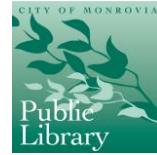




**CITY OF MONROVIA
LIBRARY BOARD
AGENDA REPORT**



DEPARTMENT: Public Services
Library Division
PREPARED BY: Stephanie Aurelio,
Youth Services Librarian

MEETING DATE: August 23, 2018

AGENDA LOCATION: AR-1

TITLE: 2017-18 Teen Advisory Board (TAB) Evaluation

OBJECTIVE: To provide the Library Board with the annual evaluation of the 2017-2018 Teen Advisory Board.

BACKGROUND: The Teen Advisory Board (TAB) was formed in June 2009 for sixth through twelfth grade teens to plan events for themselves and their peers at the Library, offer volunteer services, and make suggestions for purchasing materials for the young adult collection. TAB members get involved in the community by assisting with City events, and are able to establish relationships with other teens as well as with non-parental adult role models.

Library staff emphasizes the importance of creating a library environment that serves teens from diverse backgrounds, and the rich diversity of TAB enables a wider range of voices to be heard. Staff applies teen feedback to design programs and purchase collection materials that appeal to the variety of teens throughout the community. The TAB program encourages lifelong library users and fosters a sense of empowerment amongst teens via their suggestions for programs and services, as well as serving as a vehicle for teens to design their own programming, further connecting teens with the Library and with the community.

ANALYSIS: TAB membership includes teens from all walks of life and from different schools in the area served by the Library. Local schools include Monrovia High School, Santa Fe Middle School, Clifton Middle School, and area private schools, in addition to home schools. However, TAB membership also appeals to teens from neighboring communities, including teens attending school in Duarte, Arcadia, Baldwin Park, and throughout the San Gabriel Valley. Membership is open to all teens in sixth through twelfth grade; to join, teens must fill out an application and waiver, and both documents must be signed by their parent or guardian. The waiver is a formal document approved by the City of Monrovia, asking for emergency medical information and photo release approval, and is kept on file for one year. At the end of the school year, teens interested in continuing their TAB membership submit a new application with updated contact information.

The Board is helmed by TAB Officers, who take on an active leadership role by leading meetings, collaborating on teen programs, and promoting TAB at schools and City events.

The following information is an overview of the 2017-18 TAB program:

- 1. Members:** TAB membership included 188 teens from June 2017 through May 2018, as compared to 175 members the previous year. Nearly 25% of TAB members were in 7th grade during the 2017-18

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school year, and membership was consistently higher and more active amongst middle school teens than high school teens. Librarians actively recruited TAB members at area middle schools via book talk presentations to middle school classes during which the TAB program was promoted. Teachers and library staff in middle schools also actively promote TAB to their students.

The following is a comparison of each school's student representation over a three year period.

TAB Membership by School			
School	2015-16	2016-17	2017-18
Clifton Middle School	27	43	47
Santa Fe Middle School	33	28	38
Monrovia High School	93	65	52
Arcadia Schools	11	14	15
Private Schools	9	10	14
Home Schools	4	5	3
Duarte Schools	0	1	2
San Gabriel Schools	0	1	1
Alhambra Schools	2	0	1
Pasadena Schools	3	1	1
Sierra Madre Schools	0	1	1
Burbank Schools	1	1	1
Other	9	5	12
Total TAB Members	192	175	188

The following information is a comparison of grade level enrollment over a three year period.

TAB Membership by Grade			
Grade	2015-16	2016-17	2017-18
Grade 6	9	32	24
Grade 7	31	25	50
Grade 8	36	27	32
Grade 9	38	27	22
Grade 10	23	27	28
Grade 11	24	21	16
Grade 12	31	16	16
Total TAB Members	192	175	188

- TAB Council:** Formal elections were held in April to vote for TAB Council Officers for a term of one year. The 2017-18 TAB Council included the positions High School President, Vice President, Secretary, Middle School President, Director of Volunteers, and Director of Programs. TAB Officers lead each monthly meeting, under supervision of the TAB supervising librarian. TAB Officers also collaborated on program planning for programs including Teen Mystery Night and the Holiday Parade.
- Programs:** TAB participated in a broad range of programs throughout 2017-18, including an Escape Room, Laser Tag, seasonal movie nights, Readers' Theatre, Anime Club, and Teen Tech Week programs. The most attendees participated in the Teen Escape Room which included 30 teen participants. Another popular program was Teen Mystery Night, which was a role playing mystery with a script and parts written and played by TAB Officers. 23 teens attended and attempted to solve the mystery.

4. **Projects:** Members volunteered their time to represent TAB at Library Board meetings, the Holiday Parade, and assisting with community events in addition to supporting library programming throughout the year. Several TAB members also took initiative to design and lead their own programs, including Tween Art Lab in December and the Teen Mystery Night in April.
5. **Collaboration:** TAB partnered throughout the year with Recreation Division Youth Commission on events that included Make a Difference Day, the Arbor Day Celebration, and the Annual Homes Tour. TAB also collaborated with Healing Connection's March 4 Balance program by hosting two programs to align with the campaign including a mindfulness art program and a workshop on parent-teen communication lead by a mental health professional.
6. **Volunteer Hours:** Last year, TAB members volunteered a total of 2,654 hours. TAB support was essential for running the 2017 Summer Reading Program; in total, teens volunteered 1,424 hours throughout June and July and were tasked with signing up participants in the Summer Reading Program, assembling prizes, and helping participants claim prizes, in addition to helping with library programs. Throughout the year, TAB members volunteered an average of 123.5 hours each month.
7. **Outcomes:** According to survey responses from TAB members conducted at the beginning of the new fiscal year, TAB volunteers reported that the program offers an opportunity to not only help the community but to meet other area teens and to try new experiences. TAB members who completed the survey also expressed interest in helping with Library fundraising efforts, demonstrating that teens who participate in the program feel a greater connection to the Library and are on the path to being life-long Library advocates.

ENVIRONMENTAL IMPACT: There is no environmental impact associated with this program.

FISCAL IMPACT: During the fiscal year of 2017-18, TAB members contributed 2,654 volunteer hours to the Library. Based upon a Library Aide wage of \$12.00 per hour, this volunteer support saved the Library \$31,848.00. Meanwhile, the TAB program is funded entirely by donations from the Friends of the Monrovia Public Library, totaling \$1,500.00 for the fiscal year. This funding supported meeting snacks, refreshments at programs, program supplies, as well as paying speakers or presenters. Last year, funds were also spent on renting laser tag equipment to host a spring break laser tag event for teens in the Library. In addition to funding from the Friends, the Library Foundation also offers annual scholarships to graduating seniors in TAB. This year four TAB members were awarded scholarships of \$1,000 each to help offset college costs.

PROGRAM COMMENTS:

1. TAB remains an engaging program designed to highlight the voices of teens within the Community and promotes active teen contributions to the Monrovia Public Library.

PROGRAM RECOMMENDATIONS:

1. Staff recommends TAB re-establishes collaboration efforts with Youth Commission including regular meetings for both groups to meet and collaborate and increasing interaction between the two youth groups.
2. Staff recommends TAB contribute representatives to the Summer Reading Planning Team to allow for teen participation in planning in addition to their support in program logistics and implementation.

RECOMMENDATION: Staff recommends that the Library Board move *to receive and file AR-1 2017-18 Teen Advisory Board (TAB) Evaluation Report*.

LIBRARY BOARD ACTION REQUIRED: If the Library Board concurs, the appropriate action would be a motion: *Receive and file report AR-1 2017-18 Teen Advisory Board (TAB) Evaluation Report*.

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