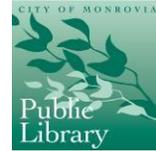




**CITY OF MONROVIA
LIBRARY BOARD
AGENDA REPORT**



DEPARTMENT: Public Services

MEETING DATE: January 24, 2018

PREPARED BY: Carey Vance,
Library Manager

AGENDA LOCATION: AR-2

TITLE: 2016-2017 California Public Library Survey

OBJECTIVE: To provide the Library Board with an overview of the California Public Library Survey and the 2016-2017 findings

BACKGROUND: The California State Library collects annual data from all public libraries according to the Education Code 19320-19328 and it becomes part of the national collection of information on the nation's public libraries that is coordinated by the Institute for Museum and Library Services. In addition, the Monrovia Municipal Code provision 2.64.050 outlines the Library Board's role in approving the annual report for both the City Council and State Librarian. The data reported here represents library activity and expenditures for FY 2016-2017. Staff filed Monrovia's draft report with the State Library on October 26, 2017. The State Library typically publishes the data on their website by January. Previous years reports are available on the State Library website for review and comparison. Staff will continue to provide the Library Board with an annual report on the California Public Library Survey.

ANALYSIS: The data used for the Public Library Survey is developed from the annual circulation and programming statistics kept by the library. The survey is organized with FY 16/17's numbers in the center column and FY 15/16's numbers in the left margin for comparison.

Due to the strict guidelines the State Library uses for data reporting and the changes that can happen from year to year, there are a few areas that require further explanation:

Fields #202 & 203-Population of Children Ages Under 5 & Population of Children Ages 5-14: These statistics were found on the Department of Education's Data & Statistics site for Monrovia.

Fields #252, 253, and 254-FTE Staff: The State Library defines FTE Staff as a funded position, vacant or filled, within the budget and does not base it on actual personnel employed.

Field #303-Federal Funds: In FY16/17, the library received a Veterans Connect Grant from the State Library.

Field #307-CA Literacy Services: This field is for California Literacy Services (CLS) staff, they fill it in with our total CLS funds once the survey is posted on the State Library website. In FY 16/17, we received \$31,478 in Literacy funds from the State Library.

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Field #401-Salary & Wages Expenditures: Due to implementation of the Classification and Compensation Study, hourly wages increased citywide.

Field #405-Print Serial Subscription Expenditures: After careful review of usage statistics, several print magazine subscriptions were discontinued and the funds were redirected towards other collections.

Field #407-Electronic Materials Expenditures: In response to fiscal budget reductions, several databases and online resources, whose low usage did not justify their high costs, were not renewed during FY16/17.

Field #608-Total Print Materials Held: In keeping with the Library Strategic Plan's goal of enhancing experiences, library staff reviewed and refreshed the collection using strict guidelines to ensure the collection was current, relevant, and in good condition. This is why there is a decrease in the total print materials from last fiscal year. This also applies to the related Fields #609-Number of Electronic Books in Collection, #612-Number of Physical Video Materials in Collection, and #615-Number of Current Serial Subscriptions.

Field #800-Hours Open, All Outlets: This total includes both the Library's operating hours as well as the Monrovia Reads and Plays (MRP) Bus' hours. Since the MRP program was being re-evaluated during this time, the bus did not operate as many hours as previous years. The Library's operating hours remained the same.

Field #802a-Technology Assistance: This sub-category of the Reference Questions Field #802 was introduced in FY 15/16 and staff did not start separately tracking technology assistance questions until FY 16/17.

Field #805-Circulation of Non-English Materials: In response to increased demand from the community, the Library added International Language materials that were incredibly popular leading to a dramatic increase in circulation from 1,553 in FY15/16 to 6,096 in FY16/17.

Field #810-Total Circulation: This number includes both circulations of all materials and renewals of those materials. This year we saw an increase of 50,815 in the total circulation over last fiscal year, jumping from 154,128 in FY15/16 to 204,943 in FY16/17. This increase can be attributed to a number of factors, including: more library visitors for programs, introduction of new services like Library Express for City Staff, and expanded outreach services in alignment with the goals of the Library Strategic Plan.

Fields #826 & 827-Total Number of Programs and Total Program Attendance: The total number of all programs went up from FY15/16 as did the total attendance for those programs. In FY16/17, staff offered more of the popular STEM (Science, Technology, Engineering, & Math) programs as well as expanding family programs like Bilingual Storytime and Kids Kitchen. In response to community feedback at the Strategic Planning forums, programs for adults and teens were also greatly expanded, leading to an overall jump in attendance for all programs from 16,772 in FY15/16 to 35,676 in FY16/17.

FISCAL IMPACT: There is no fiscal impact associated with this report.

RECOMMENDATION: Staff recommends the Library Board move to review and recommend City Council approval of AR-2 2016-2017 California Public Library Survey Presentation.

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LIBRARY BOARD ACTION REQUIRED: If the Library Board concurs the appropriate action would be a motion to: *Review and recommend City Council approval of AR-2 2016-2017 California Public Library Survey Presentation.*

NOTE: for further reference, please see attached 2016-2017 California Public Library Survey

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