



June 16, 2023

APPROVED  
JUNE 16, 2023  
BOARD OF TRUSTEES  
MICHIGAN STATE UNIVERSITY

**MEMORANDUM**

**To:** Committee on Budget and Finance  
**From:** Daniel Bollman *Daniel J. Bollman*  
Vice President for Strategic Infrastructure Planning and Facilities  
**Subject:** **Authorization to Proceed**  
MSU Main Library – Special Collections - Renovate Third Floor and HVAC Updates

**RECOMMENDATION**

The Trustee Committee on Budget and Finance recommends that the Board of Trustees authorize the Administration to proceed with renovations of the third floor of the Main Library to better preserve vital MSU special collections.

**RESOLUTION**

BE IT RESOLVED, that the Board of Trustees of Michigan State University hereby authorizes the Administration to proceed with the project titled "MSU Main Library – Special Collections – Renovate Third Floor and HVAC Updates" with a project budget of \$13.8 million.

**BACKGROUND**

The Stephen O. Murray and Keelung Hong Special Collections is one of the world's foremost collections of distinct materials scoped in popular culture, radicalism, Michigan authors, culinary materials, and rare books. Together the collections hold over 450,000 printed works, numerous manuscripts and archival collections, and an extensive collection of ephemera. The collection is valued at approximately \$150 million.

The Special Collections has outgrown its location in the basement of the Main Library. Relocating the collections to the third floor will provide opportunity for processing the materials received as well as allowing researchers, students, and instructors to better engage with the collection of unique and rare materials.

Located in the basement of the Main Library, the collections are in a floodplain and within space with an inadequate HVAC system for humidity and climate control for material preservation, putting the unique materials at risk.



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**Description of Project:**

The project will include renovation of the third-floor East Wing of the Main Library to provide necessary improvements for proper temperature and humidity control necessary for long-term preservation. The work will include environmental separation and isolation from the exterior building envelope, mechanically isolated to support stringent temperature and humidity controls; relocation of existing shelving and installation of new compact shelving; and workspace for professional staff, librarians, and archivists. Coordinated capital renewal improvements include replacement of supporting penthouse air-handling units and fourth-floor HVAC improvements.

The Main Library is on West Circle Drive in the north academic district.

**Communication Feedback:**

Members of the campus community had opportunities to provide feedback during the planning phase. Any concerns they expressed were addressed in the project design phase.

As construction proceeds, the schedule will be shared with the campus community.

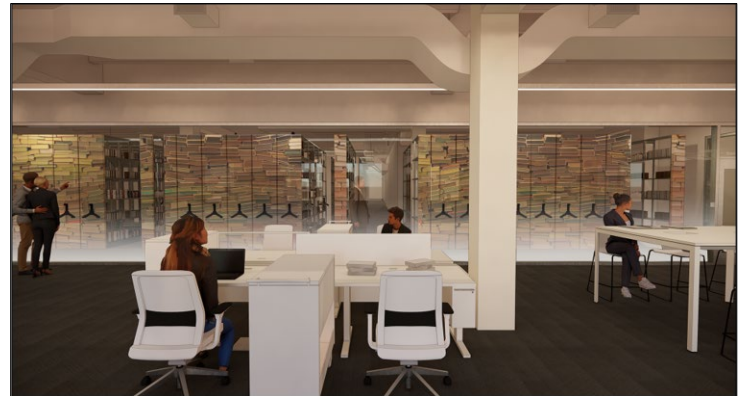
**Project Cost and Timetable**

The budget for this project is \$13.8 million. The project will be funded by gifts to the MSU Libraries, including the generous gift from Keelung Hong that named the “Stephen O. Murray and Keelung Hong Special Collections.” Additional funding will come from capital renewal and energy conservation measure resources, other library funds, and Facility Reserve.

Construction will commence in June 2023 with substantial completion expected in August 2024.

cc: Board of Trustees, T. Woodruff, T. Jeitschko, N. Beauchamp, M. Woo, S. Fletcher, M. Zeig, B. Quinn, V. Gore, L. Frace, K. Tobin, T. Miller, B. Kranz, M. McCabe, L. Gremel, A. Taneja, J. Andrews, K. Oosterhoff, A. Gibson

Renovations would put MSU Libraries' special collections in a space with better environmental controls for long-term preservation.



## REASON FOR PROJECT

The Stephen O. Murray and Keelung Hong Special Collections are now housed in the basement of the Main Library in space that does not have an adequate heating, ventilation and air conditioning (HVAC) system for maintaining proper temperature and humidity control.

## PROJECT BACKGROUND

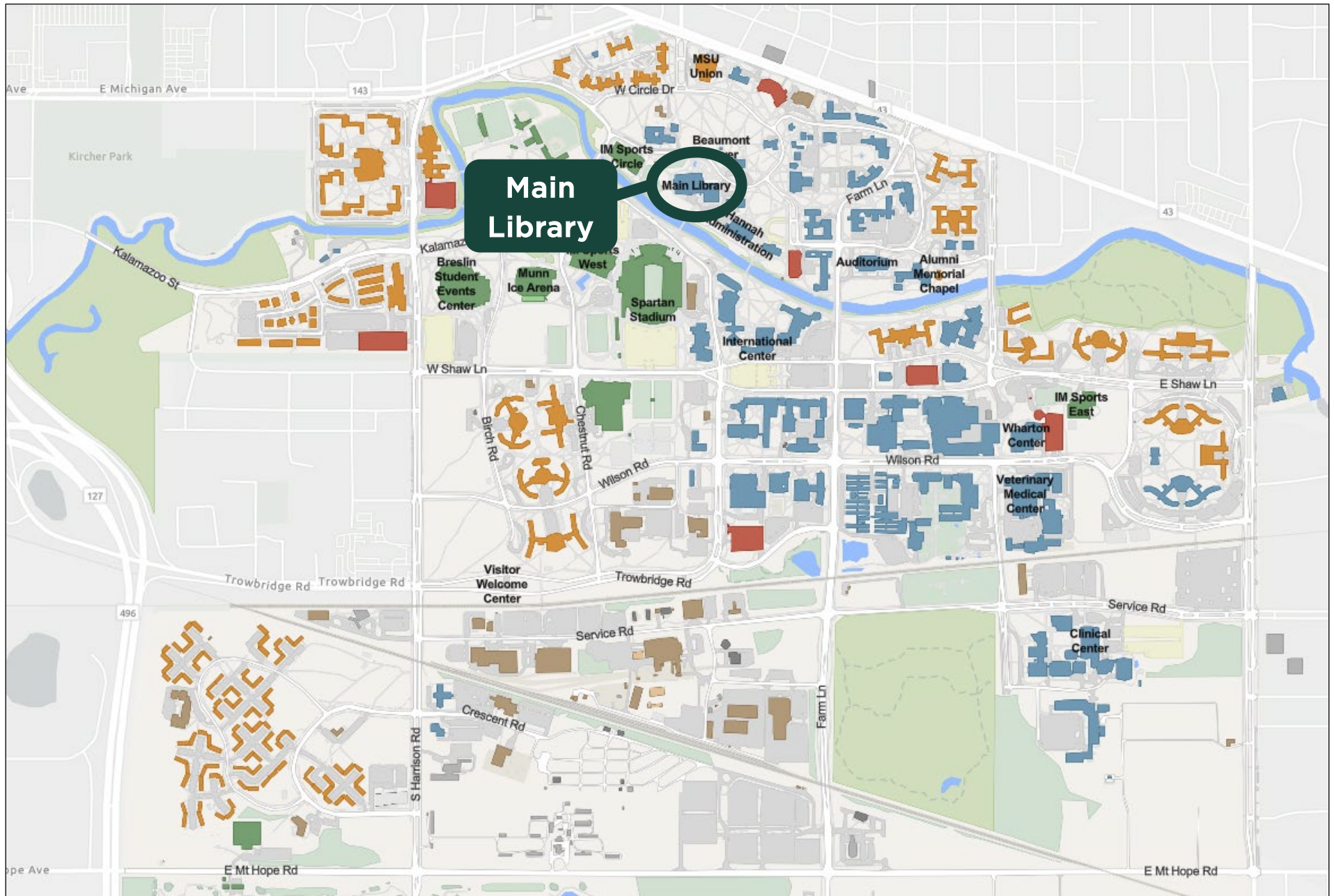
- MSU Libraries possesses one of the world's foremost collections that range from popular culture and radicalism to Michigan authors, culinary materials, and rare books. It holds more than 450,000 printed works.
- The existing special collections storage space lacks the capacity to support collection growth as well as processing, work and viewing areas. It also lies within the Red Cedar River's 100-year floodplain.
- The project would renovate the Main Library's third floor and include environmental separation and isolation from the exterior building envelope. It would relocate existing shelving and install new compact shelving, and provide new workspaces for professional staff, librarians, and archivists.

## POINTS FOR CONSIDERATION

- The special collections are valued at about \$150 million.
- Additional capital improvements would include replacement of supporting penthouse air-handling units and fourth-floor HVAC improvements.

## FUNDING PLAN

The \$13.8 million project would be funded by gifts to the MSU Libraries, including the generous gift from Keelung Hong that named the "Stephen O. Murray and Keelung Hong Special Collections." Additional funding will come from capital renewal, energy conservation measure resources, other library funds, and Facility Reserve.











**Main Library  
Third-Floor  
Renovations**