



## NAMING OF LIBRARY FACILITIES & COLLECTIONS

June 8, 2015

The Rapid City Public Library Board of Trustees recognizes that the naming or renaming of library facilities, areas within a facility or separate collections is a complex and, at times, emotional process. Naming or renaming of facilities can be a source of confusion for the public, and also requires an understanding of what level of service or contribution would qualify for naming consideration. The Library Board also recognizes the City of Rapid City's [Policy on Naming/Renaming of Parks and/or Recreational Facilities](#), adopted by the Rapid City Council on April 16, 2007.

The Rapid City Public Library Board of Trustees reserves the right to name or rename library facilities, areas or collections for circumstances that best serve the interests of library users and of the city. The Library Board will consider naming requests within the following categories:

- Outstanding individuals – to acknowledge the sustained contribution made by individuals to the library
- Major gifts – monetary or capital donations may warrant consideration for naming requests:
  - Donation of land for a library facility
  - Contribution of a minimum of 60% to a capital construction project
  - Single or combined monetary donations amounting to \$500,000 during a three-year period

In consideration for naming or renaming a library facility, the following principles will be taken into account, either individually or collectively. Any proposed naming or renaming will:

- Engender a strong positive image
- Have historical, cultural, or social significance for future generations
- Have broad public support
- Commemorate places, people, or events that are of continued importance to the city
- Shall not result in undue commercialization of the library if it accompanies a financial gift

All requests for naming or renaming will be submitted in writing to the Director of the Rapid City Public Libraries. Upon receipt of such a request with relevant supporting documentation, the Rapid City Public Library Board of Trustees will consider the request and accept public comment. The Library Board's decision to allow or disallow naming or renaming will be considered as final.

June 8, 2015  
RCPL Board of Trustees