



**To: Library Board**

**Fr: Alanna Maddox, Circulation Supervisor**

**May 20, 2026**

**Re: Wauwatosa Public Library Foundation Support Request: Signage**

**Purpose/Need**

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New signage for adult library study rooms, conference rooms, the Library of Things room, and open hold shelves.

**Background**

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New signage is needed for the study rooms, the conference rooms, the open holds shelves, and the Library of Things room.

There is currently no signage for the Library of Things room and the signage for the other areas are worn and dated. We are modeling our signage off of the recent signage additions to the Children’s department and look forward to having clear, consistent indicators of these well-used areas of the library.

- Study and conference rooms
  - Small signs that identify the room number and are attached to the window of the room.
- Open hold shelves and Library of Things room
  - Wall signage above each area to increase visibility. This is similar to the signage installed in the Children’s Library.

**Project Costs**

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Study Rooms 1-6, Conference Rooms A and B	\$265
Holds shelves and Library of Things room	\$1,642

**Project total: \$1,907**

**Recommendation**

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A motion for the Library Board to approve submitting the proposal to the Wauwatosa Public Library Foundation Board for consideration.