

## **LIBRARY GOALS**

**The goal of the Belle Fourche Public Library is to offer the citizens of Belle Fourche books, materials and services to satisfy their informational, educational, cultural and recreational interests.**

**The Library has three different programs needed to keep operating:**

- **Administration**
- **Technical Services**
- **Public Service**

**Administration Program:**

- **The program consists primarily of keeping the library open to the public for 40 hours per week. It includes the circulation desk, checking out materials, answering the phone, answering ready reference questions and shelving books. Further included is library upkeep. Other aspects of the administration program are library publicity, continuing education and the Library Director's administration of the library.**

**Technical Services Program:**

- **This is basically concerned with what is in the library. It includes computer services, media selection, media processing (ordering, receiving, sourcing, processing, etc.) and maintenance of the collection.**

**Public Service Program:**

- **This is the dialogue between the public and the library. The functions of this program include answering reference questions, maintaining social media platforms, maintaining the library's website, children's department programs (including summer and winter programs for children), periodicals and public programs.**

**Goals and Objectives of these Programs:**

- **To maintain the library's service hours, to maintain prompt and cheerful aid to the patrons. A long-range objective would be to add more hours to those already available.**

- **To further enhance the professional aptitude of the staff members by attending library conventions, seminars, workshops, etc., as continuing education. These functions enable the librarians to learn new library procedures, talk to other librarians, share ideas, compare and contrast services, and then apply this information to the Belle Fourche Public Library. The South Dakota Library Association now certifies librarians every three years. In order to meet the standards as established, the librarians must earn C.E.U. and/or attend classes to earn college credits. This goes toward the library certification.**
- **The city library is the most important and most obvious place to retain the microfilm which is then readily accessible to anyone. Microfilm both protects the information from disintegration, yellowing, etc., and requires only a limited amount of space for storage.**
- **To continue building up the collection of books, audio/visual materials and periodicals.**
- **Expand the South Dakota collection and make materials on local history more easily accessible to the public.**
- **To offer library services to shut-ins in their own homes.**
- **To continue to offer to the children of the community summer reading programs, summer story hours, and year around pre-school story times.**
- **To have a collection of Oral History, as it pertains to local history.**