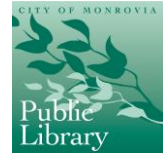




**CITY OF MONROVIA  
LIBRARY BOARD  
YOUTH SERVICES PROGRAM REPORT**



**DEPARTMENT:** Community Services  
Library Division  
**PREPARED BY:** Elizabeth Schneider,  
Youth Services Librarian II

**MEETING DATE:** August 28, 2014

**AGENDA LOCATION:** AR-1

**TITLE:** 2013-14 Teen Advisory Board (TAB) Evaluation

**OBJECTIVE:** To provide the Library Board with the annual evaluation of the 2013-14 Teen Advisory Board.

**BACKGROUND:** The Teen Advisory Board (TAB) was formed in June 2009 for sixth through twelfth grade teens to plan events for the Library, offer volunteer services, make suggestions for purchasing teen books, movies, and CDs, and help plan fundraisers. TAB members get involved in the community via City events such as the Annual Arbor Day celebration and establish relationships with other teens and non-parental adult role models.

Librarians feel that it is important to encourage teens from different backgrounds to join TAB in order to garner a wider range of program suggestions. Staff uses this feedback to provide programs and materials that will attract a variety of teens from across the community. The TAB program encourages lifelong library use and gives teens a sense of empowerment via their suggestions for programs and services.

**ANALYSIS:** The members of TAB come from all walks of life and from different schools in the area. Schools represented are Monrovia High School, Santa Fe Middle School, Clifton Middle School, area private schools, and home schools. TAB members are recruited at the Library when they attend teen programs or are regulars using the computers.

Librarians visited Clifton and Santa Fe middle schools in December 2013 and May 2014, talking to every English class. During these visits, teens learned about new books to read and were encouraged to become a member of TAB and Summer Reading Club volunteers. 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. The following information is an overview of the 2013-14 TAB program:

1. **Members:** TAB had 161 members enrolled from July 2013 to May 2014, as compared to 153 members in the previous year. Due to the outreach efforts of staff visiting the middle schools, over 45 percent of the members are in sixth, seventh, and eighth grade, and most attend Monrovia public schools. The number of high school members is slowly growing as the middle schoolers get older, with the largest group of members being eighth and tenth graders.

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

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<b>TAB MEMBER SCHOOLS</b>			
<b>Schools</b>	<b>2011-12</b>	<b>2012-13</b>	<b>2013-14</b>
Clifton Middle School	87	42	33
Santa Fe Middle School	65	15	19
Monrovia High School	56	63	70
Canyon Oaks School	1	0	0
Arcadia Schools	11	11	9
Private Schools	11	9	17
Home School	4	5	5
Duarte Schools	2	3	4
San Gabriel Schools	1	1	1
Alhambra Schools	1	1	0
Pasadena Schools	1	0	2
Pomona Schools	1	0	0
San Marino Schools	1	0	0
Sierra Madre Schools	0	3	1
<b>Total TAB Members</b>	<b>242</b>	<b>153</b>	<b>161</b>

In the 2011-12 school year, middle schoolers were heavily recruited to help with the Summer Reading Club. This resulted in an overwhelming number of volunteers with not enough tasks available to accommodate them. Staff took a more relaxed approach to recruiting new members in the following years, resulting in a much more manageable, steady group of volunteers.

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

<b>TAB MEMBER GRADES</b>			
<b>Grade</b>	<b>2011-12</b>	<b>2012-13</b>	<b>2013-14</b>
Grade 6	25	11	11
Grade 7	66	31	26
Grade 8	73	32	34
Grade 9	31	32	28
Grade 10	17	18	34
Grade 11	20	12	15
Grade 12	10	17	13
<b>Total TAB Members</b>	<b>242</b>	<b>153</b>	<b>161</b>

2. **TAB Council:** Formal elections were held in April to vote for board members for a term that runs for one year. The 2014-15 TAB Council consists of a High School President, two Co-Vice Presidents, Secretary, Director of Volunteers, and Director of Programs. The six member council leads the Teen Advisory Board members every month. The TAB meetings and events are supervised by Library staff members.
3. **Programs:** TAB held a variety of teen events during the past year, including creating a monthly 80's movie night, the Creepy Canyon Night Hike, in partnership with the Park Rangers, Life-Sized Game Nights, Hunger Games Challenge, making gingerbread houses, and a Zombie Apocalypse. The most popular was the Hunger Games Challenge with 31 participants, and an average of 28 teens attended the other events.

4. **Projects:** Members volunteered their time to represent TAB at Library Board meetings and City Council meetings, assisted with Adult and Youth Services programs. TAB members developed an online creative writing club using Wattpad. Participants can write stories using the monthly prompt or create their own story and share it to get feedback. In spring 2014, staff was invited to partner with a Clifton Middle School English teacher to create a weekly lunchtime book club. The Friends of the Monrovia Public Library have agreed to support expanding this model to include a book club at each of the Monrovia middle school sites. Benefits to the book club include building a relationship between the students, faculty and library staff to encourage reading for pleasure, and participation in the public library community, whether that be checking out books or volunteering in TAB.
5. **Collaboration:** TAB partnered with the Recreation Division Youth Commission (YC) to volunteer at the following City Events: the MAP Neighborhood Conference, Spring Egg Hunt, Arbor Day, Mother's Day Home Tour, Fountain to the Falls, Halloween and the Youth Summit. Each YC and TAB member who volunteered for at least two City events and a minimum of 50 hours were eligible to attend the Knott's Berry Farm excursion on June 21. Fourteen TAB members reached the goal, and were invited on the trip.
6. **Volunteer hours:** The total number of hours that TAB members volunteered last year was 3,580 hours compared to the previous year of 3,027 hours. The number of members remained approximately the same, but the number of hours increased by 500. This could be a result of the collaboration between TAB and Youth Commission which increased volunteer opportunities.
7. **Sleepover:** To honor the teens who volunteered over 50 hours, the TAB/Youth Commission Sleepover was held the evening of Friday, July 25 through the morning of Saturday, July 26. Invitations were sent to 24 eligible teens and 18 teens attended the event. The night's activities included watching a movie, participating in a scavenger hunt, playing games, and listening to scary stories.
8. **No Shush Wednesday:** No Shush Wednesday began on October 5, 2011, continuing every Wednesday, except for holidays and school breaks, through December 11, 2013. An average of 25 teens attended every Wednesday during the 2012-13 school year. The room was staffed with an adult volunteer, and responsible TAB volunteers operating the snack table under the supervision of staff. No Shush Wednesday had become a permanent program during the school year to alleviate noise in the Library, and create a welcoming space for teens after school. Attendance steadily decreased in the fall of 2013. Combined with decreased staffing levels, it was determined there was not a community need for this program at the time, but the need for No Shush Wednesday will continually be reevaluated.
9. **Youth Volunteers of the Year:** The Youth Volunteers of the Year were acknowledged at the June 11 Community Services TAB/YC year-end celebration at Recreation Park. TAB recognized Brian Alvarado as Volunteer of the Year, volunteering over 105.5 hours this fiscal year. Brian Alvarado is the TAB Director of Volunteers, volunteers for many library events, and has helped to develop many teen library programs throughout the year.

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

**FISCAL IMPACT:** During the year of 2013-14, 161 TAB members contributed 3,580 hours of volunteer service. The volunteer support saved the Library \$32,220, compared \$24,216 the previous year. The dramatic increase is due a starting wage of \$9 per hour for a Library Page compared to \$8 per hour the previous year.

**PROGRAM BENEFITS:**

1. The Teen Advisory Board serves as the voice of local youth in the Monrovia Public Library.
2. The Teen Advisory Board's volunteer efforts saved the Monrovia Public Library \$28,640 in part-time staff costs in this fiscal year.
3. TAB members develop and implemented monthly teen programming for community teens.
4. More children's library programming such as the summer STEAM series were made available to patrons because teen volunteers managed the events.

**PROGRAM IMPACTS:**

1. The Teen Advisory Board remains an unbudgeted program and Staff must ask for program funding from the Friends of the Monrovia Public Library to offset supplies. In 2013-14, the Friends of the Monrovia Public Library donated \$2,400 for the purchase of programming materials, snacks, and supplies.

**STAFF RECOMMENDATIONS:**

1. Staff recommends TAB expand the book club to include clubs at both local middle school sites, and look into making the clubs 'satellite' locations.
2. Staff recommends TAB research a system to recognize TAB members and communicate their successes to the community such as a digital badge recognition program.

**RECOMMENDATION:** Staff recommends the Library Board move to receive and file AR-1 2013-14 Teen Advisory Board (TAB) Evaluation.

**LIBRARY BOARD ACTION REQUIRED:** If the Library Board concurs, the appropriate action would be to motion to: ***Receive and file, AR-1 2013-14 Teen Advisory Board (TAB) Evaluation.***

# AR-1