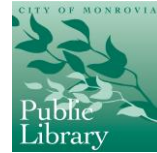




**CITY OF MONROVIA
LIBRARY BOARD
AGENDA REPORT**



DEPARTMENT: Community Services
Library Division

MEETING DATE: August 27, 2020

PREPARED BY: Anush Balayan,
Youth Services Librarian

AGENDA LOCATION: AR-1

TITLE: 2019-20 Teen Advisory Board (TAB) Evaluation

OBJECTIVE: To provide the Library Board with the annual evaluation of the 2019-20 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 opportunities, 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 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 rely on teen feedback to design programs and purchase collection materials that appeal to teens throughout the community. The TAB program encourages lifelong library users and fosters a sense of empowerment and teamwork amongst teens via their suggestions for programs and services, 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, Pasadena, 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 following information is an overview of the 2019-20 TAB program:

- 1. Members:** TAB membership included 172 teen members from June 2019 through May 2020, an increase of 38% over the previous year. Librarians actively recruited TAB members at area middle schools via book talk presentations to classes during which the TAB program was promoted. Teachers and library staff in middle schools also actively promote TAB to their students through visits from the Monrovia Reads van once a month. Close to 27% of TAB members were in 7th grade during the 2019-20 school year. TAB membership in the 2019-20 school year consisted of 40% high school students

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and 60% middle school students, which has remained consistent throughout the last three years. The percentage of 6th graders saw an increase from the previous year, while the percentage of 12th graders decreased in TAB.

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

TAB Membership by School			
School	2017-18	2018-19	2019-20
Clifton Middle School	47	41	58
Santa Fe Middle School	38	10	18
Monrovia High School	52	37	47
Arcadia Schools	15	7	15
Private Schools	14	9	19
Home Schools	3	3	2
Duarte Schools	2	6	9
Pasadena Schools	N/A	N/A	7
Other	17	11	18

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

TAB Membership by Grade			
Grade	2017-18	2018-19	2019-20
Grade 6	24	14	28
Grade 7	50	31	48
Grade 8	32	24	27
Grade 9	22	26	32
Grade 10	28	11	19
Grade 11	16	11	14
Grade 12	16	7	4
Total TAB Members	188	124	172

- TAB Council:** Formal elections were held in April to vote for TAB Council Officers for a term of one year. The 2019-20 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 took a more active role in planning and implementing programs for children and teens. They planned the teen Zombie Scavenger Hunt in October and held officer meetings with the TAB supervising librarian to contribute to TAB goal planning. With the closure of the library due to Covid, the monthly TAB meetings have moved online with a monthly group of about 18-20 teens participating in the meetings held via Zoom. These meetings allow them to connect with one another, volunteer to present at Library Board meetings, and discuss ideas for virtual teen programming.
- Programs:** TAB planned and participated in various events in the 2019-20 school year. Summer Laser Tag was the most popular of those programs, which attracted 80 teens. Teens planned a Zombie Scavenger Hunt in October, a combination escape room and scavenger hunt program that encouraged teamwork and puzzle solving. Another escape room program took place in January and attracted an equal number of high schoolers and middle schoolers. Game Lounge and Hangout was a new program introduced in the 2019-20 school year, which took place after the monthly TAB meetings with the goal of giving teens a safe and inclusive space to play games, socialize, and make friends. The program saw a consistent attendance and a closer bond between TAB members.

4. **Projects:** Members volunteered their time to represent TAB at Library Board meetings. TAB participated in the summer Teen Scene last August, and hosted one of the weekly events. TAB members served pizza to other teens attending the event and made buttons and lanyards. TAB members took an active role at the Thankful and Grateful Holiday gathering in November by planning and preparing crafts for children, then helped them with crafts at the event.
5. **Collaboration:** TAB partnered with the Recreation Division's Youth Commission to help the Monrovia Duarte Black Alumni Association (MDBAA) install artwork from the Children's Art Festival at Monrovia High School. Many of the collaboration activities such as the Spring Egg Hunt, Monrovia Historic Preservation Group (MOHPG) Historic Home Tours, and Arbor Day.
6. **Volunteer Hours:** Last year, TAB members volunteered a total of 1,781 hours. TAB support was essential for running the 2019 Summer Reading Program; in total, teens volunteered 687 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. A new approach to summer volunteer scheduling was used this year to allow for better training of teens for desk shifts. Fewer teens were scheduled to staff the desk, and lead volunteers were given weekly schedules in order to facilitate consistent customer service and learning opportunities for teens.
7. **Outcomes:** According to teen feedback collected from TAB applications and the Summer Reading Program volunteer applications, as well as discussions during TAB meetings, teens volunteer because they want to share their love of reading with others, and many of them enjoy working with children. The opportunities to be involved improve teens' confidence and self-esteem by bringing them closer to the community. Younger children also benefit from TAB involvement in programs as the teens act like role models and set an example of giving back to the community. This year saw a number of teens take a lead role in working with children, spending many hours planning children's activities and being engaged during programs helping children with science and art activities. Some TAB members also stated that TAB gives them opportunities to improve their public speaking and customer service skills by presenting at Library Board meetings and helping patrons at the Summer Reading Program registration desk. Teens gain college and workplace preparedness skills by volunteering at the library.

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

FISCAL IMPACT: During the fiscal year of 2019-20, TAB members contributed 1,781 volunteer hours to the Library. Based upon a Library Aide wage of \$13.12 per hour, this volunteer support saved the Library \$23,366.72. 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 covered purchasing meeting snacks, refreshments at programs, and program supplies as needed.

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 finding virtual outreach opportunities to Santa Fe Middle School, Monrovia High School, and Canyon Oaks High School in order to increase TAB representation from those schools, as well as representation from upper grades.
2. Staff recommends involving teens in collaborations and virtual program planning to increase social interaction with their peers and give teens an opportunity to continue to connect and contribute to their community.

RECOMMENDATION: Staff recommends that the Library Board move *to receive and file AR-1 2019-20 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 2019-20 Teen Advisory Board (TAB) Evaluation Report.*

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