



DOWNTOWN LIBRARY
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DIRECTOR'S REPORT **JULY 2023**

COMMUNITY, GOVERNMENTAL, AND INTERLIBRARY RELATIONS:

I spoke to the Literacy Council of the Black Hills, sharing library databases and resources that would provide their students with additional language learning and reading help.

Retiring City Councilman Ritchie Nordstrom spent some time in the library chatting with various staff members, all of whom expressed their appreciation to him for his service to the city.

NEW SERVICES:

The library is now offering Chilton Library, an automotive database with repair manuals, maintenance schedules, ASE test prep, a video library, and more. Library users have requested this database for several months after the state library discontinued the statewide subscription last summer.

The library is conducting a trial for checkout of disc golf equipment. This activity has risen in popularity over the years as an outdoor social activity. Rapid City is home to three courses and an active disc club. The library will offer four equipment sets, two intended for solo players, and two for dual play. Use of the trial collection will be evaluated in six months.

STAFF TRAINING AND DEVELOPMENT:

A training opportunity for Library Board members has been identified: we'd like to invite each of you to spend an hour in the makerspace with our makerspace librarian Jim. Jim can provide you with an overview of the tools and the chance to go hands-on to make a project; he encourages each of you to have a small gift idea that you might want to work on. This training opportunity would count towards the required Board member training for accreditation.

DIRECTOR'S REPORT:

The library's roof has sustained more hail damage than originally assessed. The city's Operations Engineer is going to move the library up in the roof replacement cycle, but it may still be a couple of years before replacement is complete; the timing is due in part to budget and partly due to contractors' schedules.

We said farewell to Library Associates Sean Collins and Garrett Bach this month. Sean is moving to Kansas with his family, and Garrett is entering graduate school to become a Physician's Assistant. We wish them both well in their new ventures.

We are gathering quotes for remodeling the staff restroom, which hasn't been done in at least 25 years. Given its heavy use by staff and volunteers, we are looking for an efficient and hopefully ADA compliant layout, as well as low-maintenance finishes. Initial quotes exceed the amount budgeted, and we will seek additional funding from the Friends.

Per discussion at the May meeting, the following is a review of adverse events at the library. From January 1 – June 30, 2023, 513 adverse incidents accounted for 0.003% of all library attendance; the table below indicates the kinds and frequencies of these incidents:

Category	Description	Total Incidents
Suspension violation		103
Intoxication	Alcohol or other intoxicants	102
Nuisances	Animals, noise, odor, or sleeping disruptions, panhandling, unattended belongings	89
Theft, Vandalism	Theft or vandalism of library materials or library users' belongings	51
Harassment	Verbal, physical, or sexual harassment of library staff or library users	30
Welfare check, medical, accident	Includes personal accidents as well as an auto accident in the parking garage	26
Trespassing	8 repeat suspension violators have had trespass actions taken; most of these incidents are from 1 or 2 individuals	23
Computer use	Using others' library accounts; inappropriate material viewed; overuse of time that keeps others from using	20
Assault / fighting / threat	Implied or overt threats to library staff and users, fights on the library property	19
Consuming alcohol / smoking		17
Failure to comply	Unwillingness to follow staff instructions	17
Erratic behavior / comments	Concerning enough to document, but unable to determine if due to intoxication or mental health issues	16
Human waste / public urination		3
Unattended child	Children under the age of 12 left unattended by their parent or caregiver	3

EMTs or ambulance services were called for 5 incidents. Journey On responded to 25 of these incidents, and the police responded to 22 incidents; the majority of the police responses were due to trespassing. There were no trespassing incidents in June, and only one police call, which may reflect the success of using trespass citations. Security staff initiated and responded on their own to 10 of the incidents. The remaining 451 incidents were addressed by library staff, with involvement from security in 22 of those cases. There was one incident of someone activating a taser in the library, although police do not consider tasers to be weapons; we did record it as an unsafe activity even though it was not aimed at a person.

MEDIA COVERAGE:

- June 1, SDSL Cornerstone Newsletter Article: [Growing a Seed Library with the Rapid City Public Library](#)
- June 1, Rapid City Journal Coverage: [Dancing with Welk author to speak at library](#)
- June 13, KOTA News Mention: [Soak up summer fun with Rapid City hydrant party](#)
- June 14, Newscenter1 Mention: [City offices will be closed June 19 for Juneteenth](#)
- June 17, KEVN News Mention: [Rapid City offices closed Juneteenth Freedom Day](#)
- June 17, KOTA News Mention: [Rapid City offices closed Juneteenth Freedom Day](#)
- June 17, Rapid City Journal Mention: [City of Rapid City offices closed for Juneteenth holiday](#)
- June 20, Newscenter1 Coverage: [Dennis Warner will perform two shows at the Rapid City Public Library](#)
- June 26, KOTA News Mention: [What's open and what's closed for Rapid City offices for Fourth of July holiday](#)
- June 26, KOTA News Mention: [Get ready to get wet! Hydrant party starts this Friday](#)

ONLINE REVIEWS:

- May 29, Google 5-Star Review – Electa Young-Pierce
- June 14, Google 1-Star Review: What a waste of money, just a homeless shelter with books! – Frank Barney
- June 18, Google 5-Star Review: The kids loved playing there so much for them to do... So many books for all ages – Davina Wilkins
- July 2, Google 5-Star Review: Came to find old reference, friendly staff [Krista] assisted us to locate material quickly and easily. Great resources, great location, and friendly staff. Definitely recommended to all – Yi Sun
- July 5, Google 5-Star Review – Jessica Burton

VACANCY REPORT:

Vacancy Status as of 7/1/23					
DEPARTMENT	JOB REQUIREMENTS	TOTAL POSITIONS	CURRENT EMPLOYEES	VACANCIES	STATUS
Management	Master's in Library Science	2	2	0	
Senior Librarians	Master's in Library Science	2	2	0	
Coordinators	Bachelor's Degree	3	3	0	
Business Office	Associate's Degree	1	1	0	
Facilities	Custodial experience	2.5 or 2.75	2	.5 or .75	<i>Applications are being reviewed, and interviews scheduled.</i>
Library Associate I	Bachelor's Degree	15.75	13.75	2	<i>Two Library Associates have moved from Rapid City.</i>
Library Associate II	Bachelor's Degree	8	7	1	<i>Applications continue to be reviewed for this position.</i>
Library Technicians	Associate Degree	2	2	0	
Outreach	Bachelor's Degree	2.75	2.75	0	
TOTALS		39 or 39.25	35.5	3.5 or 3.75	