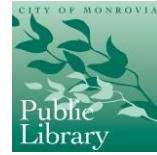




**CITY OF MONROVIA
LIBRARY BOARD
AGENDA REPORT**



DEPARTMENT: Community Services

MEETING DATE: January 26, 2023

PREPARED BY: Carey Vance,
Library Manager

AGENDA LOCATION: AR-2

TITLE: 2021-2022 California Public Library Survey Report

OBJECTIVE: To provide the Library Board with an overview of the California Public Library Survey and the 2021-2022 findings

BACKGROUND: The California State Library collects annual data from all public libraries according to the Education Code 19320-19328 and it becomes part of the national collection of information on the nation's public libraries that is coordinated by the Institute for Museum and Library Services. In addition, the Monrovia Municipal Code provision 2.64.050 outlines the Library Board's role in approving an annual report on the Library for both the City Council and State Librarian. The data reported here represents library activity and expenditures for FY 2021-2022. Staff filed Monrovia's draft report with the State Library on November 2, 2022. The State Library typically publishes the data on their website by early 2023. Previous years reports are available on the State Library website for review and comparison. Staff will continue to provide the Library Board with an annual report on the California Public Library Survey.

ANALYSIS: The data used for the Public Library Survey is developed from the annual circulation and programming statistics kept by the library. The Public Library Survey report's format shows FY21/22 statistics and information on the left side and FY20/21 statistics on the right side of the attached document. Some FY20/21 statistics are not shown. In those cases, staff have provided the numbers for FY20/21 in this administrative report to better understand the difference between the two reporting periods. FY20/21 was greatly impacted by the library closure due to the Covid-19 pandemic (March 2020-April 2021) and the subsequent introduction of virtual programming and services.

Due to the strict guidelines the State Library uses for data reporting and the changes that can happen from year to year, there are a few areas that require further explanation:

Section 3, Library Income-Fields #3.2 & 3.3 – State Funds & Federal Funds: The library received funds from several ongoing grants from the State Library in FY21/22, including: the CENIC Broadband Network Grant (\$21,113), the California Library Literacy Services Grant (\$27,029), and the Family Literacy Grant (\$48,600), as well as the remaining funds from the FY20/21 Shared Vision Grant for the new Monrovia Reads Van, which had been delayed due to Covid. The FY20/21 Shared Vision Grant totaled \$74,300 with the majority of the payments received in FY20/21. The total of federal grant funds was higher in FY21/22 compared to FY20/21 due to the funds for a new book locker in Recreation Park from the Library Services & Technology Act (LSTA) Grant that totaled \$42,396.

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Section 4, Library Expenditures-Fields #4.4-4.9 Collection Expenditures: The library closure afforded staff the opportunity to review, update, and inventory the collection, removing materials that were out of date or damaged. Staff also removed missing items from the catalog to ensure an accurate search for patrons. Maintaining an up to date, relevant collection is one of the key elements of the library's Strategic Plan and the review took place over nearly two years. Purchasing of replacement materials began in FY21/22. Staff responded to feedback from patrons in adding items to the various collections that best fit the community's needs and interests. This resulted in an overall increase in material expenditures for FY21/22.

Section 5, Library Staff-Fields #5.3, 5.8, & 5.9 – Total Count of Persons Employed, Total Number of Volunteers, and Total Hours Volunteered: The library had vacancies due to retirements and resignations in FY21/22 but were able to fill many of those positions in FY22/23, which will be reflected in next year's report. In Fields #5.8 & 5.9, there are no statistics available for FY20/21 since volunteers were unable to work onsite while the library building was closed. This changed in FY21/22, with volunteers returning onsite to support programs and services.

Section 6, Library Collections-Field #6.9 & 6.11 – Other Physical Items and Current Print Serial Subscriptions: In response to the changing needs of the local community, the library has introduced a number of "non-book" items for patrons to borrow over the years, including telescopes, ukuleles, early literacy kits, mental health & wellness kits, and special Parks Passes which fall under the category of Other Physical Items. Under Current Print Serial Subscriptions, there is an increase from FY20/21 to FY21/22. This is a result of many newspaper and magazine subscriptions being placed on hold during the library's closure in FY20/21 but that were renewed in FY21/22 upon the library's reopening.

Section 6, Library Collections-Field #6.13-6.16 – # of Downloadable Audio Materials, Downloadable Video Materials, Electronic Collections Locally Funded and State Funded: The pandemic continued a trend of increased use of eMaterials, resulting in the purchase of additional eBooks and downloadable audio materials by staff. The company that previously provided downloadable video materials was purchased by another company in FY21/22 and stopped providing this content. The library was able to subscribe to another online video resource, Kanopy, in FY22/23 that provides library users with streaming access to a number of movies and documentaries. In FY21/22, the State Library provided a number of additional, free online resources for public libraries in California, including: Skillshare, National Geographic for Kids, and Learning Express Library among others.

Section 7, Library Services-Fields #7.1 to 7.4 – Hours Open, Library Visits, & Reference Transactions: the closure of the library from March 2020-April 2021 due to the pandemic greatly impacted the total number of hours open in FY20/21 as well as the number of visits and number of reference transactions. The library reopened on May 3, 2021 with limited hours and returned to its regular operating hours on June 1, 2021.

Section 7, Library Services-Fields #7.10-7.12 & 7.17 – Total Physical Item Circulation, Circulation of Children's Materials, Circulation of Non English Materials, and Circulation of Other Physical Items: the library closure from March 2020-April 2021 greatly impacted physical item circulation. Curbside Pickup Service launched on July 6, 2020, giving access to materials during limited hours while reopening saw a slow, steady increase to circulation statistics in May and June 2021. FY21/22 saw an increase to circulation of all materials with the return to regular, onsite services and programming.

Section 7, Library Services-Fields #7.20-7.22 – Total Annual Circulation, Total Electronic Content Use, and Total Content Use: the library closure due to the pandemic greatly impacted circulation statistics for FY20/21. FY21/22 saw an increase in circulation of physical items while circulation of electronic items returned to pre-

pandemic levels. The Total Annual Circulation includes both physical and electronic items being borrowed while Total Content Use also includes the total number of times the library's online resources were accessed.

Section 7, Library Services-all fields under Live Programming: Due to the unique circumstances of the pandemic, programming statistics were split into two categories, one for live, in-person and virtual programming and one for recorded virtual programming. Live virtual programs included Zoom programs, Literacy workshops, TAB meetings, and Veterans trainings. Overall, with the library closure from March 2020-April 2021, the live in-person program attendance and number of programs for FY20/21 was less than the previous years. With school sites closed, the Monrovia Reads Van had limited opportunities for outreach during FY20/21, with a total of 14 visits serving 876 community members. Despite the interruptions of COVID and the recalibrating to virtual programming, staff still were able to provide a total of 377 programs for a total of 2,942 participants in FY20/21. In FY21/22, staff returned to live, in-person programming as well as providing hybrid options for those who preferred virtual access at a total of 459 programs for 16,516 participants.

Section 7, Library Services-all fields under Recorded Programming: Recorded programming in FY20/21 included storytimes, crafts, community interviews, and makerspace videos posted on the library's social media pages. During FY20/21, staff created a total of 212 videos with 22,862 views. With the return of in-person programming in FY21/22, staff transitioned to on-site programs while still providing some recorded content for those unable to visit the library, largely with online storytimes and book recommendation videos. In FY21/22, staff created 48 online videos with 61,878 total views.

Section 9, Bookmobiles-all fields under Bookmobiles: The Monrovia Reads Van visits each of the 10 schools in the district from preschool to high school, to ensure all students are able to access library services at their school sites. With campuses closed during FY20/21, the van had a limited schedule but returned to schools in September 2021. FY21/22 reflects the increase in circulation and service hours with the return to campuses. In October 2021, the new, electric Monrovia Reads Van went into use with customized shelves that allow staff to rotate the collection based on the ages of the students served at each site. FY21/22 also saw the full return of year-round service with summer school outreach visits.

Section 10, Library Outlets-Field #10.21-10.30 under Hours and Counts: The library building closed on March 13, 2020 and reopened with limited hours on May 3, 2021. The library returned to regular operating hours on June 1, 2021. This resulted in the building only being open 8 weeks in FY20/21 though library services were still made available during the closures with Curbside Pickup and virtual programming. By FY21/22, the library had returned to regular service hours.

FISCAL IMPACT: There is no fiscal impact associated with this report.

RECOMMENDATION: Staff recommends the Library Board move to review and recommend City Council approval of AR-2 2021-2022 California Public Library Survey Report.

LIBRARY BOARD ACTION REQUIRED: If the Library Board concurs the appropriate action would be a motion to: ***Review and recommend City Council approval of AR-2 2021-2022 California Public Library Survey Report.***

NOTE: for further reference, please see attached 2021-2022 California Public Library Survey

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