

Space Planning Advisory Team

(fondly known as **SPAT**)

SPAT reflector: lib-spat@umail.umd.edu

URL: <http://www.lib.umd.edu/groups/spat/spat.html>

Minutes for May 5th 3:00 pm

In Attendance: Roy Alvarez, Yvonne Carignan, David Cooper, Mary Dalto (recording), Judy Dillon, Lori Goetsch, Kevin Hammett, Vin Novara, Marianne Ryan, Debbi Stefany, Jane Williams

Absent: Carleton Jackson



Wallenstein collection, issues, brainstorming and developing options.

Guest: Yale Fineman from PAL.

Yale gave background information on the collection: It was a gift of 28,000 orchestral scores and parts (1930's and 40's) from WOR Radio Stations in New York City from Alfred Wallenstein to University of Maryland. There is no documentation of expectations and requirements for this collection by its donor. At this time it can only be accessed via cards with accession numbers. There are approximately 107 -18"wx30"dx57"h filing cabinets now stored in the attic of Hornbake Library, housed there since 1995/96. While the collection appears in good shape, it could quickly be overcome by mold (and may currently be, but in a dormant stage) if the humidity is high over the summer months. The attic has no humidity control, nor operable lights (Update: Roy saved the day, lights are now working). There are also some additional health issues from the Police facility built into the space. Yale and Yvonne feel it is imperative we move this collection into a better environment.

The Ideal would be a location for about 2 or so years that would allow assess put into a database, sort into "collections or categories", evaluate. This would require space to sort and process.

Yale would need to assess the whole collection (about 6 months) before he goes through the process to get "Grant" funding. The Grant would include funds for catalogers, materials, preservation, etc.

The collection seems to be broken into categories of Classical Music (1920s) scores, etc., Popular Music scores, etc. (about 30-40% of the collection) of live performances (from 1930's - 1940s at pre disc stage of Broadcasting), Rare pieces, published editions (such as what was requested in an email from Wisconsin), and bound vocal parts or other (where there is a quantity) that could be weeded. The collection could be split and stored, but after accessing, weeding and processing.

The Facts:

- Approximately 107 - 18w"x30"dx57"h filing cabinets.
- Each cabinet takes 3.75 sq. ft. X 107 cabinets = 401sq ft.
- 107 cabinets take up 161 linear feet X 3 feet for access = 482 ft
- Cabinet space + access space (401 + 482) = 833 sq ft.
- Approximately 833 sq. ft is required to store collection (space for sorting and processing not included).
- Sorting and processing area approximately 100+ sq ft. This area would have tables to sort, box, computer, etc.
- Collection needs to move before summer to prevent further damage.
- Libraries have no permanent, long-term (2+ years), secure space at this time.
- Short-term space (6 months or so) in Hornbake until construction begins on the Ground and Fourth floors.

Possible Costs anticipated:

- Move Wallenstein Collection out of the Attic of Hornbake to another building, Est: \$4,320.
- Storage of materials, off site Est.: \$3 sq. ft annually based on Cole Field House rental prices.
- Materials and supplies: Software to create database, archival boxes, folders, etc. Est: undetermined at this time
- Labor to process and catalog. Est: undetermined at this time
- 2nd Move costs, if necessary, to move materials from a temporary to a permanent location approx. **\$4,000.**
- Preservation of damaged materials.

Possible Options:

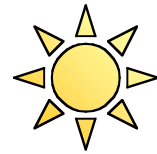
1. **CSPAC** hallway to loading dock; very wide and long; may allow for storing 2 deep. It is public space so cabinets would require security of some fashion. There is more potential for theft, but may get more interest and support in assessing and funding since most interested parties live in that building. There would not be space for processing at the location. Vin will check.
2. **Basement of McKeldin**, once the card catalog is removed, this may or may not be sufficient space. Could not store on both sides of hall as card catalogs are currently stored, filing cabinets are almost twice as deep. It is public space so cabinets may require securing at some expense. There would be no space for processing nearby. Card catalog cabinets would require recycling all cards, before Terrapin Trader picks up. Unknown timing of this project and labor support for removal of cards. Decision on fate of card catalog required by LEC.
3. **Ground Floor of Hornbake maybe old WAM Lab**, 6 months only - would allow finite time for assessing. Would require deciding on and moving to another location before construction can begin.

4. **Hornbake Ground floor in area now occupied by EPSL shelving.** Shelving would have to be removed which would be an expense. Other collections in areas of the Ground Floor and perhaps the fourth floor by need to be stored there during construction. There may be a space limitation. Decisions on fate of current stored collections and EPSL storage needs would be required by LEC or other authorized parties.



Prepare a memo on Options for Wallenstein Collection

Mary will write a draft and forward to SPAT for feedback.



SPAT UPS! Website now has Minutes from two meetings listed.



Next several meetings:

Monday May 12th NOTE: Bumped by LFA meeting, NO meeting.

Monday May 19th in Room 6107: Prepare report.

Monday May 26th: Memorial Day, no meeting. Feel free to take a PAID day off!

