



DOWNTOWN LIBRARY
610 QUINCY ST. | RAPID CITY, SD 57701 | 605.394.6139

RAPIDCITYLIBRARY.ORG



DIRECTOR'S REPORT **FEBRUARY 2022**

COMMUNITY, GOVERNMENTAL, AND INTERLIBRARY RELATIONS:

The library's monthly segment on the Live KOTA Noon Show has been renewed for 2022. This is a fantastic opportunity for the library to choose services and topics to highlight on the last Wednesday of each month.

NEW SERVICES

The new front entry doors were installed on January 3-5. The automatic sliding doors eliminate the need for touching of door handles or the need for disabled users to push the access button.

An updated library card is being designed by our publications staff. The current cards still list the General Beadle location and old social networking icons. New cards will be phased in, as we still have a good supply of the current cards.

The library's early learner initiative recently kicked off a new monthly event called [Itsy-Bitsy Learners](#), geared towards ages 3-5. This event will be held on Sunday afternoons, in the hopes of attracting family participation.

STAFF TRAINING AND DEVELOPMENT:

Juliet Heltbridle was promoted from a Library Associate II position to Systems & Training Coordinator. She started in her new role January 3. Last year, Juliet was recognized with the Support Staff of the Year award from the South Dakota Library Association, and we're pleased that she's stepped into another role with us. Krista Licht was promoted to fill Juliet's previous position as Online Resources Library Associate II. Krista started with us as a Library Technician, and had previously been promoted to a Library Associate I position. Congratulations, Juliet and Krista!

Reorganization within the library resulted in changes to three positions. Jen Michaelson's position in the Business Office was moved from and Admin 1 to an Admin 2; Jen will take on additional roles and responsibilities with that new position. Brent Schultz has been a Library Associate 1, although his role has been graphic design and production; his position has now been changed to Graphic Design Specialist. And a vacant Library Associate 1 position has been changed to a Creative Media Specialist, with a focus on all the library's social media platforms. This vacancy will be advertised in the near future.

DIRECTOR'S REPORT:

Two individuals recently expressed thanks for the library's computers and staff assistance. These individuals had been completing job applications online and needed staff technical assistance; both people reported they had gotten the jobs they'd applied for.

Each January, *Library Journal* magazine bestows a Librarian of the Year award. For 2022, they named all library staff as Librarian of the Year winners, for taking care of themselves, taking care of library patrons, and helping one another through tough times. Kudos to all our library staff!

The library's collection service, Unique Management Services, will increase its price per account submitted from \$8.95 to \$10.30 as of April 1. When we started with this service, we did not charge these costs to the library account holders; however, because of the significant cost impact, a \$10 administrative fee was later implemented. With the pending cost increase, the remaining cost is minimal (\$0.30 per account), and I propose that we make no change to the administrative fee at this time. If the Board does want a fee adjustment, we can bring that to the next meeting. To date, the service has recovered \$83,276 in returned materials and cash for the library, resulting in an ROI of \$6.86 per dollar expended.

MEDIA COVERAGE:

December 20, 2021 Newscenter1 Mention: [Rapid City adjusts schedules for Christmas and New Year's holidays](#)

December 20, 2021 KOTA News Mention: [City offices adjusting schedules for upcoming holidays](#)

December 20, 2021 KEVN News Mention: [City offices adjusting schedules for upcoming holidays](#)

December 22, 2021 KOTA Live Noon Show: [The shelves of the Rapid City Public Library hold petrifying page turners for the whole family](#)

December 27, 2021 Newscenter1 Mention: [Rapid City waste division opens drop off sites for Christmas trees and lights](#)

December 29, 2021 KOTA News Coverage: [Bye bye books Rapid City Public Library will close its doors for a week](#)

December 29, 2021 KEVN News Coverage: [Bye bye books Rapid City Public Library will close its doors for a week](#)

December 29, 2021 Newscenter1 Coverage: [Rapid City Public Library to close for maintenance](#)

December 30, 2021 Rapid City Journal Article: [City library closing next week for maintenance](#)

January 3, 2022 Newscenter1 Coverage: [Rapid City Public Library is now fine free for all materials](#)

January 4, 2022 Rapid City Journal Article: [Rapid City Public Library eliminates late fees](#)

January 4, 2022 KEVN News Coverage: [Rapid City Public Library follows lead of other libraries canceling fines](#)

January 4, 2022 KOTA News Coverage: [Rapid City Public Library follows lead of other libraries canceling fines](#)

January 4, 2022 Newscenter1 Coverage: [Rapid City Public Library to no longer charge late fees](#)

January 8, 2022 Rapid City Journal Article: [Adult reading groups hatch ideas and friendships](#)

January 15, 2022 Rapid City Journal Mention: [Cathie Draine: the big picture view of the healthy garden](#)

January 19, 2022 Rapid City Journal Mention: [Author and musician prepares for Rapid City readings and performance](#)

January 20, 2022 Keloland Mention: [Rapid City Mayor encourages public to limit visits to city buildings](#)

January 20, 2022 KEVN Mention: [Mayor Allender asks public to limit visits to city facilities due to uptick in worker illnesses](#)

January 20, 2022 KOTA Mention: [Mayor Allender asks public to limit visits to city facilities due to uptick in worker illnesses](#)

January 20, 2022 Rapid City Journal Mention: [Mayor asks public to stay out of city buildings due to COVID 19 spike](#)

January 21, 2022 Rapid City Journal Article: [Author brings stories to life for toddlers at Rapid City Library](#)

January 25, 2022 KOTA Mention: [It's your last chance to rid of your home of Christmas decorations!](#)

January 25, 2022 KEVN Mention: [It's your last chance to rid of your home of Christmas decorations!](#)

January 26, 2022 Live KOTA Noon Show: HelpNow

ONLINE REVIEWS:

- December 5, 2021, Google 1-Star Review: Very disappointing that they require masks here :/, Pyro Gun
- December 16, 2021, Google 1-Star Review: Too many homeless people outside AND inside 24/7, William Danielson
- December 28, 2021, Google 3-Star Review: Bought some used books off the sale shelf, G "Jersey" A
- December 30, 2021, Google 5-Star Review: Excellent variety. Love that the kids stuff is upstairs, Jane Jones
- January 5, 2022, Google 5-Star Review: Great place to study and get books, Trevor "BOÑ3Z" Ireland
- January 22, 2022, Google 5-Star Review: Excellent, Ann DeCory
- January 24, 2022, Google 4-Star Review, Jen May
- January 26, 2022, Google 4-Star Review: So many helpful tools they offer there community, Yolanda Cohen

VACANCY REPORT:

Vacancy Status as of 1/31/22				
LIBRARY DEPARTMENT	FULL AND PART-TIME POSITIONS	FULL AND PART-TIME EMPLOYEES	VACANCIES	STATUS
Management	2	2	0	
Senior Librarians	2	2	0	
Coordinators	3	3	0	
Business Office	1	1	0	
Facilities	2.75	2	.75	<i>The custodial position has been re-advertised.</i>
Library Associate I and II	22.75	19.75	3	<i>All the Library Associate I positions have been filled. Reconfiguration of other positions has resulted in an additional Library Associate II position; this, along with 2 other LA2 positions will be posted.</i>
Library Technicians	2	2	0	
Outreach	2.5	1.5	1	<i>One Library Associate I position was reconfigured to become a Creative Media Specialist; this position is being recruited for.</i>
TOTALS	38	33.25	4.75	