

## FACILITIES AND EQUIPMENT – APPENDIX F

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Do your facilities and equipment support the full range of your services? Facilities and equipment are designed to carry out the full range of services to meet the needs of the community as determined by the library's long-range plan. Facilities need to allow for flexibility of service, for growth, and for changing priorities in service. Libraries that are conveniently and visibly located, accessible to all members of the community, comfortable, and safe invite users inside to take advantages of library services.

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### Facilities & Building Resources

#### Facilities

- [Equipment and Facilities Management Wiki of the American Library Association](#)
- [Facility Planning Section of Libris Design, a library facility-planning database](#)
- *Managing Facilities for Results: Optimizing Space for Services* by Cheryl Bryan. Chicago: PLA, 2007.

#### Buildings

- *Checklist of Library Design Considerations* by William Sannwald. Chicago, ALA 2009.
- [Public Library Space Needs, a planning outline developed by the Wisconsin Department of Instruction](#)

#### ADA

- *Library Buildings, Equipment & the ADA*. ALA, 1996. (netLibrary ebook)
- [ADA Accessibility Guidelines for Buildings and Facilities \(ADAAG\)](#)
- [ADAAAG Internal Signage and Seating](#)

#### Disaster Planning

- Council of State Archivists (CoSA) [Emergency Preparedness Initiative](#)
- CoSA [Pocket Response Plan](#)

#### Additional Resources

- [Facilities - PDF](#)
- [Structural Design - PDF](#)
- [Infrastructure - PDF](#)
- [Space Allocation - PDF](#)

- [Public Safety - PDF](#)
- [User Support - PDF](#)
- [Furniture, Furnishings, Equipment - PDF](#)
- [Building Maintenance - PDF](#)
- [Staff Support - PDF](#)

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