

**MINUTES OF THE REGULAR MEETING
OF THE
MONROVIA LIBRARY BOARD
HELD THURSDAY, MARCH 27, 2014**

CONVENE: Library Board President Wall convened the regular meeting of the Monrovia Library Board on Thursday, March 27, 2014 at 7:00 p.m., in the Monrovia Community Center Monroe Room, 119 West Palm Avenue, Monrovia, California. Staff in attendance; Community Services Director Tina Cherry, Acting Library Division Manager Linda Granicy, Acting Recreation Division Manager Kerri Zessau, Youth Services Librarian II Rebecca Elder, Youth Services Librarian II Elizabeth Schneider, Circulation Supervisor Cynthia Maxwell, Assistant Recreation Coordinator Rebecca Romero and Administrative Secretary Tina Wells.

PLEDGE OF ALLEGIANCE: Boardmember Morgan led the Flag Salute.

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

PRESENTATIONS: Introduction of newly appointed Community Services Director Tina Cherry.

CONSENT CALENDAR: It was moved by Boardmember Harvis and seconded by Boardmember Carlson to approve the consent calendar consisting of CC-1 and CC-2. Boardmembers Morgan and Radford abstained from approving the minutes. There were no objections and the motion was unanimously approved.

- CC-1** Unadopted Minutes of the February 27, 2014 Regular Meeting
- CC-2** Senior Librarian's Report for March 2014

TEEN ADVISORY BOARD (TAB) – Brian Alvarado and Sean Jensen both sophomores, and Paige Bullock, a junior, all Monrovia High School students provided an update of current and upcoming events.

PUBLIC INPUT: None

ADMINISTRATIVE REPORTS:

AR-1 2012-13 Library Community Room and Heritage Room Fee and Revenue Analysis – Assistant Recreation Coordinator, Rebecca Romero, reported, the Community Room is available to accommodate 80 guests for dining, and 100 guests for assembly seating. The Heritage Room is available to accommodate a maximum of 10 guests in conference style seating. Revenue for the two rooms decreased in 2012-13 to \$4,615 from \$6,955 in 2011-12. Staff attributes the decrease in revenue to the loss of a local Monrovia church group reserving the rooms on a weekly basis for seminars and staff meetings. The Church out grew the facility and moved to the High School. Staff does not recommend any fee increases at this time.

OPTIONS:

1. Maintain the Library Community Room and Heritage Room rental fees.
2. Direct Staff to increase one or more fees.
3. Direct Staff to investigate other options.

After discussion, it was moved by Boardmember Radford and seconded by Boardmember Morgan to approve option number one, maintain the Library Community Room and Heritage Room

rental fees as outlined in this report. There were no objections and the motion was unanimously approved.

AR-2 Reserve Materials Revenue and Fee Analysis - Linda Granicy, Acting Library Division Manager reported, patrons can place a reserve for material from any computer or mobile device by accessing the Library's online catalog and using their library card's barcode number and PIN. As technology has advanced the automation of library management systems, the service required less staff time, and provides added self-service options for placing reserves. Many libraries no longer charge a fee for the service.

After discussion, it was moved by Boardmember Carlson and seconded by Boardmember Harvis to approve option number two, discontinue charging a fee to reserve material and come back to the Library Board with an update in six months.

DIRECTOR'S REPORT: Director of Community Services, Tina Cherry – No report.

DIVISION MANAGER'S REPORT: Acting Library Division Manager, Linda Granicy reminded the Library Board to complete and return the Form 700. • AB86 is the Adult Education Consortium Planning Grant. The California Community College Chancellors Office and California Department of Education are tasked to provide planning and implementation of grants to facilitate adult learning in regional community college districts and school districts. Principal Fertig of Canyon Oaks High School set up the Monrovia Unified High School Consortia, and Librarian II Rebecca Elder has communicated with Principal Fertig to include local public libraries in grant discussions. • Overview of the March 4 and March 18 City Council meetings, Mayor Lutz attended the grand opening of the City of El Monte's Veteran's Village facility. The Village includes 40 single apartments. The Veteran's program also helps, Veteran's back to work and into society. • The Monrovia City Council has organized a committee comprised of Staff and residents to address the problems associated with homelessness in areas including Library Park. • The Monrovia Old Town Merchants Spring Fling Shopping Spree began March 14 and runs through April 18. • Gold Line update, Myrtle Avenue - rail work has begun and ballasts are being installed as well as a traffic signal at Pomona Avenue. Interim City Manager Fran Delach reported that the State Finance Department approved the long range property management plan. Monrovia can now move forward with plans for disposal of property from the former Redevelopment Agency. • The Organizational Study conducted by Management Partners is moving forward. Reviewing other cities to compare with Monrovia's productivity and efficiency. • The First Tech Challenge Regional Qualifying Tournament was held at Monrovia High School. Teens from Santa Fe Middle School were honored this month at City Council. The Cougarobotics and Unibots displayed their winning robots from the competition; Worley Parsons was thanked for their support with the project. • Attended the last Budget Study session which dealt with deferred maintenance and capital improvements. Next month's Budget Study Session will address the City's contracted services.

LIBRARY BOARD LIAISON REPORTS:

LR-1 John Carlson: No report.

LR-2 Mark Harvis: No report.

LR-3 Alrita Morgan: No report

LR-4 Barbara Radford: The spring book sale is coming up on May 16 and 17. Two bucks a bag will go up to three bucks a bag. The general membership meeting will be held on May 15 followed by a member's only preview sale. The next Friends meeting will be held on April 7.

LR-5 Janet Wall: The Literacy Fundraiser is planned for Sunday, November 2 at the Library - the theme will be an "Experience" i.e. a trip to Hawaii, mountain get-a-way – the fundraiser will be run through the Library Foundation for the 501c3 benefit. • The Library Foundation's main thrust is helping the library with capital expenses. A draft technology replacement policy has been requested to assist in the replacement of equipment as it ages.

NEXT MEETING: The next regular Library Board meeting will be held on Thursday, April 24, 2014 at 7:00 p.m. at the Monrovia Community Center, Monroe Room.

ADJOURNMENT: The regular meeting of the Library Board was adjourned at 7:37p.m.