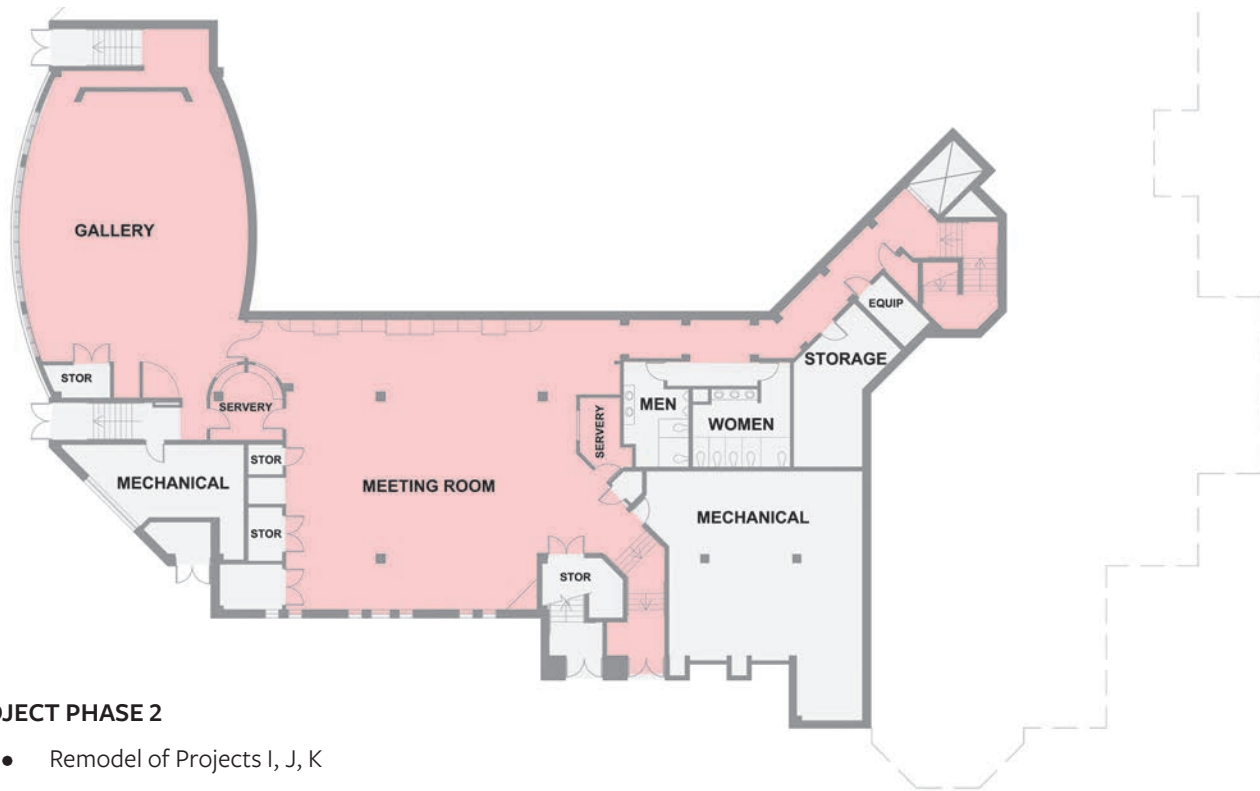


PROJECT PHASE 1C

- Remodel of Projects E, rest of Project F
- Remaining Collections and reading areas relocated to Gallery Level
- Maintain access to library during construction

FLOOR PLAN LEGEND





PROJECT PHASE 2

- Remodel of Projects I, J, K
- No public access to Gallery Level during construction
- Potential for elevator refurbishment work to occur in this phase

PROJECT PHASE 3

- Remodel of Exterior Projects (if being pursued)
- Maintain access to library during construction if impacting points of entry

PROJECT PHASE 4

- Option to remodel projects highlighted as alternates (Projects C2, K2, other misc.)

FLOOR PLAN LEGEND





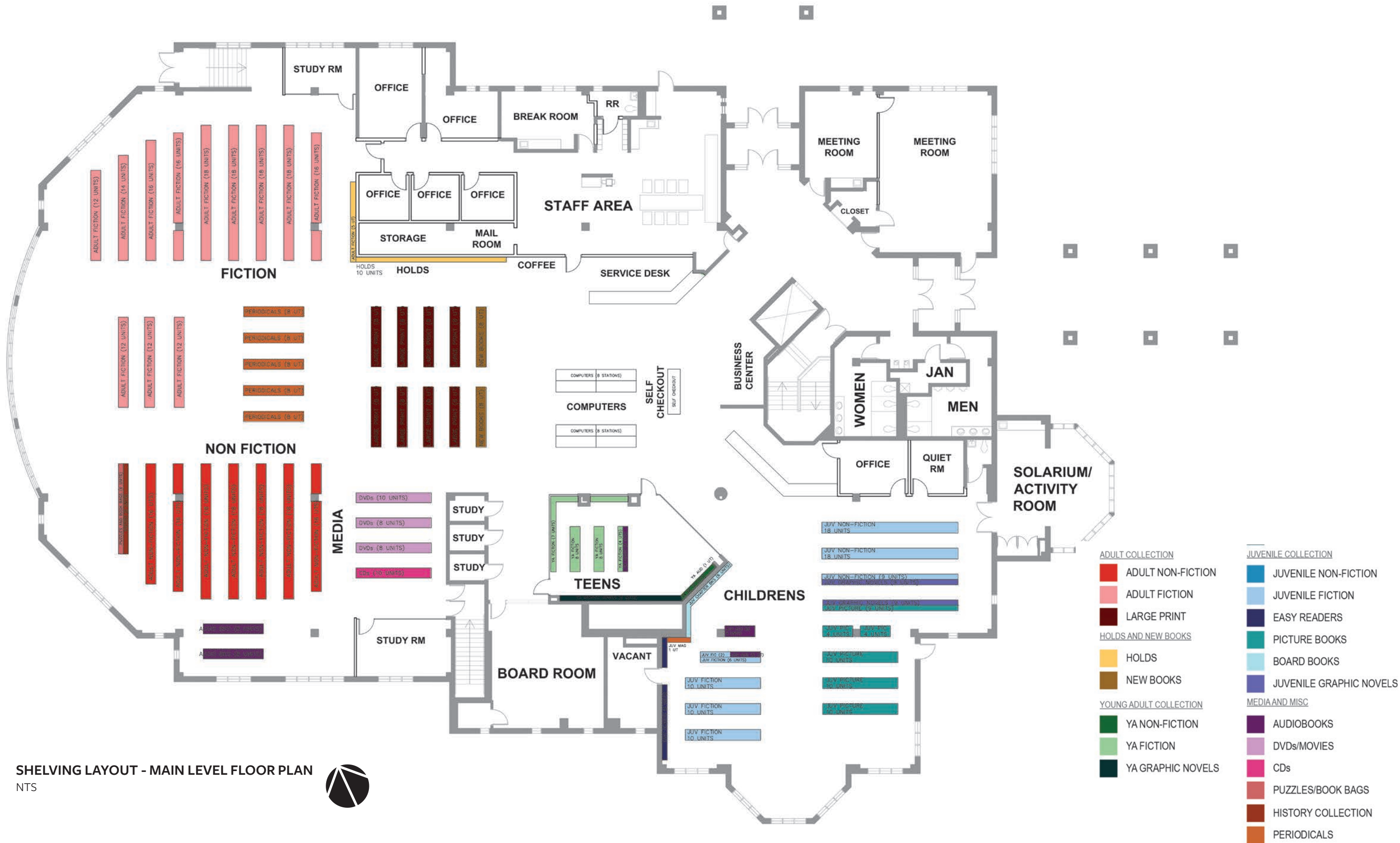
SHELVING ANALYSIS

An important goal of the master plan is to build on the strength of the current collections to make them more accessible and with capacity for future growth/change. To meet that goal, it was deemed desirable to lower the height of the shelves where possible and spread them out for greater accessibility. The planning process included an analysis of collection development trends and the space needed to accommodate the current materials and change for the future.

Overall, the collection size is projected to remain relatively static, growing only slightly and slowly. Collections that are growing will be the juvenile and young adults. The holds and pick-up area is expected to grow too, as patrons are more comfortable using remote reservations. Collections that will naturally be reduced over time are periodicals, reference, mysteries, and media (as technology becomes obsolete)

Though overall use of e-books is still relatively low compared to print books and other types of digital content, libraries across the country have seen significant growth in patron demand for e-book titles, especially new releases and bestsellers. This trend may affect collection size over time in River Falls as well.

The following layout represents the shelving needed for the current optimized collections with room for circulation and anticipated growth.



Books	total volumes	volume per lineal foot factor	linear feet	Existing Shelving Units	Shelf Height (in)	Shelf Capacity (%)	shelving unit factor (IN LF)	total shelving units
Adults								
Adult Nonfiction	14,162	10	1,417	138	90	75%	12	119
Adult Fiction	16,355	8	2,045	122	90	75%	12	171
New Books	1,400	10	140	8	56	75%	7	20
Large Print	3,657	8	458	26	56	75%	7	66
Holds	800	25	32	24	90	75%	12	3
Young Adult/Teens								
Young Adult Fiction	2,059	12	172	10	56	75%	7	25
Young Adult Nonfiction	198	12	17	8	90	75%	12	2
Young Adult Graphic Novels	2,152	25	87	12	90	75%	12	8
Juvenile/Childrens								
Juvenile Nonfiction	4,155	13	320	31	42	75%	7	46
Juvenile Fiction	3,298	13	254	29	42	75%	7	37
Juvenile Easy Readers	1,411	20	71	4	66	75%	12	6
Juvenile Chapter Books	1,038	20	52	4	66	75%	12	5
Picture Books	5,606	20	281	48	42	75%	7	41
Board Books	237	25	10	1	42	75%	7	2
Juvenile Graphic Novels	1,274	25	51	5	42	75%	7	8
Media								
Adult Fiction Audiobook	1,456	10	146	11	66	75%	12	13
Juvenile Audiobooks	445	10	45	4	66	75%	12	4
Young Adult Audiobooks	143	10	15	1	56	75%	7	3
DVDs	9,169	30	306	44	66	75%	12	26
Adult Music CDs	3,439	30	115	20	66	75%	12	10
Miscellaenous								
Puzzles	N/A	N/A	36	2	90	75%	N/A	3
Book Club Bags	N/A	N/A	18	2	90	75%	N/A	2
Wyman History Collection (*)	1,050	10	105	6	90	75%	N/A	6
Periodicals	N/A	N/A	N/A	40	56	75%	N/A	40

(*) Wyman History Collection will remain intact and identifiable, co-located with the other non-fiction volumes.



900 2nd Ave S #400, Minneapolis, MN 55402 612-332-1234 BTR-Architects.com

BENTZ
THOMPSON
RIETOW

MEETING NOTES

DATE: April 5, 2022 (meeting was hosted virtually)

FROM: Rodrigo Lozada

SUBJECT: River Falls Public Library Master Plan
Kickoff Meeting
BTR Commission # 19046

COMPILED BY: Ann Voda/Rodrigo Lozada

BTR met with library team members, library board members, and library foundation members to kickoff the master plan for River Falls Public Library.

Present were:

Tanya Misselt	River Falls Public Library, Library Director
Kathy Larson	River Falls Public Library, Youth Services Librarian
Kim Kiiskinen	River Falls Public Library, Technology Librarian
Heather Johnson	River Falls Public Library, Circulation and Services Librarian
Tom Schwalen	City of River Falls, Facility Maintenance Supervisor
Rebecca Ferguson	River Falls Public Library Board, President
Wayne Roen	River Falls Public Library Board, Member
Whitney Russo	River Falls Public Library Board, Member
Kay Matthews Montgomery	River Falls Public Library Board, Member
Callie Trautmiller	River Falls Public Library Legacy Foundation, Member
Ann Voda	BTR, Project Lead
Randy Moe	BTR, Design Principal
Rodrigo Lozada	BTR, Project Architect

Topic 1: Discussion of Potential Stakeholders for Library

- The following is a list of potential stakeholders that the library would serve for the project, as determined by the members of the kickoff meeting:
 - New people to River Falls – in order to provide a sense of community
 - Grandparents
 - Inclusivity – need to reflect those who aren't at the table
 - Writers and authors – provide author talk, creative writing opportunities
 - Elderly – meet and greet
 - Kids



900 2nd Ave S #400, Minneapolis, MN 55402 612-332-1234 BTR-Architects.com

BENTZ
THOMPSON
RIETOW

- Teenagers
- Teachers and School Groups
- Parents, parents of young children
- Long time residents
- People who need meeting rooms
- People without access to high-speed internet – common in surrounding areas to River Falls
- People without a place to go
- People who don't go to libraries
- University Community (University of Wisconsin, River Falls)
- Arts Community – used to have an arts librarian for the lower level but not currently at library

Topic 2: Discussion of Planning Issues at Library

- Children's area should be attractive to kids, colorful
- Teen area currently cut off from other parts of library, design was an afterthought; preference to concept designed at Plymouth Library
- Plan for sustainable design and sustainable practices, preference for City of River Falls
- Potential to focus on tourism; work on Kinnickinnic River
- There are great resources in River Falls, library should provide complementary to other uses and not be an end all-be all
- There is a need to make materials easy to find
- Library is currently outgrowing spaces, not much room for growth in collections as shelves are full
- Circulation numbers shown to kickoff meeting members were from 2019; since then about 20,000 items have been weeded out; more non-circulation items to come
- Salaries for positions are higher than average in area; library is a larger space that is currently operated with fewer people, especially with changes during the COVID-19 pandemic

Topic 3: Discussion on the Library Space

- There used to be three service desks in library, currently there are two. There is a need for at least one service desk
- Self-checkout stations are set up at location of former information desk; about 80% of patrons check out using self-checkout stations
- There is a lot of space at the front of library, but much of it is not useful space; would be good to utilize larger space better
- History collection nook intimidating and underutilized; especially next to larger space
- Greenhouse space (addition next to children's area) used for smaller groups, such as painting class
- Computer space seems closed off, intimidating
- Teen area designed as afterthought (was originally non-fiction area); features beautiful windows
- Improvements possible for vaulted space



900 2nd Ave S #400, Minneapolis, MN 55402 612-332-1234 BTR-Architects.com

BENTZ
THOMPSON
RIETOW

- Lighting is old and modular (replaced with fluorescent about ten years ago); too much wood in materials, dated circus-themed colors at top of vault

This memo substantially documents the discussion and decisions made in the meeting. Please report additions or corrections to Rodrigo Lozada at (612)-332-1234 or by e-mail to rodrigol@btr-architects.com



900 2nd Ave S #400, Minneapolis, MN 55402 612-332-1234 BTR-Architects.com

BENTZ
THOMPSON
RIETOW

MEETING NOTES

DATE: April 7, 2022

FROM: Rodrigo Lozada

SUBJECT: River Falls Public Library Master Plan
Focus Group - Staff
BTR Commission # 19046

COMPILED BY: Ann Voda/Rodrigo Lozada

BTR met with library staff members as part of a focus group for the River Falls Public Library Master Plan.

Present were:

Tanya Misselt	River Falls Public Library, Library Director
Alice Olson	River Falls Public Library, Library Assistant – Marketing
Sally Burkhardt	River Falls Public Library, Library Assistant – Youth Services
Anita Slate	River Falls Public Library, Library Assistant
Jon George	River Falls Public Library, Technical Services
John Parsons	River Falls Public Library, Clerk
Clio McLagan	River Falls Public Library, Library Assistant
Catherine Flowers	River Falls Public Library, Library Assistant
Heather Johnson	River Falls Public Library, Circulation and Services Librarian
Ann Voda	BTR, Project Lead
Rodrigo Lozada	BTR, Project Architect

Summary of Notes

- Staffing – currently there are a minimum of three librarians during weekdays and two on evenings and weekends. Since the pandemic, staffing has been short; everyone is essential for operations of library
 - Usually there is one at the circulation desk, and one in the children’s area. Sometimes there will be a backup.
- Circulation Desk
 - Old service desk was converted to self-checkout; about 80% of patrons use self-checkout
 - Circulation desk has ample storage for equipment, laptops, hot spots, storage for items not part of River Falls Public Library, lost and found
- Work Area
 - AMH was installed during pandemic



900 2nd Ave S #400, Minneapolis, MN 55402 612-332-1234 BTR-Architects.com

BENTZ
THOMPSON
RIETOW

- Functionality inside work area has altered due to AMH, tape used to show directionality and movement on floor, currently functions as needed but very tight
- AMH is loud when operating, especially at night
- Staff entrance door behind
- Manual unload from book drop outside to belt; room with bookdrop has water intrusion, no protection from cold during winter
- Sink with DVD cleaner is part of workflow
- Fax/Copy at service desk – evaluate whether they could be public facing rather than taking up space in work area; does need card access for use
- Limited storage in library, especially in work area; afterthought in design of library
- Outdoor seating for patrons needed? – maybe during summer but there are ample benches plus additional ones to be installed
- Blind spots for librarians in circulation desk include the young adults and the entrance, requires occasional movement to surveil library
- Events taking place at library
 - Elections
 - Play groups on Tuesdays
 - Rentable space – possibly
 - Theatre group/music group
 - Fun Lab in small meeting room – usually in February to March, can be loud though
 - Used to be art gallery downstairs but functionality required additional librarian downstairs – position curtailed prior to pandemic
- Comments on layout of library
 - Need for mud room, no place to undress during winter, long walk from front door to locker room area
 - Locker capacity should be for staff who don't have office space
 - Break room can currently serve about 4-5 max
 - Less than ideal placement for a staff restroom adjacent to break room
 - Location of coiling security gate not ideal, during after-hour events the gate needs to be raised since service area door is right behind; security sensors are non-functional
 - History area underutilized, takes up prominent space
 - Meeting area in children's area underutilized, only used for school gatherings
 - Additional office space at outside near John and Kim's office
 - Storage area for carts in area designated as reading, not ideal but out of necessity

This memo substantially documents the discussion and decisions made in the meeting. Please report additions or corrections to Rodrigo Lozada at (612)-332-1234 or by e-mail to rodrigol@btr-architects.com



900 2nd Ave S #400, Minneapolis, MN 55402 612-332-1234 BTR-Architects.com

BENTZ
THOMPSON
RIETOW

MEETING NOTES

DATE: April 21, 2022

FROM: Rodrigo Lozada

SUBJECT: River Falls Public Library Master Plan
Focus Group - Seniors
BTR Commission # 19046

COMPILED BY: Ann Voda/Rodrigo Lozada

BTR met with library team members as part of a focus group for the River Falls Public Library Master Plan.

Present were:

Tanya Misselt	River Falls Public Library, Library Director
Katie Chaffee	River Falls Public Library Foundation, Outreach
Kristin Newton	St. Croix County Social Services, ADRC Social Worker
Amy Roemhild	St. Croix County Social Services, ADRC Social Worker
Jennifer Smith	City of River Falls, Associate to the City Administrator
Wayne Roen	River Falls Public Library Board, Member
Greg Elliott	Senior Center, Member
Liz Kreibich	Senior Center, Member
Ann Voda	BTR, Project Lead
Rodrigo Lozada	BTR, Project Architect

Use of Library Among Focus Group Members

- Reading the newspapers in the morning
- Bring grandchildren
- Use computer and printing
- Critical resource of internet access
- History Center – not a priority, not really advertised for seniors
- Usage of library varies considerably between those who use it frequently versus not at all

Senior Center Discussion

- Members of Discussion
 - Aging and Disability Resource Center – part of St. Croix County, WI

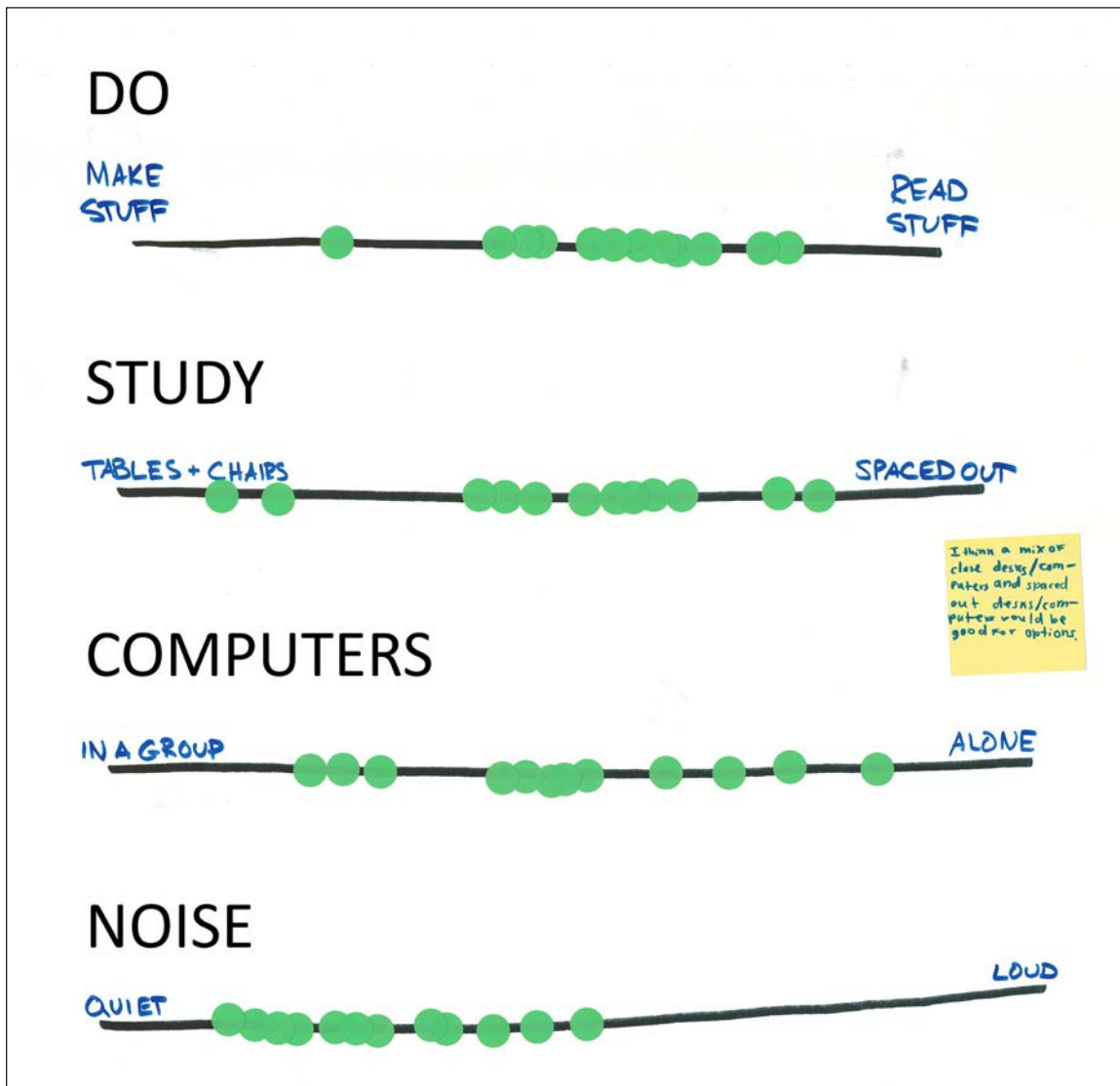


900 2nd Ave S #400, Minneapolis, MN 55402 612-332-1234 BTR-Architects.com

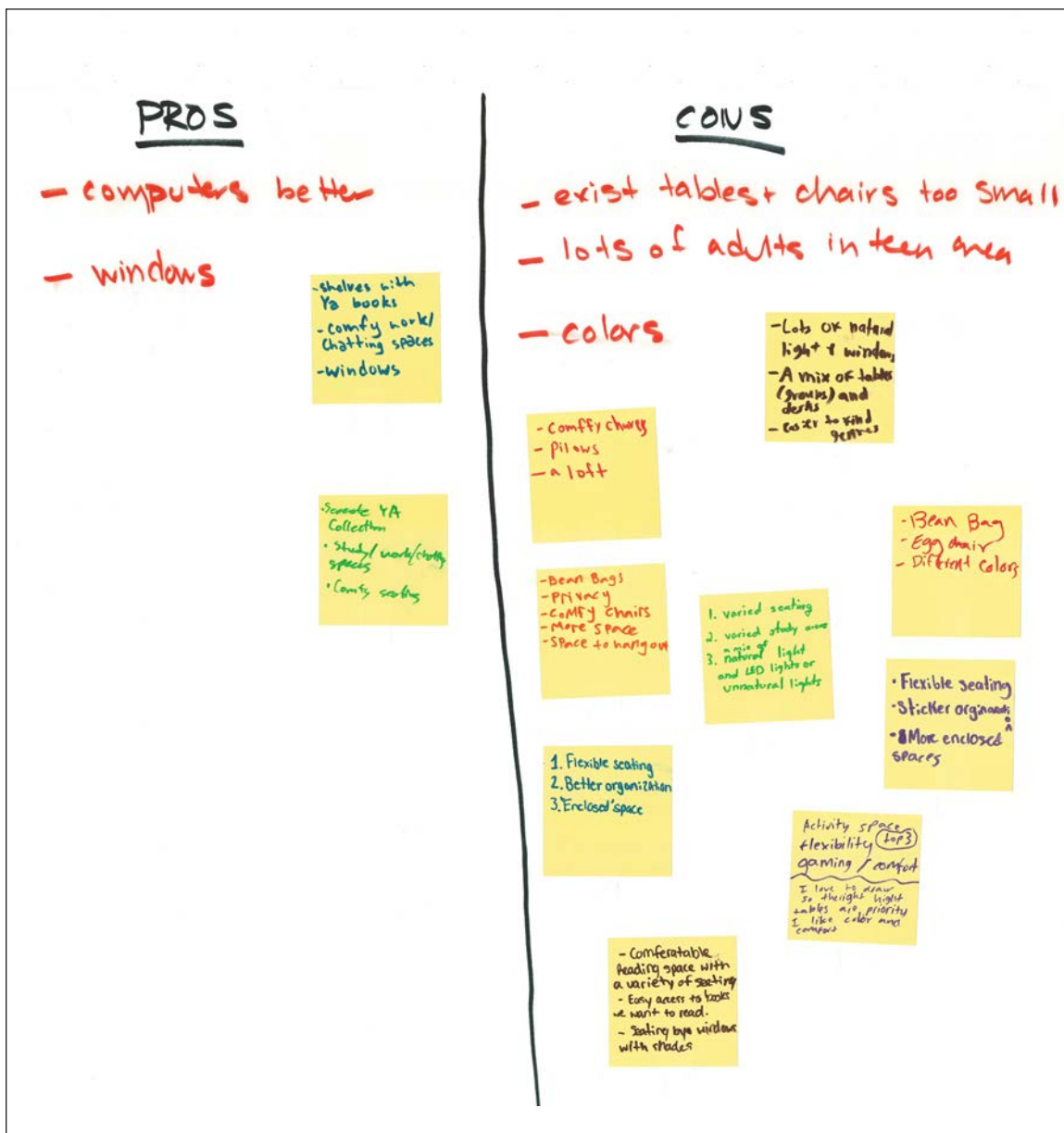
BENTZ
THOMPSON
RIETOW

- River Falls Senior Center – organization that provides activities for seniors, partners for meals on wheels
- Wellhaven Senior Apartments – Senior independent living and assisted living apartment across the street from the library; current host to the senior center
- Several branches of the senior center (example in Baldwin) share a facility with the library; alternatively, facilities are shared with city offices (example in Ellsworth which recently opened)
- Senior Center is looking for technology improvements, potential for research and entertainment options
- Location of Senior Center has floated around in recent years, was under Pierce County for a time
- Senior Center is in transition back to activities recently after two years of the COVID-19 pandemic
- Currently there is a meals program being run at Wellhaven, sponsored by Senior Center and ADRC; current assurances that the meals will not shut down due to COVID, will operate with isolation measures as needed
- River Falls Public Library had a librarian back in 2018 who would go to Senior Center events although there are no staff right now to fill the role; a kit has been made to provide resources at Senior Center events
- Additional 55+ facilities have been constructed recently in River Falls
- Current operations at Wellhaven have benefits (meals program) and limitations (lack of technology)
- Concern with branding of senior center, due to stigmatization and stereotypes (Senior Center in New Richmond rebranding as “Club 55+”)
- ADRC currently has an office at Wellhaven – staffs a nutrition manager
- Senior board – currently can write grants, petition for events
- There is potential for after-hours use of libraries for senior events; also potential for more long-term room booking compared to other groups

This memo substantially documents the discussion and decisions made in the meeting. Please report additions or corrections to Rodrigo Lozada at (612)-332-1234 or by e-mail to rodrigol@btr-architects.com



Teen Focus Group - Spectrum Chart on Library Activity



Teen Focus Group - Spectrum Chart on Library Activity



900 2nd Ave S #400, Minneapolis, MN 55402 612-332-1234 BTR-Architects.com

BENTZ
THOMPSON
RIETOW

MEETING NOTES

DATE: April 26, 2022

FROM: Rodrigo Lozada

SUBJECT: River Falls Public Library Master Plan
Focus Group - Parents
BTR Commission # 19046

COMPILED BY: Ann Voda/Rodrigo Lozada

BTR met with local parents as part of a focus group for the River Falls Public Library Master Plan.

Present were:

Tanya Misselt	River Falls Public Library, Library Director
Kathy Larson	River Falls Public Library, Youth Services Librarian
Jessica Rein	Local Parent
Sarah Truso	Local Parent
Ann Voda	BTR, Project Lead
Rodrigo Lozada	BTR, Project Architect

Items/Programs to Keep:

- Storytime – for various age groups; one of the parents had a kid between age groups although a program for would be coming in the future for in between age groups (between early literacy and teens)
- Big Fun Lab – successful interactive program during the winter months; helps serve a gap with no access to a play area or YMCA locally
- Interactives, technology/STEM items
- Ability to meet, varying types of meeting spaces
- Restroom availability in children's area
- Ability for children to check out their own books
- Access to natural lighting in Children's area, plenty of windows



900 2nd Ave S #400, Minneapolis, MN 55402 612-332-1234 BTR-Architects.com

BENTZ
THOMPSON
RIETOW

Items/Programs to Improve:

- More interesting seating, having some nooks to read with your child
- Allow for creativity in play spaces but not static; built-in interactives are engaging at first use but children would tire of it over time

This memo substantially documents the discussion and decisions made in the meeting. Please report additions or corrections to Rodrigo Lozada at (612)-332-1234 or by e-mail to rodrigol@btr-architects.com



900 2nd Ave S #400, Minneapolis, MN 55402 612-332-1234 BTR-Architects.com

BENTZ
THOMPSON
RIETOW

MEETING NOTES

DATE: May 17, 2022

FROM: Rodrigo Lozada

SUBJECT: River Falls Public Library Master Plan
Work Group Meeting #1
BTR Commission # 19046

COMPILED BY: Ann Voda/Rodrigo Lozada

BTR met with the library work group on the first meeting regarding the River Falls Public Library Master Plan.

Present were:

Tanya Misselt	River Falls Public Library, Library Director
Kathy Larson	River Falls Public Library, Youth Services Librarian
Tom Schwalen	City of River Falls, Facility Maintenance Supervisor
Rebecca Ferguson	River Falls Public Library Board, President
Wayne Roen	River Falls Public Library Board, Member
Whitney Russo	River Falls Public Library Board, Member
Kay Matthews Montgomery	River Falls Public Library Board, Member
Callie Trautmiller	River Falls Public Library Legacy Foundation, Member
Ann Voda	BTR, Project Lead
Rodrigo Lozada	BTR, Project Architect

New Business:

- A schedule update was provided; maintains most of the current milestones
- Opportunity brought up with advertising presence of library from Main Street; potential for outdoor activities
- Concern with lack of activity at bay window of children's area
- Potential wishlist items:
 - Additional study rooms
 - Resumption of gallery functions in lower level
 - Health and wellness activities, exacerbated due to lack of YMCA, other local services
- Discussion with senior program on co-locating programs currently hosted at Wellhaven Senior Center
 - Crossover with additional housing places
 - Concerns with transportation
 - Mix-up with goals of senior center activities



900 2nd Ave S #400, Minneapolis, MN 55402 612-332-1234 BTR-Architects.com

BENTZ
THOMPSON
RIETOW

- Focus group with teens provided significant information about usage of library from very active users; “We should be following [their] lead”; approaches to redesign of teen area should allow for proper design but also should factor in safety
- Could AMH operate at night; major concern with book jams happening at night; current function where books are manually loaded works well
- Important to maintain lines of sight
- Carts and dollies are used frequently; although currently out of storage in the library space they should be stored on the first floor
- Outdoor space – maybe at main street
 - One for staff area not useful, public uses it often
- Next meeting - Community Brainstorming Workshop – 6/28/2022 at 6:30 PM
 - Anticipate at least forty (40) participants from the community to attend

This memo substantially documents the discussion and decisions made in the meeting. Please report additions or corrections to Rodrigo Lozada at (612)-332-1234 or by e-mail to rodrigol@btr-architects.com



900 2nd Ave S #400, Minneapolis, MN 55402 612-332-1234 BTR-Architects.com

BENTZ
THOMPSON
RIETOW

MEETING NOTES

DATE: June 28, 2022

FROM: Rodrigo Lozada

SUBJECT: River Falls Public Library Master Plan
Community Brainstorming Session
BTR Commission # 19046

COMPILED BY: Ann Voda/Rodrigo Lozada

BTR facilitated a community brainstorming session with members of the public regarding the River Falls Public Library Master Plan.

Present were:

Tanya Misselt	River Falls Public Library, Library Director
Rebecca Ferguson	River Falls Public Library Board, President
Wayne Roen	River Falls Public Library Board, Member
Kay Matthews Montgomery	River Falls Public Library Board, Member
Cheryl Maplethorpe	Community Member
Marylin Plansky	Community Member
Helen Schmidt	Community Member
Chris Gatti	Community Member
Christy Gatti	Community Member
Amber Hahn	Community Member
Katie Chaffee	Community Member
Susan Pesheck	Community Member
Ellen Fredrich	Community Member
Betsy Westerhaus	Community Member
Sarah Smith	Community Member
Aleisha Miller	Community Member
Jean Ritzinger	Community Member
Nancy Sculer	Community Member
Meg Starkey	Community Member
Erin Maruska	Community Member
Whitney Rudesill	Community Member
Ryan Hyunh	Community Member
Nick Seebach	Community Member
Nancy Miller	Community Member
Linda Kirk	Community Member



900 2nd Ave S #400, Minneapolis, MN 55402 612-332-1234 BTR-Architects.com

BENTZ
THOMPSON
RIETOW

Bonnie Jones Witthuhn	Community Member
Joyce Breen	Community Member
Lorraine Davis	Community Member
Kit Carruth	Community Member
Tonya Schmitt	Community Member
Mary Steusloff	Community Member
William Hansen	Community Member
Rick Wilson	Community Member
Ann Voda	BTR, Project Lead
Rodrigo Lozada	BTR, Project Architect

New Business:

- The overall group was shown a presentation with basic information on the library, library statistics, and the process of the master plan. Two main questions were asked for input during the meeting.
- Question 1 – What are strengths and challenges of your community and your library?
 - Strengths of Library
 - Diversity of programs at library
 - Children’s programs – although not as much on evenings and weekends
 - Staff – patient and amazing
 - Variety of available programming (author’s visits, diverse populations, art and music programs, reading groups)
 - Availability of programming online (critical during library closure)
 - Open nature of library
 - Active support of sustainability
 - Internet access provided at the library
 - Library collaboration with community groups
 - Availability of meeting room
 - Variety of study spaces (for individuals and groups, community gathering)
 - History center (great for people to learn about River Falls, would be good too as interactive, online)
 - Progressive thinking of library
 - Being able to grow up into library
 - Challenges of library
 - People/groups who don’t care or utilize the library
 - “I don’t need the library”
 - College students (some do use to fill in gap with books not being available at University library)
 - New residents
 - Pre-K parents (before school-library collaboration happens)
 - English as Second Language



900 2nd Ave S #400, Minneapolis, MN 55402 612-332-1234 BTR-Architects.com

BENTZ
THOMPSON
RIETOW

- People experiencing poverty, no transportation access available
- Visually impaired people, especially at media collection
- Being able to access meeting room at non-library hours
- Having a designated teen area
- Outdoor meeting space
- Lowering shelves – maintain access from shelves not at current floor
- Question 2 – What are the programs and services that you want to be offered at the library?
 - Group 1 Content:
 - Appreciate open space, natural light, plants
 - Appreciate children’s space
 - Provide key-code access for meeting space (example was at a local bank that has code access for their community room)
 - Provide better emphasis on STEM programs (coding for children, VR for art and modeling, computers for programming and gaming)
 - Continued access to Wi-Fi
 - Flexible Seating (including sit to stand, wobble board)
 - Book trailers (similar to museums to create interest in content)
 - Provide a nursing/quiet room space
 - Gender neutral restroom
 - Expanded or built out Big Fun Lab
 - Group 2 Content:
 - Gallery – technology solution for security; big exhibits challenging to afford and staff
 - Expanded and more flexible hours – better match to working families
 - Study areas – better infrastructure outlets, ventilation
 - Maintain open feel of the space, two views of shelf height
 - Move historical photos to main areas
 - Teen area – larger and more variety of materials
 - Prioritize newer/broader digital collection
 - Group 3 Content:
 - Unifying and supporting place for the community
 - Include area for contemplative thought
 - Provide larger teen area
 - Improved sound system for the gallery spaces
 - Technology training
 - Tables with chess boards
 - Study Rooms with various sizes
 - Group 4 Content:
 - Revitalization of lower level area and gallery; find ways to creatively use lower level, open gallery
 - Outdoor meeting space, play space, garden



900 2nd Ave S #400, Minneapolis, MN 55402 612-332-1234 BTR-Architects.com

BENTZ
THOMPSON
RIETOW

- Small spaces for small meetings (public, impromptu, no reservations)
- Intro spaces for new technology
- Group 5 Content:
 - Keep or expand book groups, art gallery, children's, teen area, open atrium, large print collection
 - Use natural materials including lights
 - Improve sound system in community room
 - Concern about age of existing elevator
 - Need play area for small children
 - Charging station for devices
 - Small rooms for those working remotely; coffee and conversation space
 - Keep and use gallery and traveling exhibits
 - Have a directory at the entrance of inside space
 - Could teen area move downstairs?
 - Could reference books move down?
 - Children's area should be a high priority
 - Some abridged audiobooks
 - More parking, is disability entry efficient?
 - Jump start to literacy, renew this program

This memo substantially documents the discussion and decisions made in the meeting. Please report additions or corrections to Rodrigo Lozada at (612)-332-1234 or by e-mail to rodrigol@btr-architects.com



900 2nd Ave S #400, Minneapolis, MN 55402 612-332-1234 BTR-Architects.com

BENTZ
THOMPSON
RIETOW

MEETING NOTES

DATE: July 19, 2022

FROM: Rodrigo Lozada

SUBJECT: River Falls Public Library Master Plan
Work Group #2
BTR Commission # 19046

COMPILED BY: Ann Voda/Rodrigo Lozada

BTR met with the library work group on the second meeting regarding the River Falls Public Library Master Plan.

Present were:

Tanya Misselt	River Falls Public Library, Library Director
Kim Kiiskinen	River Falls Public Library, Reference and Technology Librarian
Heather Johnson	River Falls Public Library, Adult Services and Circulation Librarian
Tom Schwalen	City of River Falls, Facility Maintenance Supervisor
Rebecca Ferguson	River Falls Public Library Board, President
Wayne Roen	River Falls Public Library Board, Member
Kay Matthews Montgomery	River Falls Public Library Board, Member
Callie Trauttmiller	River Falls Public Library Legacy Foundation, Member
Ann Voda	BTR, Project Lead
Rodrigo Lozada	BTR, Project Architect

New Business:

- A schedule update was provided; maintains most of the current milestones
- Takeaways from Community Brainstorming Session
 - Helpful information although most of audience skewed older or have considerable involvement with library; younger and diverse voices would have helped
- Takeaways from various library and bookstore site visits
 - Feeling of place is very strong at the libraries although there was a contrast to seeing elements live versus in staged images
 - Many libraries have continuous and full row of stacks, can be intimidating
 - Library staff should have some clarity on how design operates, should be implemented in post-construction
 - Places with teen areas still had issues with adults using space



900 2nd Ave S #400, Minneapolis, MN 55402 612-332-1234 BTR-Architects.com

BENTZ
THOMPSON
RIETOW

- Bookstores provide unique but haphazard approach to book organization, may be for marketing purposes
- Program Space Needs – discussion on various areas of the library on major program needs that should be considered for the master plan:
- Public Entry and Lobby
 - Relocation of janitor's closet to area near meeting room is a great idea; frees up space for creation of family restroom
 - No current need for display case; a more efficient one can be considered to have available in the future
 - Storage is desperately needed in first floor; good consideration of carving portion of meeting room for storage but presents some issues:
 - Noise of carts at tile floor in lobby
 - Elimination of prime real estate; larger events get use of additional space
 - Security barrier was originally designed correctly but installed incorrectly; definitely a focus to repair
 - Consideration should be made to explore use of glass sliding doors for entry; better for accessibility purposes
 - Flyers are currently stored on both sides of vestibule, could be made more efficient?
- Service Area
 - Current workroom is not big enough, need for additional workspace for clerks and to maneuver with carts in space
 - There are concerns with moisture and weather intrusion with book drop; potential to improve with removing enclosed walls
 - Workspace for clerks needed near AMH
- Information Services
 - Open to idea of reforming information desk to better integrate with flow of traffic, angled approach. Not open to putting information desk at center of library (similar to other library examples) or have a split approach with the information desk.
 - Computers and media could be located in central area in middle, where holds are currently located.
 - If service desk were to move to center or away from current location, consideration to move holds to that location in order to provide easy access
- General Space (Adult)
 - Line of sight is important to maintain clear, open feeling and is very compelling feature
 - Three tables near bay window in center are underutilized, could be removed for additional stack space
 - There is a need for additional furniture with charging stations available throughout the library
- Teen Space
 - Compelling move to relocate teen area to area currently occupied by media area
 - Previous consideration to occupy area in conference room to allow for window access to teen area – not considered
 - Window space was a top consideration for teen area; lack of window can be supplanted by other hang out areas
- Children's Area – no further comment on options shown



900 2nd Ave S #400, Minneapolis, MN 55402 612-332-1234 BTR-Architects.com

BENTZ
THOMPSON
RIETOW

- Meeting Area
 - There is a need for additional 2-4 person study rooms, some 4-6 study rooms
 - Existing study rooms have poor ventilation, need to be evaluated by MEP
- Lower Level/Gallery
 - Idea can be explored with punching hole into lower level, open up connection with library level
 - Glass door for gallery space appealing but there is need for overflow space all the way to the back of the room; could be movable but would also supplant existing movable partition that is rarely used
- Outdoor Meeting Spaces
 - Potential use of space along Main Street could be considered; loud and unappealing during afternoon with direct sun
 - Larger option with expanding zone 1 into parking lot and using zone 3 lot to create new parking entrance
- Next meeting – Work Group Meeting #3 – 8/30/2022 at 6:30 PM

This memo substantially documents the discussion and decisions made in the meeting. Please report additions or corrections to Rodrigo Lozada at (612)-332-1234 or by e-mail to rodrigol@btr-architects.com



900 2nd Ave S #400, Minneapolis, MN 55402 612-332-1234 BTR-Architects.com

BENTZ
THOMPSON
RIETOW

MEETING NOTES

DATE: September 6, 2022

FROM: Rodrigo Lozada

SUBJECT: River Falls Public Library Master Plan
Work Group #3
BTR Commission # 19046

COMPILED BY: Ann Voda/Rodrigo Lozada

BTR met with the library work group on the third meeting regarding the River Falls Public Library Master Plan.

Present were:

Tanya Misselt	River Falls Public Library, Library Director
Kim Kiiskinen	River Falls Public Library, Reference and Technology Librarian
Heather Johnson	River Falls Public Library, Adult Services and Circulation Librarian
Tom Schwalen	City of River Falls, Facility Maintenance Supervisor
Rebecca Ferguson	River Falls Public Library Board, President
Wayne Roen	River Falls Public Library Board, Member
Kay Matthews Montgomery	River Falls Public Library Board, Member
Callie Trautmiller	River Falls Public Library Legacy Foundation, Member
Jon George	River Falls Public Library, Technical Services Librarian
Whitney Rudesill	River Falls Public Library Board, Member
Ann Voda	BTR, Project Lead
Rodrigo Lozada	BTR, Project Architect

New Business:

- A schedule update was provided; maintains most of the current milestones
- Takeaways from Community Brainstorming Session
 - Helpful information although most of audience skewed older or have considerable involvement with library; younger and diverse voices would have helped
- Takeaways from various library and bookstore site visits
 - Feeling of place is very strong at the libraries although there was a contrast to seeing elements live versus in staged images
 - Many libraries have continuous and full row of stacks, can be intimidating
 - Library staff should have some clarity on how design operates, should be implemented in post-construction



900 2nd Ave S #400, Minneapolis, MN 55402 612-332-1234 BTR-Architects.com

BENTZ
THOMPSON
RIETOW

- Places with teen areas still had issues with adults using space
 - Bookstores provide unique but haphazard approach to book organization, may be for marketing purposes
- Program Space Needs – discussion on various areas of the library on major program needs that should be considered for the master plan:
- Public Entry and Lobby
 - Relocation of janitor's closet to area near meeting room is a great idea; frees up space for creation of family restroom
 - No current need for display case; a more efficient one can be considered to have available in the future
 - Storage is desperately needed in first floor; good consideration of carving portion of meeting room for storage but presents some issues:
 - Noise of carts at tile floor in lobby
 - Elimination of prime real estate; larger events get use of additional space
 - Security barrier was originally designed correctly but installed incorrectly; definitely a focus to repair
 - Consideration should be made to explore use of glass sliding doors for entry; better for accessibility purposes
 - Flyers are currently stored on both sides of vestibule, could be made more efficient?
- Service Area
 - Current workroom is not big enough, need for additional workspace for clerks and to maneuver with carts in space
 - There are concerns with moisture and weather intrusion with book drop; potential to improve with removing enclosed walls
 - Workspace for clerks needed near AMH
- Information Services
 - Open to idea of reforming information desk to better integrate with flow of traffic, angled approach. Not open to putting information desk at center of library (similar to other library examples) or have a split approach with the information desk.
 - Computers and media could be located in central area in middle, where holds are currently located.
 - If service desk were to move to center or away from current location, consideration to move holds to that location in order to provide easy access
- General Space (Adult)
 - Line of sight is important to maintain clear, open feeling and is very compelling feature
 - Three tables near bay window in center are underutilized, could be removed for additional stack space
 - There is a need for additional furniture with charging stations available throughout the library
- Teen Space
 - Compelling move to relocate teen area to area currently occupied by media area
 - Previous consideration to occupy area in conference room to allow for window access to teen area – not considered
 - Window space was a top consideration for teen area; lack of window can be supplanted by other hang out areas



900 2nd Ave S #400, Minneapolis, MN 55402 612-332-1234 BTR-Architects.com

BENTZ
THOMPSON
RIETOW

- Children's Area – no further comment on options shown
- Meeting Area
 - There is a need for additional 2-4 person study rooms, some 4-6 study rooms
 - Existing study rooms have poor ventilation, need to be evaluated by MEP
- Lower Level/Gallery
 - Idea can be explored with punching hole into lower level, open up connection with library level
 - Glass door for gallery space appealing but there is need for overflow space all the way to the back of the room; could be movable but would also supplant existing movable partition that is rarely used
- Next meeting – Work Group Meeting #3 – 8/30/2022 at 6:30 PM

This memo substantially documents the discussion and decisions made in the meeting. Please report additions or corrections to Rodrigo Lozada at (612)-332-1234 or by e-mail to rodrigol@btr-architects.com



900 2nd Ave S #400, Minneapolis, MN 55402 612-332-1234 BTR-Architects.com

BENTZ
THOMPSON
RIETOW

MEETING NOTES

DATE: March 20, 2023

FROM: Rodrigo Lozada

SUBJECT: River Falls Public Library Master Plan
Work Group #5
BTR Commission # 19046

COMPILED BY: Ann Voda/Rodrigo Lozada

BTR met with the library work group on the fifth meeting regarding the River Falls Public Library Master Plan.

Present were:

Tanya Misselt	River Falls Public Library, Library Director
Kim Kiiskinen	River Falls Public Library, Reference and Technology Librarian
Kathy Larson	River Falls Public Library, Youth Services Librarian
Heather Johnson	River Falls Public Library, Adult Services and Circulation Librarian
Tom Schwalen	City of River Falls, Facility Maintenance Supervisor
Rebecca Ferguson	River Falls Public Library Board, President
Wayne Roen	River Falls Public Library Board, Member
Kay Matthews Montgomery	River Falls Public Library Board, Member
Callie Trautmiller	River Falls Public Library Legacy Foundation, Member
Jon George	River Falls Public Library, Technical Services Librarian
Whitney Rudesill	River Falls Public Library Board, Member
John Thompson	IFLS Library System Director
Ann Voda	BTR, Project Lead
Rodrigo Lozada	BTR, Project Architect

New Business:

- A schedule update was provided; maintains most of the current milestones
- Discussion of updated floor plan,
 - Confirmation was made from a building official that the walls surrounding the existing book drop can be removed
 - Concern about placement of shelves and furniture in center atrium, clarification that these items are for inventory purposes and can move around as needed
 - Comment on AV collections, when library opened it was at several thousand, currently around 12,000 volumes



900 2nd Ave S #400, Minneapolis, MN 55402 612-332-1234 BTR-Architects.com

BENTZ
THOMPSON
RIETOW

- Response to updated floor plans and integrated scheme
 - Kim – there are good ideas with merit to opening library up, but there are also clear tradeoffs to losing space in gallery
 - Heather – there would be no circulating collection downstairs with integrated scheme, would be interesting to create mezzanine above with a plaza; access to outside would improve library, needs to be seen as a clear community asset
 - John – people take up more space than the collections
 - Kathy – “wow” factor for library can be dealt with using improved paint and finishes
 - Additional investigation should be made into adding gender-neutral restrooms once project comes online, at a location away from the children’s area (or in addition to the restroom in the children’s area)
 - Kay – gallery should be a focus for the local community
 - Wayne – balance is needed between the collection size versus the community space, concept has merit but the gallery question has still not been answered yet
- Library Board and Foundation to support moving forward with recommendations in master plan
- BTR to present final presentation to the Library Board at the May meeting.

This memo substantially documents the discussion and decisions made in the meeting. Please report additions or corrections to Rodrigo Lozada at (612)-332-1234 or by e-mail to rodrigol@btr-architects.com



OTHER CONCEPTS CONSIDERED

During the investigative process of the master plan, a challenge was presented to provide an integrated scheme that would connect both floors of the library. Currently, the library floor and the gallery floor are only connected via an elevator and stairwell near the entry and both floors function completely independent from each other. The rendering above and the floor plans on the following page demonstrate a concept where a large opening is placed on the floor, connecting the reading space on the west of the library with the gallery room below. A stairwell and an elevator provide vertical circulation to the two spaces within the library and outside, providing additional accessible and functional connectivity.

Although there were merits to this design concept, concerns were brought up including the following:

- The expense of cutting through an existing floor
- The expense of a second elevator including the maintenance
- The loss of valuable shelving and library programming space above, and some meeting space below
- Acoustical concerns between the two floors

