

**Morristown & Morris Township Library**  
**Library Board of Trustees**  
**February 24, 2024 Board Retreat**

Agenda

- I. Call to Order / Statement of Adequate Notice under Open Public Meetings Act
  
- II. Building Plan, Ideas – Bob Russell, HMR Architects
  - A. Construction of additional Study Rooms and logistics involved
  - B. Creating a welcoming entrance to the Library
    1. The South Street entrance “Tower” renovations
      - a. Leak prevention/HVAC
      - b. Enclosure and beautification
      - c. Renovation of the Treasure Room
    2. Modifications to the Circulation Room
      - a. Shelving, millwork, catwalk
      - b. Display Screen, collection displays, furniture
    3. Landscape Plan and incorporation into Building Plan
    4. Wayfinding Signage
  - C. “Dead Space” Ideas – area above Reference, non-fiction wing, etc.
  - D. Longer Range Planning
    1. Planning for future of the Media wing
    2. Reallocation of space within the Library
    3. Collection Space/Shelving needs (YA, History Center, Children’s)
    4. Sustainability Efforts – solar panels, etc.
    5. Maintenance Plan update/potential future maintenance projects
      - a. Building systems, age, replacement date, potential costs
      - b. Elevator
      - c. HVAC
      - d. HVAC insulation
  - E. Building Plan – next steps, format, end product, etc.
  - F. Recap and review
  
- III. Public Comment
  
- IV. Organizational Chart and Director Goals

Notes: