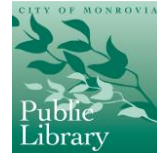




**CITY OF MONROVIA  
LIBRARY BOARD  
AGENDA REPORT**



**DEPARTMENT:** Public Services,  
Library Division

**MEETING DATE:** January 28, 2016

**PREPARED BY:** Elizabeth Schneider,  
Youth Services Supervisor

**AGENDA LOCATION:** AR- 1

**TITLE:** 2016 Reimagining Library Board Reports

**OBJECTIVE:** To provide the Library Board with a new meeting format.

**BACKGROUND:** Reports to the Library Board have historically been for board members to receive and file. Most reports contain statistics, which are important in the decision making process, but do not shed light onto the impact the Library has on patrons' lives and our community. In addition, we have listened carefully to the Board and want to respond to what we believe the Board has requested.

**ANALYSIS:** Board members have noted in discussions they are interested in the value library services gives to the Monrovia community and how they can help to increase the impact. Some of the themes staff has heard include:

- The Board wishes to be more engaged in the strategic direction of the Library.
- The Board would like to have more opportunities to provide feedback and direction related to the development of programs and services.
- The Board would like to know more than how many individuals are served; more about the impact made.
- The Board would like to have a more comprehensive and clear understanding on how the Library will use and maintain technology to ensure we provide a premier experience for our patrons and the community.

Staff has heard this feedback and in response, would like to change the report format to allow board members to contribute more to the discussion related to the services the Library provides.

Library staff recommends these steps to engage the board members in providing feedback.

- Staff will be preparing a report for the Board at the February meeting on the current Strategic Plan and recommend next steps to update the plan. Suggestions will include working with a subcommittee to include a Library Board Member and other stakeholders in assessing the future of the Library.
- When appropriate, reports will contain qualitative data and outcome based information to illustrate the impact the Library's services and programs have on patrons. While staff will still give oral reports to the Board, the information is hoped to start discussion and allow board members an opportunity for contribution. Reports will shift from a "receive and file" format to a participatory discussion based on the qualitative data and the stated strategic direction(s).
- When a report is a "receive and file" format, the item may be placed on the Consent Calendar or under Reports from Staff; allowing more time for meaningful discussion related to action items.

**AR-1**

The Consent Calendar will allow the Board to take action without discussion and the Reports from Staff will allow for information sharing with no action requested.

**RECOMMENDATION:** Staff is requesting feedback from the Board related to the new format and recommends the Library Board move to receive and file AR-1 2016 Reimagining Library Board Reports.

**LIBRARY BOARD ACTION REQUIRED:** If the Library Board concurs, the appropriate action would be a motion: **Receive and file report AR-1 2016 Reimagining Library Board Reports.**

**AR-1**