



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

RAPIDCITYLIBRARY.ORG



DIRECTOR'S REPORT **JUNE 2022**

COMMUNITY, GOVERNMENTAL, AND INTERLIBRARY RELATIONS:

Library supervisors and other staff members participated in the We Connect Community meetings, presented by the Black Hills Regional Homeless Coalition and the Rapid City Police Department. We learned and have access to a toolkit of information, including area resources for support referral. A window decal outlining some of the resources, along with a QR code for access to the website, is posted at the library's front window.

NEW SERVICES

We have investigated and purchased a new system for tracking incidents; the PITs system is specifically designed for libraries for that purpose. Once implemented, we anticipate that we will be better able to track incidents, as well as have more timely and effective communication between the library and City Attorney's office when needed.

Sean, Jennifer Utter, and I met with representatives from Tech Ops and the City Finance Office to outline the order and purchase plan for the bookmobile. Documents for the order are pending; while they were not completed in time for this meeting, I recommend a special meeting, likely by Zoom, to expedite the purchase approval.

STAFF TRAINING AND DEVELOPMENT:

I attended a webinar on re-entry services to decarcerated populations, presented by the California Library Association and the California State Library. California has an active program to guide libraries in aiding decarcerated individuals

Based on information presented by the city's Culture Strategist Leah Braun, the supervisors revised the employee performance review and self-evaluation forms. Leah identified how continuous communication and conversation worked to improve engagement and performance more so than once-yearly performance reviews. The employees who have used the new self-evaluation so far have been in favor of it; the new evaluation form has been used for several reviews, and has also been well-received.

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The summer reading kickoff on was a success, even after being moved inside due to the weather, with almost triple the library visitors as the previous Saturday. Over 600 participants enjoyed at least that many hotdogs as well as indoor fishing, hoola-hooping, a variety of crafts, and face painting. Two

youngsters brought in Thank You notes after the event, expressing their appreciation for the concert, face painting, and 'cool party'.

Sean and I also met with Leah Braun regarding development of the strategic plan; Leah has assisted a number of organizations and other city departments with their strategic planning process. Leah met with library staff on May 20 to develop draft mission, vision, and values statements; Board members and staff will have the opportunity to vote on those statements. Once those statements are finalized, the library's leadership team will draft a strategic plan using the survey, focus group, staff, and other public data, and insuring the draft plan aligns with the newly defined mission, vision, and values. The draft plan will then be presented to the Library Board for review and approval; this will likely take place in August.

MEDIA COVERAGE:

- May 10, 2022 KOTA Mention: [Congress expands internet access](#)
- May 10, 2022 KEVN Mention: [Congress expands internet access](#)
- May 12, 2022 KOTA Mention: [Rapid City officials announce events to commemorate 50th anniversary of 1972 flood](#)
- May 12, 2022 KEVN Mention: [Rapid City officials announce events to commemorate 50th anniversary of 1972 flood](#)
- May 12, 2022 Newscenter1 Mention: [Lots planned to commemorate 50 year anniversary of flood](#)
- May 12, 2022 Rapid City Journal Mention: [Rapid City prepares for 50th flood anniversary commemoration](#)
- May 18, 2022 SDPB Mention: [Family, international student, airmen thrown together during Rapid City flood 50 years ago](#)
- May 19, 2022 Newscenter1 Mention: [Two Rapid Valley Elementary students win state essay contest](#)
- May 21, 2022 DRG News Mention: [May is Archaeology & Historic Preservation Month; Story about Bowdle water town earns 3rd place in state essay contest](#)
- May 23, 2022 Rapid City Journal Mention: [Pools to open for summer; city offices closed Memorial Day](#)
- May 25, 2022 Live KOTA Noon Show: Summer Reading

ONLINE REVIEWS:

- May 12, 2022 Google 5-Star Review: 😊 👍, Melissa Yellow Hawk

VACANCY REPORT:

Vacancy Status as of 6/1/22				
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; interviews have been held, but no one selected as yet.</i>
Library Associate I and II	22.75	19.75	3	<i>The Library Associate II (Training) position was recently filled.</i>
Library Technicians	2	2	0	
Outreach	2.5	2.5	0	
TOTALS	38	34.25	3.75	