



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

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Date: May 8, 2023  
To: Library Board of Trustees  
From: Sean Minkel, Assistant Library Director  
Re: Strategic Plan Update Quarter 1 2023

Per established practice, a strategic plan progress update will be provided to the Library Board quarterly. The current plan was adopted by the Board on August 8, 2022.

#### **Overview:**

Notable accomplishments during this quarter include events focused on gardening and food preservation, a 1972 Flood digital display, re-opening the recording room, providing state park passes for checkout, new seating, and enhancements to the administrative offices and hallway.

#### **EDUCATE THE COMMUNITY THROUGH A VARIETY OF CLASSES AND TRAININGS**

*Provide resources and assistance to help citizens achieve their educational, professional development, and personal growth goals*

- ⌚ Multiple Makerspace services are being re-launched; the vinyl printer/cutter was the first such service implemented and marketed. Staff are being trained on using the new laser engraver, and that service is expected to have a soft launch to the public in late May.
- ✓ The Black Hills Library Mini-Conference on April 24 provided continuing education units and networking opportunities for area library staff and trustees.

#### **DEVELOP ENGAGING EVENTS FOR A VARIETY OF AGES AND INTERESTS**

*Host a variety of engaging events that draw current and new users to the library, encourage future visits, and offer unique experiences*

- ⌚ Hands-on instructional activities are being planned to start later this year to use various Makerspace equipment and services.
- ⌚ Outdoor storytimes and crafts are being featured at the Pop-up Library.
- ✓ A variety of new and repeated favorite events started in January. These included food preservation and gardening with the Pennington County Master Gardeners, Donuts & Documentaries, and an educational concert with the Cantaré Piano Quartet. A summer concert series is planned for both adults and families.

**MISSION** *Connecting the community to education, information, and inspiration*

**VISION** *Educate, enrich, and inspire the community by providing accessible and equitable resources for all*

**VALUES** *Welcoming • Community • Inclusion • Well-being • Inquisitive*

## ENHANCE ACCESSIBILITY TO ALL LIBRARY SERVICES FOR ALL LIBRARY USERS

*Ensure ease of access through library hours, library card eligibility, and adaptive technologies and resources*

- ⌚ Genre stickers will be added to enhance browsability for young adult materials; this is in response to a recommendation from the Teen Advisory Board.
- ✓ Nonfiction category signage was added in the children's area.
- ✓ New pop-up stops have been added at Johnson Siding and Box Elder for the 2023 season.
- ✓ Events are now searchable in the library's search catalog as well as through the website.
- ✓ A interactive touchscreen display for the 1972 Flood was added to the local history room.

## EXPAND COMMUNITY PARTNERSHIPS TO PROVIDE AND PROMOTE LIBRARY SERVICES

*Invest in partnerships as a way to promote services and gain new users, especially with the business and Native American communities*

- ⌚ A campaign to promote library services to Ellsworth Air Force Base personnel and their families is being repeated; this was last done several years ago.
- ✓ State Park passes are available for checkout, through a partnership with the State Library and Game Fish and Parks.
- ✓ The Recording Room was reopened for the public and for the State Library's Talking Books volunteers.

## ENHANCE THE LIBRARY FACILITIES TO CREATE A COMFORTABLE AND WELCOMING ENVIRONMENT FOR ALL

*Enhance public spaces to improve library usability and comfort*

- ⌚ Concrete and electrical work was completed in the lobby to replace broken tiles and to bury wiring for the security gates, in order to minimize trip hazards.
- ⌚ A new return area was built to accommodate a smart bin; the bin will automatically check in items when they are returned, creating service and workflow efficiencies.
- ⌚ Study pods and seating donated by Black Hills Energy were placed upstairs to provide seating options that have been consistently requested by teens.
- ✓ The admin hallway renovations were completed resulting in improved traffic flow, a convenient lobby service window, and recording room access in the Makerspace. Soundproofing insulation was installed above the Hoyt meeting room, the recording room, the Makerspace, and the admin offices.
- ✓ New lounge chairs were installed on the main floor public area; the durable vinyl upholstery is attractive and will make cleaning easier.
- ✓ A replacement heat curtain was installed in the vestibule to decrease cold air flow in the lobby.

## GOALS COMPLETED

*Goals completed since the last review with no major updates to report.*

- Weekly STEAM-themed events for preschool and elementary children were initiated.
- A monthly tabletop role playing game club was started in November.

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