

**MINUTES OF THE REGULAR MEETING  
OF THE  
MONROVIA LIBRARY BOARD  
HELD THURSDAY, JANUARY 26, 2023**

**CONVENE:** President Carlson convened the regular meeting of the Monrovia Library Board on Thursday, January 26, 2023 at 7:00 p.m. in the Monrovia Community Center, Monroe Room, 119 W. Palm Avenue, Monrovia, California. Staff in attendance: Library Manager, Carey Vance, Adult Services Supervisor, Stefanie Ulate, Youth Services Supervisor, Ginger Antunez, Management Analyst, Julie Gallardo, Senior Administrative Assistant, Miga Wang.

**PLEDGE OF ALLEGIANCE:** Boardmember Ling led the Flag Salute.

**ROLL CALL:** In attendance: Boardmember Ramos, Boardmember Ling, Boardmember Hernandez, Vice President Harvis, and President Carlson.

**PRESENTATIONS:** None.

**CONSENT CALENDAR:** CC-1 was moved by Boardmember Ling and seconded by Boardmember Hernandez. CC-2 was moved by Boardmember Ling and seconded by Boardmember Hernandez. CC-3 was moved by Boardmember Ling and seconded by Boardmember Hernandez. There were no objections and the motion was unanimously approved.

**CC-1** Unadopted Minutes of the October 27, 2022 Regular Meeting

**CC-2** Unadopted Minutes of the December 14, 2022 Special/Study Session Meeting

**CC-3** Adult and Youth Services Program Report for January 2023

**TEEN ADVISORY BOARD (TAB):** Cassidy Rose, a 7th grader at Santa Fe Middle School and Charlie Gallardo, a 12th grader at Monrovia High School provided updates on current and upcoming TAB events.

**PUBLIC INPUT:** None.

**AR-1 Library Strategic Plan Q1 2023 Progress Report** – Carey Vance, Library Manager provided the 2023 Q1 Library Strategic Plan Progress Report. As of January, 91% of the library's strategic plan goals had been met and 60 activities had been completed. In all, 2,835 students have received services through Monrovia Reads Van since the beginning of the new school year in September 2022. Staff held 245 in-person and virtual programs for all ages in 2022, with a total of 9,205 participants participating between January and December 2022. The Veterans Resource Center provided support for 1,107 veterans. Staff continue to work on the Library Enhancement Project plans to provide more internal and external space for the community. Staff will continue to provide programs and services

**CC-1**

that meet patrons needs virtually, in-person, and in the community. The library will be using the technology to expand access to library services throughout the community.

**After discussion**, it was moved by Vice President Harvis and seconded by Boardmember Hernandez to: receive and file **Library Strategic Plan Q1 2023 Progress Report**.

**AR-2 2021 - 2022 California Public Library Survey** - Carey Vance, Library Manager provided an overview of the annual California Public Library Survey and the 2021-2022 findings. Here are a few summarized explanations:

The library received several large COVID-related grants in FY20-21, which increased the amount of State funding overall. In FY21-22, the Library received federal grant funding from the Library Services and Technology Act (LSTA) for the book locker that was installed in Recreation Park.

Staffing levels were lower in FY21-22 due to retirements and resignations, but new staff have been hired, it will be reflected in FY22-23 report.

Due to the popularity of "non-book" items, such as telescopes and Early Literacy kits, the library has expanded its non-traditional collections with Ukuleles, Launchpads, Mental Health and Wellness Kits, and Parks Passes during FY21-22.

The statistics most impacted by closures due to FY20-21 pandemic included library circulation, number of visitors, reference questions and hours of operation. These numbers increased in F21-22, with the library being open to the public and returning to in-person programs and on-site services.

In FY20-21, staff offered 377 live, virtual programs to 2,942 participants; in FY21-22, staff offered 459 in-person and hybrid programs to 16,516 participants.

Monrovia Reads Van had limited access to school sites in FY20-21 due to the pandemic. The Monrovia Reads Mobile Van program was back to full service in the 10 sites during FY 21-22.

**After discussion**, it was moved by Vice President Harvis and seconded by Boardmember Hernandez to: receive and file **AR-2 2021 - 2022 California Public Library Survey**

## **REPORTS FROM STAFF:**

### **RFS-1 Carey Vance, Library Manager**

- Christopher Escobedo has been promoted to one of our newest Adult Services Librarian; Chris was previously a Recreation Coordinator at Community Services. His official start date at the library is on Monday, January 30.
- The Lunar New Year celebration was held on Saturday, January 22. Participants enjoyed a lion dance, Chinese culture, stories, crafts and activities. There were over 150 participants that came out to join the event.
- The Black History Month celebration will be on Saturday, February 18 from 2:00 pm to 4:00 pm. The Library has collaborated with the Monrovia Duarte Black Alumni Association. There will be live music, crafts and activities.
- Save the date for the Board and Commission Appreciation Dinner on Monday, February 27, 2023 at 5:00 pm.

## **LIBRARY BOARD LIAISON REPORTS:**

- LR-1** President Carlson: The Library Foundation held an annual meeting in December and began working on a new plan and cash flow to prepare for the library programs in the future. The next meeting will take place in March.
- LR-2** Vice President Harvis: Monrovia Historical Museum volunteers worked on refreshing exhibits during the COVID-19 closure. The city is in the process of making needed repairs to the building.
- LR-3** Boardmember Hernandez: The Monrovia Community Coordinating Council held their meeting. One of the highlighted events was the Battle of the Badges Blood Drive hosted by Police Department on February 2. The Duarte Historical Museum will be participating in the Black History Month Celebration on Sunday, February 5. The Romantic Carriage Rides are happening on Valentine's Day, Tuesday, February 14.
- LR-4** Boardmember Ling: No report.
- LR-5** Boardmember Ramos: The Friends of the Monrovia Public Library held a quarterly meeting on January 9. During the meeting, photos were shared of the 2022 Bookmark Contest winners that were recognized at the December 6 council meeting. The Friends have approved funding for the three library program requests for adult and youth programs. The Friends plan to increase the Bookstore's hours of operation in the near future.

## **NEXT MEETING:**

The next regular Library Board meeting will be held on Thursday, February 23, 2023 at 7:00 p.m.

**ADJOURNMENT:** The regular meeting of the Library Board was adjourned at 7:53 p.m.