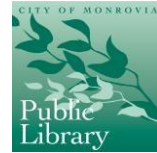




**CITY OF MONROVIA
LIBRARY BOARD
AGENDA REPORT**



DEPARTMENT: Community Services

MEETING DATE: January 22, 2026

PREPARED BY: Carey Vance,
Library Manager

AGENDA LOCATION: AR-2

TITLE: 2024-2025 California Public Library Survey Evaluation

OBJECTIVE: To provide the Library Board with an overview of the California Public Library Survey and the 2024-2025 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 2024-2025. Staff filed Monrovia's draft report with the State Library on October 14, 2025. The State Library typically publishes the data on their website by early 2026. 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 FY24/25 statistics and information on the left side and FY23/24 statistics on the right side of the attached document. Some FY23/24 statistics are not shown. In those cases, staff have provided the numbers for FY23/24 in this administrative report to better understand the difference between the two reporting periods.

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-Field #3.3 – Federal Funds: In FY24/25, the library received two federal Library Services and Technology Act (LSTA) grants for sustainability and Makerspace/STEAM programming. These two grants provided funds to purchase equipment including the Charlie Cart mobile kitchen, Glowforge laser printer, sublimation printer, and numerous Library of Things items. The Makerspace grant totaled \$42,055 while the sustainability grant totaled \$23,381.

Section 5, Library Staff-Fields #5.4 & 5.5 – Total Number of Volunteers and Total Hours Volunteered: While the number of volunteers increased slightly over the previous fiscal year, the number of volunteered hours decreased by 25% in FY24/25 (2,004.5 vs 2,656 in FY23/24) due to several regular volunteers needing to take time away from the library due to personal or health issues.

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Section 5, Library Staff-Fields #5.10 to 5.19 – Salary Survey: Every three years, the report includes a salary survey to compare salaries across different positions. Previously, staff used the city’s defined job titles to input salaries but based on updated instructions from the State Library, this year’s salary survey was based on job duties. Using this guidance from the State, for the salary survey, the Library Manager’s salary was entered in the “Library Director” field, Library Supervisor in the “Manager” field, and the “Chief of Division” field, which had previously been filled by the Library Supervisor salary, was left blank.

Section 6, Library Collections-Field #6.9 – All Other Physical Items: In response to the changing needs of the local community, the library has continued to increase the number of “non-book” items for patrons to borrow over the years, including telescopes, musical instruments, sewing machines, tool kits, STEAM kits, pickleball sets, Launchpads, and special Parks Passes which fall under the category of Other Physical Items. The popularity of the “Library of Things” items has resulted in staff expanding the collection with grant funds and support from the library’s key stakeholders. This has resulted in a 62% increase in the number of “Library of Things” items held by the library over the previous fiscal year (875 in FY24/25 vs 541 in FY23/24), with plans to continue adding items to the collection in FY25/26.

Section 7, Library Services-Fields #7.2 & 7.4 – Library Visits & Reference Transactions: In FY24/25, the number of visits increased by 17% year over year (137,538 vs 117,607 in FY23/24). The continued growth each year of library visits is connected to the ongoing expansion of programming and outreach for all ages that encourages more people to come to the library. The increase in visits resulted in more use of Reference Services and more reference transactions over the course of the year as well (59,722 vs 53,647 in FY23/24).

Section 7, Library Services-Fields #7.10 & 7.11 – Total Physical Item Circulation & Circulation of Children’s Materials: Overall, circulation increased year over year along with the number of library visits. Physical item circulation increased by 14% over the previous year (227,835 v. 199,537 in FY23/24). Children’s materials, saw a similar increase of 14% in circulation over the previous year (169,932 vs 149,074 in FY23/24). This illustrates the strong connection between library use by families and physical item circulation.

Section 7, Library Services-Field #7.15 – Circulation of Other Physical Items: Due to the increased number of items available to borrow in the Library of Things collection, the circulation of all other physical items (Library of Things, DVDs, etc) increased by 43% over the previous year (6,693 vs 4,681 in FY23/24).

Section 7, Library Services-Fields #7.19-7.22 – Electronic Content Use: Patrons continue to use electronic materials, with growth shown across several areas within the collections, including an increase of 16% for ebooks, 21% increase for e-audiobooks, and an 86% increase for e-magazines over previous fiscal years. The increase in e-magazines was due to the additional promotion of PressReader by staff in FY24/25. There was a decrease for e-video usage on Kanopy but that was due to technical issues the platform experienced at the end of the fiscal year that temporarily impacted access.

Section 7, Library Services-Field #7.24 – Total Circulation of Materials: Circulation overall across physical and electronic collections increased 15% over the previous year (249,248 vs. 217,322 in FY23/24). This is related to the increase in program attendance that has resulted in more people visiting the library and using its collections and services in FY24/25.

Section 7, Library Services-all fields under Live Programming: In-person programming continued to increase in FY24/25. The number of programs offered and the total attendance numbers both grew over the previous year. In FY24/25, the library offered a total of 843 programs for 45,109 attendees. This is a 40% increase over FY23/24 (765 programs for 37,824 attendees). Of particular note, there was a 43% increase for teen

program attendance and a 67% increase for adult program attendance, showing the impact staff have had on creating new and thoughtful programming for community members of all ages. Of the 843 programs offered in FY24/25, 30% of them were offsite (257 programs), to ensure the library continues to bring services out into the community.

Section 7, Library Services-all fields under Recorded Programming & Self-Directed Activities: Recorded programming is used for specific needs such as “how-to” videos and the annual Black History Month Storytime Series that is posted weekly in the month of February on YouTube. Self-directed activities include passive crafts for families and the monthly interactive writing challenges for youth in the Teen Area.

Section 7, Library Services-Fields #7.43 & 7.44 – Virtual Visits to the Library Website & Wireless Sessions Per Year: In FY23/24, the software that tracks the wireless sessions experienced issues with the upgrades to the library’s router system resulting in several months of missed data collection. The total listed in the FY23/24 survey was inferred from the available data and extrapolated for the entire year. FY24/25 has accurate numbers and shows a full year’s worth of data.

Section 10, Library Outlets-Fields #10.35, 10.36, 10.38, & 10.39 – Facility Upgrade Needs and Estimated Cost: The State Library requests estimated figures for potential facility improvements. The numbers provided are placeholders used to indicate general facility health across libraries statewide and are not tied to any real costs or planned projects for Monrovia Public Library.

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 2024-2025 California Public Library Survey Evaluation.

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 2024-2025 California Public Library Survey Evaluation.***

*NOTE: for further reference, please see attached **2024-2025 California Public Library Survey***

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