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Date: September 11, 2023
To: RCPL Board of Trustees
From: Terri Davis, Library Director
Re: Authorization to Submit Planning Grant

Motion: Move to authorize submission of a grant to the Institute of Museum and Library Services (IMLS) for planning expansion of Black Hills Library Consortium (BHLC) services.

Background: IMLS offers a number of grant opportunities to support library and museum services. Jamie Toennies and Katie Pavel of the city's Grants Division identified an IMLS funding opportunity, and worked with me to develop a proposal for a consortium planning grant. Prior to working on the proposal, input was sought from all existing BHLC members. Ten of the twelve members responded in favor of the planning grant, and the remaining two did not respond.

Submission of this grant narrative document is a preliminary step. If it passes review, we will be asked to submit a complete and detailed grant application. If the application is successful, the 18-month project would provide an outside facilitator to work with the current BHLC members to discuss the possibility of consortium-wide reciprocal borrowing. Other public libraries in western South Dakota would be invited to join the consortium and the planning conversations. Those conversations would include review and possible revision of bylaws and policies, development or revision of Memoranda of Understanding, and outlining a funding structure for reciprocal library use. The project would also develop a roadmap or toolkit that could be used by libraries throughout the country to replicate BHLC processes.

The Rapid City Public Library Director would serve as the project manager, and the city's Grants Division would address the financial and administrative tracking. In order to submit the proposal, authorization from the Rapid City Library Board is required. No matching funds would be required for the grant.