



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

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## **DIRECTOR'S REPORT** **JUNE 2024**

### **COMMUNITY, GOVERNMENTAL, AND INTERLIBRARY RELATIONS:**

With the arrival of the bookmobile, it was determined to be not fiscally responsible for the library to have three vehicles. The use and purpose of the bookmobile is a given, and the truck is used on a frequent basis to haul equipment and trash. The library's 2011 van has been used for the home delivery program, but we now plan to borrow a vehicle from another department to complete the deliveries. This is a small step in working towards a shared fleet management concept, and makes better use of vehicles that otherwise may be little used. The van was offered to other city departments, and the Fire Department will take it to haul personnel and equipment.

As part of the Check Out South Dakota State Parks program, the library continues to offer State Park Pass checkouts. This is made possible through a partnership between South Dakota Game, Fish, and Parks and the South Dakota State Library and was popular at our library during the initial trial in 2023. 3-day passes are available at the downtown library and on the bookmobile on a first-come, first-served basis and grant entry into any South Dakota State Park, Recreation Area, or Nature Area.

### **NEW SERVICES:**

The bookmobile has launched its services, with initial stops at Family Food Truck Night, the Career Learning Centre, Black Hills Works, the Black Hills Farmers' Market, the Liberty Center, and YFS Head Start among others. The bookmobile schedule and a bookmobile stop request form are available on the library's [website](#).

The library's newest collection is [fishing rods and tackle kits](#) for patrons to check out. Individuals will be responsible for acquiring their own fishing licenses, but with the exception of bait, the kits come with everything else needed for a day of fishing in the Black Hills.

### **STAFF TRAINING AND DEVELOPMENT:**

Bookmobile team members, Library Associate IIs, and supervisors have been participating in training for driving the bookmobile. The overflow parking lot at the Monument was offered as a good place to practice turning and reversing. People who have driven the bookmobile several times now have indicated that although it takes getting used to, it's not overly difficult.

Supervisors and at least one Board member attended a virtual information session regarding compliance with HB 1197. Library management is in the process of reviewing and drafting policy revisions, which will be reviewed with the City Attorney prior to bringing them to the Board for action.

Sam Slocum attended the Mountain Plains Library Association conference in Salt Lake City, May 8-10. She attended valuable sessions on staff training, increasing access, supervision, and mental health. The information brought back is being reviewed and will be used to improve services.

### **DIRECTOR'S REPORT:**

Outreach visits were made to all Rapid City elementary schools to provide information about the Summer Reading Challenge and encourage kids to keep reading over the summer. The Challenge's kickoff event engaged youngsters and their families with games and activities. They were able to sign up for the Challenge and get their reading logs. There are three Reading Challenges again this year, for [kids](#), [teens](#), and [adults](#).

The Library Foundation is moving ahead with a landscape renovation project for the library's lot. Their primary goals for the project include 50% reduction in water use, public education about xeriscaping, saving staff time and landscape sustainability, and enhancing a welcoming and interactive environment. The Foundation contracted with TerraSite, who will present draft proposals at the Foundation's June meeting.

### **MEDIA COVERAGE:**

- May 1, Rapid City Journal Mention: [Ellsworth airmen embark on first 'Service before Self' day to aid Black Hills community](#)
- May 1, Rapid City Journal Coverage: [Library to host Star Wars Day celebration](#)
- May 1, Newscenter1 Mention: [Watch your waste: Post-fire reminder for RC Solid Waste Division](#)
- May 2, KOTA News Mention: [Rapid City battery drop-off locations](#)
- May 2, KEVN News Mention: [Battery drop-off sites for Rapid City](#)
- May 3, Newscenter1 Coverage: [3 Bookmobile Bookmark winners announced at the Rapid City Library](#)
- May 5, KEVN Coverage: [Families celebrate Star Wars Day with arts and crafts at Rapid City Public Library](#)
- May 5, KOTA Coverage: [Families celebrate Star Wars Day with arts and crafts at Rapid City Public Library](#)
- May 14, KOTA News Mention: [Readiatrics Book Drive provides more than 5 thousand books to kids in need in the Black Hills](#)
- May 15, Live KOTA Noon Show: Summer Reading promotion
- May 16, KOTA Focus Radio: Bookmobile and Summer Reading promotion
- May 17, Newscenter1 Coverage: [It's back! New Bookmobile makes debut in Rapid City](#)
- May 19, Newscenter1 Coverage: [RC Public Library launches its summer reading program](#)
- May 20, Homeslice Radio Coverage: Bookmobile interview
- May 20, KOTA Mention: [Family Food Truck Night returns to Rapid City](#)
- May 20, KEVN Mention: [Family Food Truck Night returns to Rapid City](#)
- May 21, Homeslice Radio Coverage: Bookmobile Ribbon Cutting
- May 21, Keloland Coverage: [New Bookmobile: Bringing books to the public](#)
- May 22, Keloland Coverage: Summer Reading
- May 22, Live KOTA Noon Show: [Rapid City Public Library launches new Bookmobile](#)
- May 26, KEVN Mention: [What Rapid City offices, trash collection services are impacted for Memorial Day](#)
- May 26, KOTA Mention: [What Rapid City offices, trash collection services are impacted for Memorial Day](#)
- May 29, KOTA Radio Mention: [City Parks & Rec again hosting hydrant block parties](#)

**ONLINE REVIEWS:**

- May 19, Google 5-Star Review – Grayson May
- May 22, Google 4-Star Review – Cindy Lee
- May 26, Google 5-Star Review: I'm a book enthusiast plus I do a lot of research there. Library is great place for quietness/relaxing mentally/physically – Adolph Yellowboy

**VACANCY REPORT:**

Vacancy Status as of 6/1/24					
DEPARTMENT	MINIMUM 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	2.75	2.75	0	
Library Associate I	Bachelor's Degree	16.75	16.75	0	<i>Includes the 1FTE authorized in 2024 for support of the bookmobile; offer was made and accepted for that position.</i>
Library Associate II	Bachelor's Degree	8	5	3	<i>The Youth Education LAll position will be re-posted in the near future. A temporary out-of-class appointment has been made for the Makerspace LAll position, which will not exceed three months.</i>
Library Technicians	Associate Degree	2	2	0	
Outreach	Bachelor's Degree	2.75	2.75	0	
<b>TOTALS</b>		<b>40.25</b>	<b>37.25</b>	<b>3</b>	