

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

**CONVENE:** On behalf of President Wall, Vice President Harvis convened the regular meeting of the Monrovia Library Board on Thursday, October 24, 2019 at 7:00 p.m., in the Monrovia Community Center, Monroe Room, 119 W. Palm Avenue, Monrovia, California. Staff in attendance: Community Services Director Tina Cherry, Library Manager Carey Vance, Adult Services Supervisor Rebecca Elder, Youth Services Supervisor Linda Vera, Management Analyst Julie Gallardo, Administrative Assistant Giana Marini.

**PLEDGE OF ALLEGIANCE:** Boardmember Thomas led the Flag Salute.

**ROLL CALL:** In attendance: Boardmember Thomas, Boardmember Carlson, and Vice President Harvis. President Wall and Boardmember Walters excused.

**PRESENTATIONS:** None.

**CONSENT CALENDAR:** It was moved by Boardmember Carlson and seconded by Boardmember Thomas. There were no objections, and the motion was unanimously approved.

**CC-1** Unadopted Minutes of the September 26, 2019 Regular Meeting

**CC-2** Adult and Youth Services Program Report for October 2019

**TEEN ADVISORY BOARD (TAB):** Destiny Tuite, 10<sup>th</sup> grader at Monrovia High School and Mia Sketeris, 7<sup>th</sup> grader at Clifton Middle School provided updates on current and upcoming TAB events.

**PUBLIC INPUT:** None.

**AR-1 2018-2019 In-House and Outreach Evaluation**

The goal of library outreach is to connect with and better understand the needs of the community and serve those who cannot directly reach the library. The library was able to connect with 16,412 people through its partnerships with local schools, senior centers, businesses and community events. Outreach locations included Friday Night Fair, Regency Court Senior Facility, and Women's Veterans Alliance Court.

**After discussion, AR-1 2018-2019 In-House and Outreach Evaluation** was moved by Boardmember Thomas and seconded by Boardmember Carlson to receive and file AR-1 2018-2019 In-House and Outreach Evaluation.

**CC-1**

### **AR-2 Library Strategic Plan Q4 2019 Progress Report – Carey Vance, Library Manager**

The library has accomplished 52 goal activities at an 83% completion rate of the Strategic Plan. Some activities included Monrovia Read Van regular visits to the local schools, also expanded the services and visits to Santa Fe Middle School and Canyon Early Learning Center. The Friends of Monrovia Public Library donated \$1,500 for updating Monrovia Read Van's collection. A grant from the American Library Association was received to continue supporting the Great Stories Club program. The free dementia Alzheimer's activity kits provided by the state's Mental Health Initiative grant. The kits will support staff to provide outreach to local senior facilities. Planning and ongoing activities include the Library Redesign Project, finalizing the new marketing plan, and the new staff development program, Collab Lab.

**After discussion, AR-2 Library Strategic Plan Q4 2019 Progress Report** was moved by Boardmember Carlson and seconded by Boardmember Thomas to receive and file AR-2 Library Strategic Plan Q4 2019 Progress Report.

### **AR-3 November and December 2019 Library Board Meetings – Carey Vance, Library Manager**

The Library Board will not meet November and December 2018. The next Library board meeting will resume January 23, 2020.

**After discussion, AR-3 November and December 2019 Library Board Meetings** were moved by Boardmember Thomas and seconded by Boardmember Carlson to receive and file AR-3 November and December 2019 Library Board Meetings.

### **REPORTS FROM STAFF:**

#### **RFS-1 Carey Vance, Library Manager**

- The Library will host several holiday programs, including a letter writing station in the Lobby from November 14 through December 7, Sports Trivia Night at Copper Stone Grill on November 19, Thankful Story Time on November 20, Santa Story Time on December 6 and 7, Holiday Sounds on December 7, Toddler Winter Ball on December 11 and a librarywide Star Wars program on December 14.
- The Literacy Fundraiser took place on September 29 with the Literacy Heroes Scavenger Hunt.
- Jade Mushisky has been promoted to a Library Associate in the Adult Services Department. Jade will be assisting in all areas with a focus in Literacy Services.

#### **RFS-2 Tina Cherry, Community Services Director**

- The new City Manager, Dylan Feik has started his position and will host a community meet and greet on November 16 at 6:30 p.m. at the Monrovia Historical Museum.
- Ethics Training for all boards and commissions will be held on October 30, 2019 in the Library Community Room.
- LA County has changed the voting ballot system. The Community Center and

Library are hosting sample ballot training sessions from Monday – Thursday and Saturdays in the Community Center and Library. Voting will take place in March and November 2020.

- Katie Distelrath has resigned her position as Recreation Manager. Rebecca Sandoval will serve as the Interim Recreation Manager.

**LIBRARY BOARD LIAISON REPORTS:**

**LR-1** Boardmember Carlson: The Literacy Foundation raised \$23,000 at the Literacy Fundraiser.

**LR-2** Vice President Harvis: The Monrovia Historical Museum board meeting will be held October 29, 2019.

**LR-3** Boardmember Thomas: No report.

**LR-4** President Wall: Excused.

**LR-5** Boardmember Walters: Excused.

**NEXT MEETING:**

The next regular Library Board meeting will be held on Thursday, January 23, 2020 at 7:00 p.m. at the Monrovia Community Center, Monroe Room.

**ADJOURNMENT:** The regular meeting of the Library Board was adjourned at 7:42 p.m.