



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

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DIRECTOR'S REPORT **JUNE 2023**

COMMUNITY, GOVERNMENTAL, AND INTERLIBRARY RELATIONS:

Jen and I met with Daniel Ainslie, the city's Finance Director. We discussed the Finance Office's priorities for the coming months and items of interest to the library in terms of efficiencies and procedures.

The Rushmore Rotary Club held a meeting in the library; as part of that meeting, club members were given a behind-the-scenes tour of library operations. Lisa, Laurinda, and Terri served as tour guides. Most of the comments from the club members were along the lines of 'I had no idea you offered all these services!' Several club members renewed their library accounts or signed up for new accounts.

NEW SERVICES:

The newly-implemented seed library has had a successful start; in the first month, over 1,300 seed packets were taken by community members.

STAFF TRAINING AND DEVELOPMENT:

Jen Michaelson completed a series of six courses to achieve Library Financial Management Certification. The program was offered by the Carl Vinson Institute of Government at the University of Georgia. Some of the topics covered in her courses included fund accounting, chart of accounts, accounting systems and records, and a case study.

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The kickoff party for the annual Summer Reading Challenge had a disappointing turnout as compared to pre-Covid years. Analysis of that event hasn't yet identified a specific reason for the low numbers. However, we did have collaborative participation by the Police, Fire, Airport, Monument, and Public Works departments, who shared department-related crafts with kids. We are doing enhanced marketing for the Summer Reading Challenge itself, which began on June 4, and had large and active participation at the first craft event on June 5.

The State Library informed us that effective June 30, the courier service that transports library materials across the state will stop. This will be a significant impact to library services, particularly for the patrons who request materials from other libraries, and for other libraries that request materials from us. The State Library is seeking solutions, and we are also looking at local options within the Black Hills Library Consortium; I anticipate that any solution we identify will come with increased costs.

We received an invoice from the bookmobile company for completion of the hybrid system. Because of downtime of the city's financial system due to an upgrade, and knowing that the company needs to be paid in a timely manner, the Foundation Board stepped up to make this payment of approximately \$14,000. The bookmobile itself is now in Tennessee for the box build, and we have been told that the delivery timeframe is likely to be mid-December.

With the added Native American Day holiday, the Board's October meeting date will need to change.

I received a summons to jury duty, for the period September 1 – December 31.

MEDIA COVERAGE:

- May 1, Black Hills Woman Article: [A Place for Everyone: The Rapid City Public Library](#)
- May 3, Rapid City Journal Mention: [Black Hills Farmers Market season opener set for Saturday](#)
- May 3, Newscenter1 Mention: [Youth and Family Services in Rapid City announces new community lunch programs](#)
- May 5, Rapid City Journal Coverage: [Rapid City Public Library opens community seed library](#)
- May 8, Newscenter1 Coverage: [Grow your interest in gardening with the Rapid City Public Library new seed library](#)
- May 8, Newscenter1 Coverage: [Pop-up Library](#)
- May 10, South Dakota Public Broadcasting Coverage: [Sharing the seeds](#)
- May 12, KOTA FOCUS Radio Interview
- May 13, KEVN Coverage: [1972 flood memories: survivors and volunteers reminded to share experiences](#)
- May 18, Newscenter1 Coverage: [Ready...Set...Read! The Summer Reading Challenge is about to start at the Rapid City Public Library and they are having a party!](#)
- May 22, Keloland Coverage: [Summer Reading programs kickoff](#)
- May 24, KOTA Live Noon Show: Summer Reading

ONLINE REVIEWS:

- April 30, Google 2-Star Review: The Rapid City Public Library has old outdated laptops with outdated software. I gave 2 stars because the building looks nice and they have a security guard at the door. - Jennifer Ailesbury
- April 30, Google 5-Star Review – Jessica Chapman
- May 7, Google 1-Star Review – Steve Calhoun
- May 14, Google 5-Star Review: Love to read – Laura Kline
- May 14, Google 5-Star Review – Amber Gustafson

VACANCY REPORT:

Vacancy Status as of 6/1/23				
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	2.5 or 2.75	2	.5 or .75	<i>The facilities position is posted, as either a 20-hour non-benefited position or a 30-hour benefited position.</i>
Library Associate I	15.75	15.75	0	
Library Associate II	8	7	1	<i>Interviews for the Training Library Associate II are taking place.</i>
Library Technicians	2	2	0	
Outreach	2.75	2.75	0	
35.5TOTALS	39 or 39.25	37.5	1.5 or 1.75	