

TELEPHONE CONVERSATION WITH MR. PETERSON OF JUNE 9TH, 1958 ABOUT DESIGNS
FOR A SERVICE DESK

MSH asked if we could possibly have six feet between the shelves and the inside top of the service desk without disturbing the architectural balance. Pointed out that this had been mentioned in our meeting of February 12 when we were discussing location of the service desk.

Said that it was good that the shelves were 10' deep and that the desk has 28" width. Asked Mr. Peterson about the desk being not directly on the floor, but how much space there would be between the floor and the bottom of the desk. He said about 6"-10". MSH pointed out the unattractiveness of feet under the desk. Mr. Peterson said that there would have to be at least 8" so that mops and waxers could get at the floor under the desk. He said that we would have about 20" from the top of the desk to the bottom to use for cupboard and shelf space.

MSH asked about lift-up top at the south end as the exit from the service area. She felt this would be very unhandy. Mr. Peterson felt that architecturally we needed that surface between the desk and the wall. He pointed out that the counter could be moved out and swung back against the clock section of the wall and would stay whilst book trucks were being pushed through.

MSH asked about the handiness of having the clock on the wall facing the entrance and that it might be more useful if it were facing the reading room. Mr. Peterson pointed out that there was practically no wall space on the reading room side where the clock would not be obscured by stacks.

MSH asked about the amount of shelf space for reserve books and

was assured that there were 72 linear feet.

MSH told Mr. Peterson that our present charging "Machine" was a blotter and a pencil and that we proposed to continue with the same system and that it wouldn't be necessary to be too anxious about the charging area arrangements.

Mr. Peterson asked that we send on notes about the kind of supplies that would be kept at the desk and the arrangement of areas that were felt would be useful.

In regard to the extra space between the desk and the shelves Mr. Peterson said that this could be arranged but it would mean that there would be less space between the desk and the entrance and stairwell walls. He figured that it would be about 9' of corridor space.

NOTES

It would be desirable to have the desk set on the floor and I am wondering if ^{an} ~~the~~ allowance for toe-space on the entrance side wouldn't help answer Mr. Peterson's argument that the solid desk would be too dominating an architectural feature. If the desk is ~~off~~ the floor it means extra trouble for the janitor. Mr. McGuire, Supt. of Buildings and Grounds, points out that the janitor would have to get down on his hands and knees to clean around the standards. From the staff point of view it would also seem that we might be spending quite a lot of time on our hands and knees, retrieving dropped pencils, book cards, waste material that didn't quite make the wastepaper basket and so forth. There is the added problem of feet under the desk which in relaxed moods are not always very attractive, and particularly in the summer when the student assistants appear in bare feet and sandals. Not all feet are attractive.