

**MINUTES OF THE REGULAR MEETING  
OF THE  
MONROVIA LIBRARY BOARD  
HELD THURSDAY, JULY 23, 2015**

**CONVENE:** Board President Harvis convened the regular meeting of the Monrovia Library Board on Thursday, July 23, 2015 at 7:00 p.m., in the Monrovia Community Center Monroe Room, 119 West Palm Avenue, Monrovia, California. Staff in attendance: City Manager Oliver Chi, Public Services Director Tina Cherry, Library & Recreation Manager Kerri Zessau, Senior Librarian Linda Granicy, Librarian II Adult Services Carol Kampe and Administrative Clerk II Miga Wang.

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

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

**PRESENTATIONS:** Reorganization 2.0 – Oliver Chi, City Manager and Tina Cherry, Public Services Director updated the Board on the current reorganization in the Public Services Department Library Division. Two high level supervisory positions in Adult Services and Youth Services have been created and are currently in the recruitment process. The reorganization has no negative impact on the employees.

**CONSENT CALENDAR:** It was moved by Boardmember Radford and seconded by Boardmember Wall to accept 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 June 25, 2015 Regular Meeting
- CC-2** Adult and Youth Services Program Report for July 2015

**TEEN ADVISORY BOARD (TAB):** No report.

**PUBLIC INPUT:** Louise Robertson – former member of the Library Board and current Friends of the Library Board Member, thanked all the Board Members for their hard work.

**ADMINISTRATIVE REPORTS:**

**AR-1 2014-15 Volunteer Program Evaluation:** Adult Services Librarian II Carol Kampe reported Library volunteers help staff stretch services and resources, which in turn allow Staff to be available to provide quality customer service the patrons are looking for. Volunteers are recruited based on the Library's current needs. The Library attracts talented volunteers from a wide range of professional backgrounds, including educators, attorneys, scientists, students and teachers. Major volunteer functions include, Friends Store, Tech Advisors, Homebound outreach, Literacy Tutors and behind-the-Scenes volunteers. Another important component of the volunteer program is the Volunteer Management Team (VMT).The team works in concert with the library staff to build an effective volunteer corps for the Library, organize social recognition events, and keep volunteers motivated. Another volunteer team is the Fundraiser Committee, which is the force behind the annual Literacy fundraiser. A total of 56 volunteers donated 4,583 hours for a value of \$101,473.15 in the 2014-15 fiscal year.

**After discussion, it was moved by** Boardmember Wall and seconded by Boardmember Radford to receive and file AR-1 2014-15 Volunteer Program Evaluation. There were no objections, and the motion was unanimously approved.

**CC-1**

**DIRECTOR'S REPORT:** Public Services Director, Tina Cherry reported:

- Thanked Adult Services Librarian II, Carol Kampe and volunteers for their hard work and dedication.
- Thanked former Library Board President, Radford for her dedication this past year.
- Updated the Board on the progress of the Station Square project. The dedication of the Depot for the Gold line platform will be held on Saturday, September 12, 2015. A "Monrovia" sign below the 210 Freeway has been installed. There will be a kiosk highlighting the Monrovia Public Library.
- Updated the Board on the current State wide mandated Water Conservation. Comparing June 2014 and June 2015 the City conserved 34.5%, compared to state mandated 28%. The City will create and implement a six-step fee (penal) structure. Residents can report anonymously online or call in for any water wasting situation.

**DIVISION MANAGER'S REPORT:** Library & Recreation Manager, Kerri Zessau reported:

- Updated the Board on the status of the installation of the credit card machine.
- The Library participated in the "One Million Reader" program and exceeded the pledged goal of 2000 readers.
- Summer Reading program is not only for children, the Library also provided the adult reading component and supporting programs, such as Juicing 101 and the Truck Petting Zoo.
- Attended this month's SCLC meeting. Monrovia has by far the widest range of activities and support groups compared to other libraries.

**LIBRARY BOARD LIAISON REPORTS:**

**LR-1** Boardmember Carlson: Monrovia Reads awarded several Monrovia High School students a total of \$3,000 scholarships. The Proactive Tutoring (PAT) program had 140 tutors that donated nearly 9,000 hours.

**LR-2** President Harvis: No report.

**LR-3** Vice President Morgan: No report.

**LR-4** Boardmember Radford: The Friends of the Library Board approved a total of \$18,950 for Library funding at their July 6, 2015 meeting. They are in the process of updating and developing a handbook for Boardmembers and they are currently planning the annual volunteer potluck to be held in September or October.

**LR-5** Board Member Wall: Save the Date cards will be going out early August for the Literacy Fundraiser scheduled on November 8, 2015. The committee developed bookmarks to advertise the event that will be distributed at the Library. The planning committee is currently gathering more contact information and soliciting for ads and sponsors.

**NEXT MEETING:** The next regular Library Board meeting will be held on Thursday, August 27, 2015 at 7:00 p.m. at the Monrovia Community Center, Monroe Room.

**ADJOURNMENT:** The regular meeting of the Library Board was adjourned at 8:09 p.m.