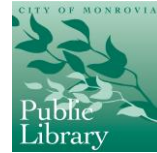




**CITY OF MONROVIA
LIBRARY BOARD
AGENDA REPORT**



DEPARTMENT: Community Services
Library Division

MEETING DATE: August 25, 2022

PREPARED BY: Amanda Carey,
Youth Services Librarian

AGENDA LOCATION: AR-1

TITLE: 2021-22 Teen Advisory Board (TAB) Evaluation

OBJECTIVE: To provide the Library Board with the annual evaluation of the 2021-22 Teen Advisory Board.

BACKGROUND: The Teen Advisory Board (TAB) was formed in June 2009 for sixth through twelfth grade teens to plan events for themselves and their peers at the library, offer volunteer opportunities, and make suggestions for purchasing materials for the young adult collection. TAB members get involved in the community by assisting with City events, and are able to establish relationships with other teens as well as with adult role models.

Library staff emphasizes the importance of creating a library environment that serves teens from diverse backgrounds, and the rich diversity of TAB enables a wider range of voices to be heard. Staff rely on teen feedback to design programs and purchase collection materials that appeal to teens throughout the community. The TAB program encourages lifelong library users and fosters a sense of empowerment and teamwork amongst teens via their suggestions for programs and services, further connecting teens with the library and with the community.

ANALYSIS: TAB membership includes teens from all walks of life and from different schools in the area served by the library. Local schools include Monrovia High School, Santa Fe Middle School, Clifton Middle School, and area private schools, in addition to home schools. However, TAB membership also appeals to teens from neighboring communities, including teens attending school in Duarte, Arcadia, Pasadena, and throughout the San Gabriel Valley. Membership is open to all teens in sixth through twelfth grade. 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. At the end of the school year, teens interested in continuing their TAB membership submit a new application with updated contact information.

The following information is an overview of the 2021-22 TAB program:

1. **Members:** TAB membership included 85 active teen members from June 2021 through May 2022. Due to Covid-19 related school closures and limited library operations during the 2020-2021 TAB season, TAB members were not required to submit new TAB applications, and memberships were retained from the previous year. This year the requirement for re-applications resumed and in-active members were removed from the active roster. Those included teens who did not participate in TAB meetings or other TAB activities, graduated high school, or moved out of the area. Even though we had quite a few members removed from the roster, we had 45 new members join throughout this school year. With

AR-1

regular library hours and programming returning we have had more opportunities for TAB members to volunteer and have seen an increase of interest in the program. 40% of TAB members were in 6th through 8th grade during the 2021-22 school year compared to 48% in 2020-21 school year. The remainder of TAB members, 60%, were in 9th through 12th grades, which is an increase from the previous year at 52%. Many of our TAB members graduated from middle school and continued on with the program while in high school. TAB members played a role in recruiting new members through word-of-mouth and school-wide messages on their virtual learning platforms.

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

TAB Membership by School			
School	2019-20	2020-21	2021-22
Clifton Middle School	58	45	11
Santa Fe Middle School	18	11	11
Monrovia High School	47	53	41
Monrovia Charter Schools	N/A	2	N/A
Arcadia Public and Charter Schools	15	10	3
Private Schools	19	9	6
Home Schools	2	2	1
Duarte Schools	9	5	4
Pasadena Schools	7	N/A	N/A
Other	18	9	8

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

TAB Membership by Grade			
Grade	2019-20	2020-21	2021-22
Grade 6	28	1	11
Grade 7	48	28	12
Grade 8	27	42	11
Grade 9	32	20	8
Grade 10	19	40	14
Grade 11	14	13	21
Grade 12	4	2	8
Total TAB Members	172	146	85

- TAB Council:** TAB Officer Elections resumed this year. TAB members who were interested in serving on the TAB council wrote presentations and spoke to their fellow TAB members over Zoom. The elections were held in April to vote for TAB Council Officers for a term of one year. The 2021-22 TAB Council included the positions High School President, Vice President, Secretary, Director of Programs, and Director of Volunteers. TAB Officers lead each monthly meeting, under supervision of the TAB supervising librarian.
- Programs:** TAB planned and participated in several events in the 2021-22 school year. Some events were held virtually or were "Make & Take" kits. Other events were held in-person. TAB members helped decide what kinds of virtual programs that they would like to participate in. Some of those programs included STEAM kits such as Soap Making, Little Bits Music Inventor, Sphero Mini Robots, and crafting/maker programs. TAB also hosted several in-person Laser Tag events. A couple of other in-person events like the Escape Room and the Murder Mystery Party had to be postponed due to Covid-19 precautions, but were rescheduled and held the following season.

4. **Projects:** Members volunteered their time to represent TAB at Library Board meetings. TAB also played a role in suggesting and planning virtual teen programs, such as Soap Making, Little Bits Music Inventor, and Sphero Mini Robots. TAB members also worked with library staff when volunteering to prepare crafts, kits, and activities for patrons to pick-up or use during library programs. They worked collaboratively on the TAB Discord server to share ideas, ask questions, and when needed meet virtually for programs.
5. **Collaboration:** TAB partnered with the Recreation Division's Youth Commission to present at the Arbor Day tree planting in Recreation Park and help with the Spring Egg Hunt in April. TAB members volunteered at the Make a Difference Day event in October and planned an activity for families during the Thankful and Grateful event in November. They also had the opportunity to work with the Monrovia Duarte Black Alumni Association again this year for their Children's Art Exhibit and Black History Month Celebration in February and their Luncheon in April.
6. **Volunteer Hours:** This year TAB members volunteered for a total of 717 hours. This is compared to the 2020-21 year where TAB members volunteered a total of 310 hours due to lack of volunteer opportunities during the Covid-19 pandemic. TAB volunteer hours increased this year as more opportunities were available as Covid-19 restrictions changed. TAB members were able to volunteer at library programming again and participate in citywide events. Other TAB volunteer hours included attending TAB meetings, planning virtual and in-person teen events on Discord, and representing TAB at Library Board meetings. Even with the increase in volunteer opportunities there is still a drop in volunteer hours from pre-Covid-19 numbers. This change is a result of a number of factors, including less volunteer-heavy programming in 21/22 and no volunteer opportunities related to the 2021 Summer Reading Program, which is where a large number of volunteer hours come from each year. The library re-introduced a full Summer Reading Program in 2022 as well as more in-person programs, so volunteer hours will continue to increase moving forward.
7. **Outcomes:** The Covid-19 pandemic and migration to virtual instruction continued to impact teens throughout this school year. Teen feedback throughout the years has shown the significance that TAB plays in the community and the library. This school year the library was able to bring back in-person programming and that allowed more opportunities for teens to participate in-person. In addition, large-scale citywide events also resumed and gave TAB members the chance to work with other youth organizations and community groups. With more opportunities available, staff reviewed membership guidelines and resumed the requirement for yearly renewal applications which had been suspended during the pandemic. TAB membership did drop as members who had not participated in the last two years, graduated from high school, or moved away were taken off the active roster. Participation in meetings and events greatly increased this year as more opportunities for community involvement were available. As schools resumed in-person activities, word of mouth about the TAB program also increased. The program welcomed in 45 new members this year compared to eight new members the previous year. TAB continued to be an essential connection for teens to the library during this uncertain time. TAB members were able to build community by attending meetings, whether they were virtual or in-person. Since the pandemic interrupted the social components of their everyday lives, TAB was even more crucial in maintaining this connection between teens, ensuring that the library maintained a welcoming and familiar environment for teens through the changes and challenges brought on by the pandemic.

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

FISCAL IMPACT: During the fiscal year of 2021-21, TAB members contributed 717 volunteer hours to the library. Based upon a Library Aide wage of \$15.09 per hour, this volunteer support saved the City \$10,820. The TAB program is funded entirely by donations from the Friends of the Monrovia Public Library.

PROGRAM COMMENTS:

1. TAB remains an engaging program designed to highlight the voices of teens within the community and promote active teen contributions to the Monrovia Public Library.
2. TAB continued serving teens in the community by connecting teens to the library and remaining a vital source of library and community information for teens and their families.

PROGRAM RECOMMENDATIONS:

1. Staff recommends increasing outreach opportunities to Clifton and Santa Fe Middle Schools to increase the number of middle school participants in TAB.
2. Staff recommends renewed recognition incentives for TAB participation and engagement, such as volunteer of the year awards.

RECOMMENDATION: Staff recommends that the Library Board move to receive and file **AR-1 2021-22 Teen Advisory Board (TAB) Evaluation Report.**

LIBRARY BOARD ACTION Required: If the Library Board concurs, the appropriate action would be a motion: ***Receive and file report AR-1 2021-22 Teen Advisory Board (TAB) Evaluation Report.***

AR-1