



**DOWNTOWN LIBRARY**  
 610 QUINCY ST. | RAPID CITY, SD 57701 | 605.394.4171

**NORTH PARTNER LIBRARY**  
 10 VAN BUREN ST. | RAPID CITY, SD 57701 | 605.716.4098

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Date: December 14, 2020  
 To: Rapid City Public Library Board of Trustees  
 From: Terri Davis, Director  
 Re: Revenue review

**Recommendation:** Make no changes at this point, but continue to monitor revenue streams.

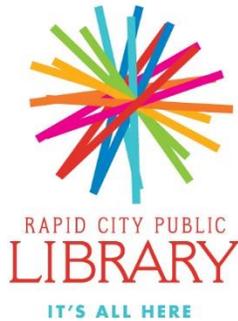
**Summary:** From 2016 through November of 2020, fines and non-resident fee revenues have declined. Revenue from replacement library cards has also dropped off, as that fee was eliminated in November 2019. Based on extrapolated figures for a ‘normal’ 2020, revenue from makerspace fabrications has increased. Revenue from meeting room fees and printing has remained approximately the same.

**Review details:**

Fines:

- 3.5% decrease from 2016 to 2017
- 42% increase from 2017 to 2018
  - Use of a library-focused collection agency began in late 2018
- 33% decrease from 2018 to 2019
  - However, 2019 fines revenue was on par with 2017
  - Automatic renewals were implemented in April 2019
  - Fines were removed from children’s materials June 1, 2019
- 75% decrease from 2019 to 2020
  - During the Covid-related closure, due dates on materials were extended as a convenience
  - If extrapolated for a ‘normal’ year in terms of service hours and visitor numbers, the decrease would be 50%
- Outstanding fines (not including lost item charges) are:

	<b>Adult</b>	<b>Teen</b>
2015	\$ 680	\$ 100
2016	\$ 5,981	\$ 769
2017	\$ 7,851	\$ 693
2018	\$ 15,524	\$ 1,617
2019	\$ 14,322	\$ 1,758
2020	\$ 9,613	\$ 1,063
<b>Total</b>	<b>\$ 53,970</b>	<b>\$ 5,999</b>



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#### Non-resident fees:

- 2016 and 2017 non-resident fees were combined with replacement cards, and cannot be identified separately
- 2018 non-resident fees were just over \$18,000, likely an all-time high
  - Use of vouchers for Ellsworth personnel non-resident fees began in June 2018; this increased the numbers of non-resident registrations and fee payments
- 2019 non-resident fees dropped to just over \$11,100, a 38% decline
  - The reciprocal borrowing agreement with Sturgis began April 2019
  - Per request from Ellsworth, vouchers were still accepted, although in reduced numbers
- 2020 non-resident fees totaled approximately \$4,200 through November
  - Non-residents continued to purchase accounts throughout the pandemic
  - No Ellsworth vouchers have been used this year
  - An adjustment to non-resident fees is recommended, based on the per-capita costs for city residents

#### Library card replacement fees:

- It was determined that replacement library cards cost \$0.25; some people, especially children, were unable to pay the \$2 replacement card fee and therefore were unable to use library services
- 2018 replacement card revenue was \$2,100
- 2019 revenue was \$1,600
  - The replacement fee was removed in November 2019

#### Makerspace fabrications

- Revenue has steadily increased:
  - 2016, \$1,700
  - 2017, \$2,000
  - 2018, \$3,800
  - 2019, \$4,375
  - 2020, \$2,625
    - If extrapolated for a normal year, 2020 revenue would be projected at \$5,250
- The increasing revenue reflects the interest in the increasingly diverse services offered in the makerspace