

**MINUTES OF THE REGULAR MEETING
OF THE
MONROVIA LIBRARY BOARD
HELD THURSDAY, JANUARY 23, 2014**

CONVENE: Library Board President Wall convened the regular meeting of the Monrovia Library Board on Thursday, January 23, 2014 at 7:00 p.m., in the Monrovia Community Center Monroe Room, 119 West Palm Avenue, Monrovia, California. Staff in attendance; Acting Library Division Manager Linda Granicy, Librarian II Youth Services Rebecca Elder, Librarian II Adult Services Carol Kampe and Administrative Secretary Tina Wells

PLEDGE OF ALLEGIANCE: Boardmember Carlson led the Flag Salute.

ROLL CALL: In attendance; Boardmembers Carlson, Harvis, Morgan, and President Wall. Vice President Radford – excused.

PRESENTATIONS: None

CONSENT CALENDAR It was moved by Boardmember Harvis and seconded by Boardmember Morgan to approve the consent calendar consisting of CC-1 and CC-2. There were no objections and the motion was unanimously approved.

- CC-1** Unadopted Minutes of the October 24, 2013 Regular Meeting
- CC-2** Senior Librarian's Report for January 2014

TEEN ADVISORY BOARD (TAB) – Megan Matthiesen and Julian Montes, eighth grade students and Iris Urquilla a sixth grade student provided updates of current and upcoming TAB events.

PUBLIC INPUT: None

ADMINISTRATIVE REPORTS:

AR-1 Literacy Services Sustainability Plan Update - Youth Services Librarian II Rebecca Elder, provided the quarterly update on sustaining the Library's Literacy Services program. The Library received a \$2,000 California Reads grant funded by Cal Humanities. • Attended a conference in November; Here's the Money: Cultivating Individual Donors for Your Library. • Met with Staff and fundraising volunteers to expand and improve the 2014 annual fundraising event. • Staff updated volunteer tutor descriptions, training materials, city website and materials for public distribution. • Created key points for outreach events, and the promotion of programs and services. • Tutor support, training and current trends. • Learner support, where learners identify their individual goals and tutors support the goals by selecting appropriate educational materials and learning opportunities. • Technology support; installation of six iPads and one large screen desktop computer for the Literacy Center is pending. Staff is investigating online learner programs.

After discussion, it was moved by Boardmember Carlson and seconded by Boardmember Harvis to: Receive and file, AR-1 Literacy Services Sustainability Plan Update. There were no objections and the motion was unanimously approved.

AR-2 2013 Recommendation to Increase the Proctoring Exam Fee – Linda Granicy, Acting Library Division Manager provided information on the fee charged by the Library for proctoring exams. The Library provides this service to support the community's goal for lifelong learning. The service is provided through an agreement of cooperation with institutions of higher learning.

After discussion, it was moved by Boardmember Harvis and seconded by Boardmember Morgan to: Approve option one; approve the recommendation to increase the fee from \$20 to \$30, and the Board requests consideration of a fee waiver for those who can not afford the fee.

Friendly amendment; Staff to come back to the Board in six months with the true cost of this service, is this service primarily used by residents or non-residents? It was moved by Boardmember Harvis and seconded by Boardmember Carlson. There were no objections and the motion was unanimously approved.

Division Managers Report: Acting Library Division Manager Linda Granicy reported;

- Michele Tompkins officially retired at the end of December.
- State of the City address will be held on Monday, February 10, 6:00 pm for the social and 7:00 for the address.
- The next Budget Study Session is February 4 at 5:00 pm. Staff reviewed the City's fees and charges and deferred maintenance items at the last Budget Study Session.
- Storytime will be on hiatus for February due to staffing. In lieu of the Storytime hiatus, Staff will present the Great Gumball Reading Challenge.
- A special request was made at the last City Council meeting, by a member of the community who has a South African flag. The flag was displayed at City Hall in honor of the late Nelson Mandela. A formal request was made to City Council to have the flag displayed at the Library for Black History Month in February.
- The Friend's donated \$18,400 for various programs and collection development in January.
- In support of the City's Green Accords the monthly Library Board packets will only be available electronically going forward.

LIBRARY BOARD LIAISON REPORTS:

LR-1 John Carlson: Read Across Monrovia is March 6; • A special memorial will be held at Wildrose School for the late principal – also scheduled for March 6. • Arcadia Board of Realtors donated \$2,500. • A fundraiser will be held at the Double Tree on March 13.

LR-2 Mark Harvis: Attended the last Budget Study Session. • The public defenders office is celebrating its 100th anniversary on February 1. In lieu of purchasing \$3,500 in flowers for this event, the coordinators purchased 350 new books, and received a donation of 350 used books. The books will be used as centerpieces at the event. Following the event, the books will be donated to the juvenile cancer cause.

LR-3 Alrita Morgan: Monrovia Community Coordinating Council. At the last meeting, Laurie Savage was in attendance, she does workshops and coaching and has a book/program called the Energy of Money. This may be an opportunity for the Foundation.

LR-4 Barbara Radford: Excused

LR-5 Janet Wall: Will discuss fundraising ideas at the next Foundation meeting – will keep the Board updated.

NEXT MEETING: The next regular Library Board meeting will be held on Thursday, February 27, 2014 at 7:00 p.m. at the Monrovia Community Center, Monroe Room.

ADJOURNMENT: The regular meeting of the Library Board was adjourned at 8:06 p.m.