



**CITY OF MONROVIA  
LIBRARY BOARD  
AGENDA REPORT**



**DEPARTMENT:** Community Services  
Library Division

**MEETING DATE:** June 27, 2024

**PREPARED BY:** Cynthia Eschenfelder,  
Youth Services Library Associate

**AGENDA LOCATION:** AR-1

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**TITLE:** Monrovia Reads Mobile Literacy Program Annual Report FY2023/2024

**OBJECTIVE:** To provide the Library Board with the annual report of the Monrovia Reads Mobile Literacy Program

**BACKGROUND:** In March 2018, local nonprofit, Monrovia Reads partnered with the Monrovia Public Library Foundation and library staff to provide a mobile literacy van that was dedicated to serving children and families throughout the city. Since its launch, the van has been visiting the five local elementary schools after school. At the start of the 2019-2020 school year the van began visiting local preschools, middle schools, and high schools. The van now provides books to the district's 5,100 students. It also attends community events, including Monrovia Area Partnership (MAP) events, city-wide celebrations, and other opportunities throughout Monrovia.

In October 2021 a new electric vehicle was unveiled. This vehicle was funded by a California State Library Grant. This grant enabled the purchase of a new specialized vehicle and provided funds for purchasing more books for the van collection.

The updated electric van features approximately 2,500 books, a WiFi hotspot for quick book checkouts, and built in shelving for the collection. The vehicle makes weekly stops at each elementary school after dismissal during regularly scheduled school days, and monthly stops at local preschool, middle schools, and high schools. At each visit, staff creates new library cards, enabling immediate access to the mobile library's collection of materials. The Monrovia Reads Van brings the resources that children need to enhance their lives through the power of knowledge. This aligns with the Strategic Plan's goals of supporting literacy and lifelong learning for all residents, regardless of their ability to visit the main library building, as well as keeping residents informed about library services and programs.

**ANALYSIS:**

Services:

The Monrovia Reads Van provides library services, including: materials circulation and literacy-related activities for the community. This aligns with the Library's Strategic Plan, specifically the Strategic Direction of Enhanced Access, Goals 2 and 3 related to services in Southern Monrovia and expanding the mobility of the library. The van also falls under the Strategic Direction of Enhanced Partnerships, Goal 2 related to expanding the Library's partnership with the school district.

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Library Staff continue to work with the principals at each school to coordinate the location of the van and its schedule to ensure optimal usage without impacting school activities.

The van’s elementary school schedule for the 2023/2024 School Year:

- Monday – 1:50-3:10 p.m. at Bradoaks
- Tuesday – 1:50-3:30 p.m. at Wild Rose
- Wednesday – 10:35 a.m.-12:40 p.m. at Plymouth
- Thursday –1:50-3:30 p.m. at Monroe
- Friday - 1:50-3:30 p.m. at Mayflower

Expanded service continued this school year which included all middle and high schools in the school district as well as the school district’s preschool, Canyon Early Learning Center. These school sites were visited during the first week of every month. The schedule for these schools were as follows:

- Monday- Canyon Early Learning Center
- Tuesday- Monrovia High School
- Wednesday- Santa Fe High Middle School
- Thursday- Clifton Middle School
- Friday- Canyon Oaks High School

Statistics:

Circulation and usage statistics are maintained by staff, including library cards, mileage, circulation, and attendance for both school visits and community events. Throughout the 2023-2024 service year (July 2023 - June 2024), the Monrovia Reads Van made a total of 153 visits, including schools and community outreach. The van served 8,821 people during those visits, made 225 new library cards, and checked out 2,364 books.

The numbers below represent the school year from September 2023 through the last full week of May 2024.

Visitor and Use Statistics - Elementary Schools						
	Bradoaks	Wildrose	Plymouth	Monroe	Mayflower	Totals
Total Visits	20	22	23	24	22	111
Total Attendance	529	747	1265	731	550	3822
Library Cards Created	22	12	126	26	16	202
Borrowed Items	357	497	638	436	289	2217

Visitor and Use Statistics - Middle School, High School and Preschool						
	CELC	MHS	Santa Fe	Clifton	Canyon Oaks	Totals
Total Visits	5	4	5	5	5	24
Total Attendance	108	27	120	85	16	356
Library Cards Created	7	1	1	1	1	11
Borrowed Items	50	1	23	39	5	118

Staff also brought the Monrovia Reads Van to summer school sites for students in June 2024, with visits to Wild Rose and Plymouth for approximately 300 students.

The Monrovia Reads van continued to participate in community events during the 2023-2024 service year as well. They include:

- Monrovia-Duarte Black Alumni Association Summer Picnic – July 2023
- Foothill Unity Back to School Event - August 2023
- Storytime with the Park Naturalists at Lucinda Garcia Park – September 2023
- Storytime in the Park at Station Square Park - October 2023
- Thankful & Grateful Event in Library Park - November 2023
- Annual Holiday Parade in Old Town - December 2023
- Storytime with Park Naturalists at Rotary Park – March 2024
- MUSD Open Houses – March 2024
- MAP Neighborhood Conference at Recreation Park – April 2024
- Monrovia Days Parade – May 2024
- Annual So All May Read Fundraiser – May 2024
- Monrovia Fire Dept. Annual Pancake Breakfast – May 2024
- Community Picnic Celebrating Veterans – June 2024
- Summer Reading Program Kickoff Event – June 2024
- Bahai Racial Unity Event at Station Square – June 2024
- MAP Block Party at Julian Fisher Park – June 2024

A total of 4,343 visitors joined the van at these community events and enjoyed access to library materials to borrow and literacy focused learning activities in nontraditional settings. A total of 12 library cards were created and 29 books were borrowed across 16 events. These types of events help build relationships and promote library services to the larger community. Staff look forward to continuing outreach events with the Monrovia Reads Van in the future and focusing on bringing awareness of the program to local residents.

#### Outcomes & Goals:

As outlined by the Strategic Plan's Enhanced Access Goal 3, the Monrovia Reads Van team established outcomes and goals that ensure the mobile literacy program is effective in how it provides its services.

The three outcomes include:

- providing library service and literacy support to elementary age students who are unable to regularly visit the library
- reducing barriers to library services and support for all residents, including those living in Southern Monrovia, as well as other diverse communities within the City of Monrovia
- create meaningful connections with children outside the library that enable staff to demonstrate and reinforce the link between literacy and opportunity

By visiting each school regularly, van staff have been able to satisfy the outcomes, providing students with books to check out and activities that support the development of their literacy and learning skills outside the library. Staff continue to refine service models to reach as many students as possible. Access to obtaining a library card has been made easier so that more students can benefit from checking out materials. Many students were able to get their first ever library card while visiting the van and expressed great enthusiasm in doing so. It has been

particularly satisfying for staff to serve this wider, more diverse audience while bringing mobile library services into the community.

In addition to the outcomes, goals aligning with the outcomes were established several years ago as a way to provide measurable benchmarks for the services and impact the program is having at schools and within the community. As of June 2024, all goals have been completed.

The goals include:

- Establish regular van visits with all schools in the Monrovia Unified School District (MUSD) including scheduling additional visits to make up for weather cancellations (*completed*)
- Maintain mobile library circulation at school sites, reflecting 10% increases from the previous school years (*completed*)
- Expand special collections supporting the school district's curriculum of Spanish and Mandarin language materials (*completed*)

Based on feedback from the previous school year, staff worked with school sites to reschedule missed monthly stops due to weather conditions and holidays. While Monrovia High School and Canyon Oaks students don't borrow as many books as other schools, staff are able to promote library services and recruit TAB members from students during visits.

Through community outreach visits, the van has cultivated new partnerships with local businesses that have provided visibility and library access to new audiences. The services provided by the Monrovia Reads Van staff varies based on the needs of each particular outreach. Maintaining a presence at schools, local businesses, and community events have resulted in reduced barriers to library services and support for all residents. This in turn has expanded access to library materials across the community.

Looking forward, staff anticipate an increased presence in Southern Monrovia, with pop-up makerspace programs with the Monrovia Reads van planned at Station Square in Fiscal Year 2024 – 2025 related to the recently awarded Library Services and Technology ACT (LSTA) grant.

#### Staffing & Budget:

The Monrovia Reads Mobile Literacy Program has rotating part-time and full-time staff members assigned to the van. Staff from Adult Services, Youth Services, and Circulation all actively participate in helping to bring the van into the community and to the local schools. The total staff hours for the van was 620 hours with a total staffing cost of \$21,394 in Fiscal Year 2023-2024. The Monrovia Reads organization provides \$20,000 annually for staffing of the van, while the remaining staffing costs are paid for by the City.

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

**RECOMMENDATION:** Staff recommends the Library Board move to receive and file AR-1 Monrovia Reads Mobile Literacy Program Annual Report FY2023/2024.

**LIBRARY BOARD ACTION REQUIRED:** If the Library Board concurs the appropriate action would be a motion to: *Receive and file AR-1 Monrovia Reads Mobile Literacy Program Annual Report FY2023/2024.*

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