

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

CONVENE: Board President Harvis convened the regular meeting of the Monrovia Library Board on Thursday, August 27, 2015 at 7:00 p.m., in the Monrovia Community Center Monroe Room, 119 West Palm Avenue, Monrovia, California. Staff in attendance; Public Services Director, Tina Cherry, Library & Recreation Manager Kerri Zessau, Librarian II Adult Services Carol Kampe, Librarian II Youth Services Annette Simpson, Librarian II Youth Services Elizabeth Schneider, and Administrative Clerk II Miga Wang.

PLEDGE OF ALLEGIANCE: Boardmember Radford led the Flag Salute.

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

ANNOUNCEMENTS: Public Services Director, Tina Cherry, announced the appointments of Elizabeth Schneider as the new Youth Services Supervisor, and Rebecca Elder as the new Adult Services Supervisor.

PRESENTATIONS: Youth Services Supervisor Elizabeth Schneider recognized the Teen Advisory Board Volunteers of the Year 2015 – Alexis Silva, Ethan Fisk, and David Herrera.

CONSENT CALENDAR: It was moved by Boardmember Radford and seconded by Vice President Morgan 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 July 23, 2015 Regular Meeting
- CC-2 Adult and Youth Services Program Report for August 2015

TEEN ADVISORY BOARD (TAB): Meagan Matthiessen, Ethan Fisk and David Herrera provided updates on current and upcoming TAB events.

PUBLIC INPUT: None

ADMINISTRATIVE REPORTS:

AR-1 2014-15 Teen Advisory Board (TAB) Evaluation: Youth Services Supervisor, Elizabeth Schneider reported participation in TAB remained fairly consistent, with 164 members enrolled from July 2014 to May 2015, as compared to 161 members the previous year. The Teen Advisory Board serves as the voice of local youth at the Library. TAB members contributed 2,797 volunteer service hours during 2014-15 which represents a staff cost savings of \$25,173.

After discussion, it was moved by Boardmember Wall and seconded by Boardmember Carlson to receive and file, AR-1 2014-15 Teen Advisory Board (TAB) Evaluation. There were no objections, and the motion was unanimously approved.

CC-1

AR-2 2014-15 Circulation Statistics Annual Evaluation: Senior Librarian Adult Services, Linda Granicy, on behalf of Library Office Supervisor Julie Gallardo, provided a history of the Monrovia Library, how Library Statistics were initially developed, tracked and published, and how the process has evolved over time. Overall the Library experienced a 2% increase in Adult Circulation. DVD rentals saw an 81% increase. Staff attributes this increase to the \$1 rental fee approved in 2014, and the increases check-out limit from 3 to 20 DVD's. Staff implemented a 7-day checkout compared to only a 3-day checkout previously. This helped to increase the Children's DVD checkout by an astonishing 148%. Computer usage is down. Although not able to track, staff has noticed a substantial increase in patron's using the Library's Wi-Fi service, some with multiple devices.

After discussion, it was moved by Boardmember Wall and seconded by Boardmember Radford to receive and file AR-2 2014-15 Circulation Statistics Annual Evaluation. There were no objections, and the motion was unanimously approved.

DIRECTOR'S REPORT: Public Services Director Tina Cherry, provided an update on Library Funds and Grants.

- Miller Trust = \$70,000 is specifically for the purchase of library books only. Interest earned is \$29,000. These are the only monies that can be used for this purpose. Initial sum is to remain untouched.
- Bartle Trust = \$220,881
- Gates Foundation = \$466. Staff will spend the money this fiscal year.
- Hoffman Technology Center Fund = \$1,736. Staff will spend the money this fiscal year.
- Bond Funds = \$255,000, of this, \$150,000 is set aside for computer replacement.

DIVISION MANAGER'S REPORT: Library & Recreation Manager Kerri Zessau reported: The 2015 Summer Reading Program had registered participation of 2,316, compared to approximately 1,800 the previous year. • Update on the Library mural and provided a handout to the Board. • Fall programming; Youth Programming ~ highlighting free afterschool tutoring, provided by ProActive Tutoring on Monday and Tuesday. • Road to Reading, a school readiness on-line program. • Adult Programming ~ Tamale Tasting, Coffee and Coloring, and a Social Security Education program.

LIBRARY BOARD LIAISON REPORTS:

LR-1 Boardmember Carlson: Approximately 900 children participated in the Back to School distribution.

LR-2 President Harvis: No report.

LR-3 Vice President Morgan: No report.

LR-4 Boardmember Radford: Semi-annual book sale is scheduled for September 11 and 12.

LR-5 Boardmember Wall: Planning for the fundraiser is moving along. Save the date cards have been mailed. Flyers have also been delivered to the Chamber of Commerce. Computers approved earlier in the year are now operational.

NEXT MEETING: The next regular Library Board meeting will be held on Thursday, September 24, 2015 at 7:00 p.m. at the Monrovia Community Center, Monroe Room.

ADJOURNMENT: The regular meeting of the Library Board was adjourned at 8:40 p.m.