

**MINUTES OF THE REGULAR MEETING
OF THE
MONROVIA LIBRARY BOARD
HELD THURSDAY, JANUARY 24, 2019**

CONVENE: President Walters convened the regular meeting of the Monrovia Library Board on Thursday, January 24, 2019 at 7:00 p.m., in the Monrovia Community Center, Monroe Room, 119 W. Palm Avenue, Monrovia, California. Staff in attendance: Public Services Director Tina Cherry, Library Manager Carey Vance, Adult Services Supervisor Rebecca Elder, Management Analyst Julie Gallardo, Senior Administrative Assistant Miga Wang.

PLEDGE OF ALLEGIANCE: Boardmember Harvis led the Flag Salute.

ROLL CALL: In attendance: Boardmember Harvis, Boardmember Dr. Morgan, Boardmember Carlson, Vice President Wall and President Walters.

PRESENTATIONS: Library Manager, Carey Vance introduced New Youth Services Librarian, Josh Tuszynski.

CONSENT CALENDAR: A correction made by Carey on the AR-1 2018 Tours and Outreach Evaluation report. It read "Through the Monrovia Reads Mobile program, there were over 160 school visits to 10,118 students", the correct information was "The total number of students reached through all tours and outreach for FY 17.18 was 10,118. This includes visits through the Monrovia Reads Mobile program. After correction, CC-1 was moved by Boardmember Dr. Morgan and seconded by Boardmember Harvis. CC-2 was moved by Boardmember Dr. Morgan and seconded by Boardmember Wall. There were no objections, and the motion was unanimously approved.

CC-1 Unadopted Minutes of the October 25, 2018 Regular Meeting

CC-2 Adult and Youth Services Program Report for January 2019

TEEN ADVISORY BOARD (TAB): Daniel Ornelas, 12th grader at Monrovia High School, Justine Reyes, 12th grader at St. Lucy's High School, and Emily Samaniego, 8th grader at Sierra Madre Middle School provided updates on current and upcoming TAB events.

PUBLIC INPUT: None

AR-1 Library Strategic Plan Q1 2019 Progress Report - Carey Vance, Library Manager provided the board with the following updates on the progress of the Library Strategic plan. A total of 42 goal activities completed as of January 2019. The Monrovia Reads Van served 2,234 students, opened 78 new library cards, and circulated 1,097 books during the school year; eBook usage increased 54% over the same period last year (July-December 2018 vs 2017). Partnered with Heritage Park and Regency Court monthly and will continue expanding partnerships with other senior facilities. A total of 562 visitors participated in our first annual Harry Potter Yule Ball event in December.

CC-1

Friends of the Monrovia Public Library sponsored the Sensory Boards installed in the Youth Services area. The Library Park Redesign work will provide additional open space for library users. Staff is in the process of analyzing hourly operating hour statistics.

After discussion, AR-1 Library Strategic Plan Q1 2019 Progress Report was moved by Boardmember Wall and seconded by Boardmember Harvis to: receive and file AR-1 Library Strategic Plan Q1 2019 Progress Report.

AR-2 2017 - 2018 California Public Library Survey - Carey Vance, Library Manager, presented the Library Board with an evaluation of the 2017-18 California Public Library Survey. The California State Library collects annual statistical data from all public libraries that become part of the national collection of information coordinated by the Institute for Museum and Library Services. The information reported includes the library's activity such as population, circulation of materials, materials added, total library revenue and expenditures for fiscal year 2017-2018.

A few of the notable changes from the previous year were seen particularly in circulation of library materials, material expenditures, and program attendance. The total circulation increased due to the expansion of outreach in programs such as Library Express and Monrovia Reads Mobile Van. The number of off-site programs and outreach increased by 55% over FY16/17. The increase in material expenditures was due to the library receiving grants from the State Library; California Literacy Services grant (\$32,194), Innovation Station Grant (\$10,000) and the Bilingual Books Grant (\$7,500). While the total operating income increased by the grants and support from the Library Foundation and Friends organization, the actual operating income fell due to the ending of DVD rental fee and January 2018 Fine Amnesty Month program.

After discussion, AR-2 2017-2018 California Public Library Survey was moved by Boardmember Wall and seconded by Boardmember Havis to: review and recommend City Council approval of AR-2 2017-2018 California Public Library Survey.

REPORTS FROM STAFF:

RFS-1 Tina Cherry, Public Services Director

- The Library Foundation has created a memorial fund to honor late Foundation Boardmember Charlotte Schamadan. Charlotte's family requested that any contributions be made to the Library's Enhancement Project in place of flowers

RFS-2 Carey Vance, Library Manager

- A total of 562 visitors participated in the 4-hour event during the Library's first annual Harry Potter Yule Ball event. Activities included trivia, Golden Snitch craft and Mandrake making.
- The Library Foundation generously provided funding for a wall size glass display board inside the library. It will be used for interactive and passive programming.

LIBRARY BOARD LIAISON REPORTS:

- LR-1** Boardmember Carlson: The Library Foundation meeting was held on January 21. The Board discussed projects and fundraising activities to support the library.
- LR-2** Boardmember Harvis: Tina Cherry spoke on behalf of Boardmember Harvis and provided an update on the Historical Museum basement water leakage issues and progress.
- LR-3** Boardmember Dr. Morgan: No report
- LR-4** Vice President Wall: Monrovia Reads *So All May Read* fundraising is scheduled on March 7, at 6:30 p.m. at the Double Tree. Monrovia Reads Across is also scheduled on March 7.
- LR-5** President Walters: The Friends of the Monrovia Public Library approved a total of \$10,000 in funding for Library programs and supplies. The book sale event for 2019 will be held on May 16 through May 18.

NEXT MEETING:

The next regular Library Board meeting will be held on Thursday, February 28, 2019 at 7:00 p.m. at the Monrovia Community Center, Monroe Room.

ADJOURNMENT: The regular meeting of the Library Board was adjourned at 7:46 p.m.