

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

CONVENE: President Harvis convened the regular meeting of the Monrovia Library Board on Thursday, October 26, 2023 at 7:00 p.m. in the Monrovia Community Center, Monroe Room, 119 W. Palm Avenue, Monrovia, California. Staff in attendance: Community Services Director, Tina Cherry, Library Manager, Carey Vance, Adult Services Supervisor, Kurt Gally, Youth Services Supervisor, Ginger Antunez, Management Analyst, Julie Gallardo, Adult Librarian and Literacy Coordinator, Jade Mushisky, Senior Administrative Assistant Miga Wang and Administrative Assistant Giana Marini.

PLEDGE OF ALLEGIANCE: President Harvis led the Flag Salute.

ROLL CALL: In attendance: Boardmember Allen, Boardmember Carlson, Boardmember Woodford and President Harvis. Vice President Ramos Absent.

PRESENTATIONS: None.

CONSENT CALENDAR: CC-1 was moved by Boardmember Allen and seconded by Boardmember Woodford. CC-2 was moved by Boardmember Allen and seconded by Boardmember Carlson. There were no objections and the motion was unanimously approved.

CC-1 Unadopted Minutes of the September 28, 2023 Regular Meeting

CC-2 Adult and Youth Services Program Report for October 2023

TEEN ADVISORY BOARD (TAB): Oliver Sherman, a 12th grader at Loyola High School provided updates on current and upcoming TAB events.

PUBLIC INPUT: None.

AR-1 2022-2023 Literacy Services Update – Jade Mushisky, Adult Librarian and Literacy Coordinator, provided the Board with an update on the progress of Literacy Services. A total of 94 Literacy programs have been provided with 724 program participants and 656 tutoring sessions. A total of 1,098 volunteer hours have been served; 965 volunteer hours for one-on-one tutoring and 133 hours for programs.

The California State Library awarded the library \$71,435 dollars in funding for literacy services for the 2022/2023 fiscal year. Adult Literacy Services was allotted \$27,695 dollars and \$43,740 dollars was allotted for Family Literacy Services.

There are currently 14 continuously active volunteers and eight new learners have been added to the program. A total of 25 learners served in the program and completed at least one learning goal including: volunteering in the community, starting their own business, becoming a tour guide, moving into their own apartment, and exploring a new career path. Literacy programs for learners and tutors that staff hosted include: Learners Book Club, Write Club, Culture and Conversation, and Interactive Tutor Workshops. Literacy

CC-1

programs that Learners hosted were Watch and Talk, Nature Journaling with A Park Naturalist, and Family Literacy Storytelling Event. Upcoming programs include Trick-or-Read Family Literacy Event, Holiday Potluck and Tutor and Learner Anthology.

After discussion, it was moved by Boardmember Carlson and seconded by Boardmember Betsy to: receive and file **AR-1 2022-2023 Literacy Services Update**.

AR-2 Library Strategic Plan Q4 Update – Carey Vance, Library Manager, provided the Library Board with a progress report on the Strategic Plan as of Q4 2023. The library has accomplished 60 goal activities, which is 91 percent of the total goals. From September 2022 to September 2023, there have been 1,743 visits to Kanopy, an online streaming service that provides access to films from diverse cultures around the world. A total of 325 Veterans have been served by staff and on-site support from the Veterans Resource Center. A total of 2,984 patrons have attended library programs both virtual and in-person for kids, teens and adults since June 2023.

In September, the library hosted a Hispanic Heritage Month Fiesta in Library Park that had 150 children and families attend. The library partnered with Starbucks to launch a monthly Veterans Meetup the second Tuesday of the month for local veterans and their families. A total of eight veterans attended the October meetup. The library hosted four sensory-friendly programs for 88 children and their families during summer and fall. The library hosted eight Barks and Books programs that had a total of 44 children attend. The Barks and Books program helps children who struggle with reading and supports a calm environment for them to read. These programs provide library services that meet their unique needs, to ensure all members of the community have equitable access to the library.

The library is continuing to focus on the Library Enhancement Project and will use technology to provide expanded access to library services for the community and provide programming and services that meet our patrons where they are, either virtually, in-person, or out in the community.

After discussion, it was moved by Boardmember Carlson and seconded by Boardmember Allen to: receive and file **AR-2 Library Strategic Plan Q4 Update**.

AR-3 November and December 2023 Library Board Meetings “Going Dark” – Carey Vance, Library Manager. The Library Board will not meet November and December 2023. The next Library board meeting will resume January 25, 2024.

After discussion, it was moved by Boardmember Carlson and seconded by Boardmember Woodford to: receive and file **AR-3 November and December 2023 Library Board Meetings “Going Dark”**

REPORTS FROM STAFF:

RFS-1 Tina Cherry, Community Services Director

- A special meeting for the Library Board will take place to discuss the upcoming Library Enhancement Project.

RFS-2 Carey Vance, Library Manager

- The annual Library Board Breakfast for staff will take place on Thursday, December 14.
- Upcoming Holiday programming includes the Halloween Bash, Dia De Los Muertos Alter Craft, Veterans Day Ceremony, Thankful and Grateful Holiday Gathering and Tree Lighting, Adult Literacy Holiday Potluck, Holiday Family Feud, Holidays From Around The World, Santa Storytime, Holiday Parade, Holiday Family Movie Marathon.
- The Annual Public Library Survey for funding from the State Library was submitted on Thursday, October 26.

LIBRARY BOARD LIAISON REPORTS:

LR-1 President Harvis: The Monrovia Historical Museum is in the process of raising funds to create an Old House Exhibit, so far \$6,000 dollars has been raised. Francisco J. Gutierrez will be honored with a statue in front of the museum.

LR-2 Vice President Ramos: No report. Absent.

LR-3 Boardmember Nathan Allen: Wildrose Elementary was added as a book distribution site. A total of 102 books were donated to Canyon Early Learning Center.

LR-4 Boardmember Carlson: The Library Foundation is working on funding the library for significant improvements for library technology.

LR-5 Boardmember Woodford: No report.

NEXT MEETING:

The next regular Library Board meeting will be held on Thursday, January 25, 2024 at 7:00 p.m.

ADJOURNMENT: The regular meeting of the Library Board was adjourned at 7:50 p.m.