



Library Board of Trustees of Monterey Park Agenda

Regular Meeting
Monterey Park Bruggemeyer Library, Friends Room
318 South Ramona Avenue, Monterey Park, CA 91754

Tuesday, July 15, 2025
6:00 PM

Mission Statement

The mission of the City of Monterey Park is to provide excellent service, foster growth and opportunity, and create a joyous and collaborative environment.

Mission Statement

The mission of the Monterey Park Bruggemeyer Library is to create opportunities for learners of all ages and backgrounds, to foster community connections, and to advance all aspects of literacy in Monterey Park.

Land Acknowledgment

We would like to acknowledge that the land we inhabit today was once known as Tovangaar, the home of the Gabrieleño-Tongva people. We show our respect to the Gabrieleño-Tongva people, as well as all Indigenous people, past, present, and future, and honor their labor as original caretakers of this land. We commit to uplifting the Gabrieleño-Tongva people, invite you to acknowledge the history, and join us in caring for this land.

General Information

Documents related to an Agenda item are available to the public at the Monterey Park Bruggemeyer Library, located at 318 S. Ramona Avenue, Monterey Park, CA 91754, during normal business hours, and the City's website at www.montereypark.ca.gov/agendas.

Per the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please call the Library Administrative Secretary, (626) 307-1269 at least 24 hours before a regular meeting and 2 hours before a special meeting for reasonable accommodation. The Library and the Friends Room are wheelchair accessible.

Public Participation

You may speak up to 5 minutes on an Agenda item. You may combine up to 2 minutes of time with another person's speaking. No person may speak for more than a total of 10 minutes. The President of the Library Board of Trustees, as confirmed by the Library Board, may change the amount of time allowed for speakers. Written Communication will be accepted up to 24 hours before the meeting by completing an online form at www.montereypark.ca.gov/CBC_comm.

While all comments are welcome, the Brown Act does not allow the Library Board to take action on any item not on the agenda. The Board may briefly respond to comments after Public Communications is

closed. Persons may, in addition to any other matter within the Board's subject-matter jurisdiction, comment on Agenda Items during Public Communications. If you provide public comment on a specific Agenda item during Public Communications, however, you cannot later provide comments at the time the Agenda Item is considered.

1. Call to Order

Library Board of Trustees President

2. Flag Salute

Library Board of Trustees Vice President

3. Roll Call

Ricky Choi, Stacy Villalobos, Jennifer Tang and Travis Kaya

4. Annual Rotation of Officers

5. Agenda Additions, Deletions, Changes and Adoptions

6. Public Communications

7. Presentation

7.A. Introduction of Junior Friends Board of Officers 2025/26

8. Consent Calendar

All items under the Consent Calendar are considered by the Board to be routine and will be enacted by one motion. Specific items may be removed from the Consent Calendar at the request of any member of the Board for separate consideration.

8.A. Minutes

It is recommended that the Board consider:

1. Approving the minutes from the regular meeting of June 17, 2025; and
2. Taking such additional, related, action that may be desirable.

8.B. Financial Reports and Expenditures

It is recommended that the Board consider:

1. Approving the financial reports and expenditures; and
2. Taking such additional, related, action that may be desirable.

9. City Librarian's Report

Updates on Library activities

9.A. City Librarian's Report

It is recommended that the Board consider:

1. Receiving and filing the City Librarian's Report; and
2. Taking such additional, related, action that may be desirable.

10. Old Business

11. New Business

12. Board Communications

12.A. President's Report

12.B. Monterey Park Library Foundation Liaison's Report

13. Adjourn



Library Board of Trustees Staff Report

Date: July 15, 2025
Agenda Item Number: 7.A.

To: Library Board of Trustees
From: LV Frazier, Acting City Librarian
Subject: Introduction of Junior Friends Board of Officers 2025/26

Recommendation:
N/A

Executive Summary:
N/A

Background:
N/A

Fiscal Impact:
N/A

Attachments:
None



Library Board of Trustees Staff Report

Date: July 15, 2025
Agenda Item Number: 8.A.

To: Library Board of Trustees
From: LV Frazier, Acting City Librarian
Subject: Minutes

Recommendation:

It is recommended that the Board consider:

1. Approving the minutes from the regular meeting of June 17, 2025; and
2. Taking such additional, related, action that may be desirable.

Executive Summary:

N/A

Background:

N/A

Fiscal Impact:

N/A

Attachments:

1. Board minutes 6-17-25

**MINUTES
MONTEREY PARK LIBRARY BOARD OF TRUSTEES**

Regular Meeting
June 17, 2025

The Library Board of Trustees of the City of Monterey Park held a Regular Meeting in the Friends Room of the Monterey Park Bruggemeyer Library located at 318 S. Ramona Avenue, Monterey Park, CA 91754 on Tuesday, June 17, 2025, at 6:00 p.m.

1. CALL TO ORDER

Trustee Choi called the meeting to order at 6:01 p.m.

Trustee Choi read aloud the Library's mission statement and the City's Land Acknowledgment statement:

MISSION STATEMENT

The mission of the Monterey Park Bruggemeyer Library is to create opportunities for learners of all ages and backgrounds, to foster community connections, and to advance all aspects of literacy in Monterey Park.

LAND ACKNOWLEDGMENT

We would like to acknowledge that the land we inhabit today was once known as Tovangaar, the home of the Gabrieleño-Tongva people. We show our respect to the Gabrieleño-Tongva people, as well as all Indigenous people, past, present, and future, and honor their labor as original caretakers of this land. We commit to uplifting the Gabrieleño-Tongva people, invite you to acknowledge the history, and join us in caring for this land.

2. FLAG SALUTE

Trustee Villalobos led the flag salute.

3. ROLL CALL:

TRUSTEES PRESENT: Ricky Choi, Stacy Villalobos, Jennifer Tang and Travis Kaya

TRUSTEES ABSENT: Lisa Duong

STAFF PRESENT: Acting City Librarian LV Frazier, Library Manager Linda Vera, Administrative Secretary Gwen Kishida, Librarian Hannah Dahl, Library Assistant Max Chow and Library Assistant Alexis Clarke

4. AGENDA ADDITIONS, DELETIONS, CHANGES AND ADOPTIONS: None

MISSION STATEMENT

The mission of the City of Monterey Park is to provide excellent service, foster growth and opportunity and create a joyous and collaborative environment.

5. PUBLIC COMMUNICATIONS: None

6. PRESENTATIONS: None

7. CONSENT CALENDAR 7A – 7B

7A. LIBRARY BOARD OF TRUSTEES MINUTES

7B. FINANCIAL REPORTS AND EXPENDITURES

Approve the minutes from the regular meeting of May 20, 2025 and the financial reports and expenditures for May 2025.

Action Taken: The Library Board of Trustees approved the minutes from the regular meeting of May 20, 2025 and the financial reports and expenditures for May 2025.

Motion: Moved by Trustee Villalobos and seconded by Trustee Tang. Motion carried by the following vote:

Ayes: Trustees: Choi, Villalobos, Tang and Kaya (for Financial Reports)
Noes: Trustees: None
Absent: Trustees: Duong
Abstain: Trustees: Kaya (for Minutes as he had not been present at the meeting of May 20, 2025)

8. CITY LIBRARIAN’S REPORT

Acting City Librarian Frazier introduced new Library staff members Linda Vera (Library Manager, Operational Support Services), Hannah Dahl (Librarian, Adult and Teen Services), Max Chow (Library Assistant, part-time, Children’s Services) and Alexis Clarke (Library Assistant, part-time, Adult and Teen Services).

The job posting to fill the vacant part-time Librarian position in Adult and Teen Services has gone live. Recruitment will close on June 23.

Olivia Loo has been appointed as the new Library Board Trustee, filling the vacancy left by Lisa Duong, who had served two consecutive terms. Ms. Loo is a parent and is the Director of International Student Services at Pasadena City College. She will not be able to attend the Library Board meeting on July 15, so she will be sworn in at the meeting on August 19.

Presidency of the Library Board of Trustees will rotate as of the meeting on July 15, with Trustee Villalobos becoming President. Trustee Loo will become Vice President upon her first meeting on August 19.

The Mayoral Installation for the City of Monterey Park City Council is scheduled for September 16. Mayor Vinh Ngo will rotate out, with Mayor Pro Tem Elizabeth Yang becoming Mayor. Since the date for the installation ceremony coincides with the

regular meeting date for the Library Board, the Trustees can discuss rescheduling the September meeting at their meeting on August 19.

Given recent federal Immigration and Customs Enforcement (ICE) actions around Los Angeles County, Acting City Librarian Frazier spoke on how the City of Monterey Park and Library were responding. Know Your Rights/Red Cards are available at all public desks in the Library. These list the constitutional rights of individuals, particularly when interacting with immigration or federal law enforcement officials. The City website includes resources on immigration and citizenship, and this information has been shared on City social media channels. LAMP Literacy and Citizenship Services staff report more interest in citizenship resources and no noticeable downturns in program attendance. The Library offers ongoing legal clinics and rights workshops with partners Asian Americans Advancing Justice, Southern California (AJSOCAL) and Asian Pacific American Bar Association (APABA). Library staff have been furnished with guidelines on how to address visits by ICE or other law enforcement officials; These were based on suggested guidelines from the American Library Association (ALA) and the Library's Patron Privacy Policy. In alignment with Senate Bill 54, the California Values Act, Monterey Park City Council Resolution 2024-R96, and Department Policy 413, the Monterey Park Police Department does not enforce federal immigration laws and does not participate in federal immigration enforcement operations.

Trustee Villalobos asked if the Library has marked what areas are not available to the public as ICE agents need a judicial warrant to enter non-public areas. Acting City Librarian Frazier stated that staff areas are marked as such. LAMP tables are marked for use by tutors and learners or passport applicants only. Classrooms are used by students and teachers so they are considered public areas. Trustee Villalobos offered to share additional resources, including sample worksite signage.

The new day porter and janitorial crew are now working, so the transition from Valley Maintenance to CCS Facility Services for the Library is complete.

Summer Reading Program for all ages has begun and will run through July 31. To date, more than 550 children, teens and adults have registered. Children's programs with limited space – Kid Coders and Dungeons & Dragons for Kids – have already reached maximum capacity, while registration for the Adult Gardening Skills and Sustainability Workshop is almost full. More than 200 children and parents attended Megan the Bubblelogist's performance on June 11 at the Langley Center. AJSOCAL presented a successful Housing Rights presentation in June and will continue to provide monthly housing rights workshops.

Upcoming programs include the Mario Party on June 18, Teen Entrepreneurs at Leaflet Coffee House on June 24 and a "So, You Want to Work with Books?" panel for adults on June 28.

9. OLD BUSINESS: None

10. NEW BUSINESS: None

11. BOARD COMMUNICATIONS

Trustee Kaya wished everyone Happy Pride Month and thanked everyone who assisted at and attended the San Gabriel Valley Pride Parade and Festival as it was a good reminder of the importance of community in difficult times.

11A. PRESIDENT'S REPORT

Trustee Choi noted that June is Pride Month, a time to learn about the history and accomplishments of LGBTQIA+ people and raise awareness of the issues affecting the LGBTQIA+ community. He was pleased to state that the Library is a safe, inclusive space.

11B. MONTEREY PARK LIBRARY FOUNDATION LIAISON'S REPORT

Trustee Villalobos attended the Library Foundation's meeting on June 2. She reported that Fionya Tran was approved to join the Foundation. The flyer for the annual fundraising Gala scheduled for October 10 was finished and approved.

12. ADJOURNMENT

There being no further business for consideration, the meeting was adjourned at 6:15 p.m.

The next regular meeting of the Library Board of Trustees is scheduled for July 15, 2025.

LV Frazier
Acting City Librarian



Library Board of Trustees Staff Report

Date: July 15, 2025

Agenda Item Number: 8.B.

To: Library Board of Trustees
From: LV Frazier, Acting City Librarian
Subject: Financial Reports and Expenditures

Recommendation:

It is recommended that the Board consider:

1. Approving the financial reports and expenditures; and
2. Taking such additional, related, action that may be desirable.

Executive Summary:

N/A

Background:

N/A

Fiscal Impact:

N/A

Attachments:

1. YTD Budget Report 2025 June
2. Trust Account Balance Sheet 2025 June

YEAR-TO-DATE BUDGET REPORT

FOR 2025 12

ACCOUNTS FOR:	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
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1016001 GENERAL FUND LIB ADMIN

1016001 5103 PERMANENT SALARIES	239,560	0	239,560	222,600.42	.00	16,959.58	92.9%
1016001 5121 MEDICARE INSURANCE	3,031	0	3,031	3,214.68	.00	-183.44	106.1%
1016001 5122 MEDICAL INSURANCE	30,311	0	30,311	33,557.41	.00	-3,246.41	110.7%
1016001 5125 DENTAL INSURANCE	2,760	0	2,760	1,751.64	.00	1,008.36	63.5%
1016001 5126 ADMINISTRATION VIS	720	0	720	481.20	.00	238.80	66.8%
1016001 5127 LONG TERM DISABILI	1,510	0	1,510	1,351.49	.00	158.51	89.5%
1016001 5128 LIFE INSURANCE	819	0	819	724.16	.00	94.84	88.4%
1016001 5129 RETIREMENT	0	0	0	27,295.91	.00	-27,295.91	100.0%
1016001 5133 401 DEFERRED COMP	6,500	0	6,500	6,340.00	.00	160.00	97.5%
1016001 5208 DUES AND MEMBERSHI	4,614	0	4,614	4,656.00	.00	-42.00	100.9%
1016001 5213 DATA PROCESSING	7,032	0	7,032	8,878.08	.00	-1,845.69	126.2%
1016001 5250 REPAIR & MAINT SER	15,000	13,700	28,700	9,228.78	.00	19,471.22	32.2%
1016001 5254 REPAIR AND MAINT M	15,000	-15,000	0	.00	.00	.00	.0%
1016001 5264 TRAVEL EXPENSES	400	0	400	389.14	.00	10.86	97.3%
1016001 5266 CONFERENCES	7,500	0	7,500	5,561.44	.00	1,938.56	74.2%
1016001 5269 ELECTRICITY	120,000	0	120,000	131,787.63	.00	-11,787.63	109.8%
1016001 5270 GAS	3,000	0	3,000	2,528.41	.00	471.59	84.3%
1016001 5272 TELEPHONE	8,820	0	8,820	7,004.44	.00	1,815.56	79.4%
1016001 5303 POSTAGE	800	0	800	927.01	.00	-127.01	115.9%
1016001 5308 OTHER OFFICE SUPPL	5,000	0	5,000	9,186.31	.00	-4,186.31	183.7%
1016001 5310 CLEANING SUPPLIES	10,000	0	10,000	14,157.52	.00	-4,157.52	141.6%
1016001 5342 PRINTING	500	0	500	103.26	.00	396.74	20.7%
1016001 5402 SEPARATION BENEFIT	12,322	0	12,322	12,321.74	.00	.00	100.0%
1016001 5403 PENSION CHARGES	19,568	-19,568	0	.00	.00	.00	.0%
1016001 5404 OPEB CHARGES	13,001	0	13,001	13,001.37	.00	.00	100.0%
1016001 5405 TECHNOLOGY CHARGES	17,226	0	17,226	17,225.70	.00	.00	100.0%
1016001 5408 WORKERS COMPENSATI	28,271	0	28,271	28,271.14	.00	.00	100.0%
1016001 5409 BUILDING MAINTENAN	91,085	0	91,085	91,085.30	.00	.00	100.0%
TOTAL GENERAL FUND LIB ADMIN	664,351	-20,868	643,483	653,630.18	.00	-10,147.30	101.6%

1016002 GENERAL FUND REFERENCE N ADULT

1016002 5103 PERMANENT SALARIES	393,712	0	393,712	331,632.31	.00	62,079.25	84.2%
1016002 5104 PART TIME SALARIES	30,888	0	30,888	47,414.69	.00	-16,526.58	153.5%
1016002 5121 MEDICARE INSURANCE	5,699	0	5,699	5,326.86	.00	371.81	93.5%
1016002 5122 MEDICAL INSURANCE	57,000	0	57,000	49,620.37	.00	7,379.63	87.1%
1016002 5125 DENTAL INSURANCE	5,642	0	5,642	3,415.12	.00	2,226.88	60.5%

YEAR-TO-DATE BUDGET REPORT

FOR 2025 12

ACCOUNTS FOR:	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
101 GENERAL FUND							
1016002 5126 VISION PLAN	1,908	0	1,908	1,170.13	.00	737.87	61.3%
1016002 5127 LONG TERM DISABILI	3,240	0	3,240	1,065.29	.00	2,174.71	32.9%
1016002 5128 LIFE INSURANCE	2,518	0	2,518	1,249.61	.00	1,268.11	49.6%
1016002 5129 RETIREMENT	0	0	0	42,555.86	.00	-42,555.86	100.0%
1016002 5130 PART TIME RETIREME	1,345	0	1,345	1,337.66	.00	6.90	99.5%
1016002 5133 401 DEFERRED COMP	7,800	0	7,800	5,938.83	.00	1,861.17	76.1%
1016002 5301 SMALL SOFTWARE_HAR	5,281	0	5,281	5,086.00	.00	195.00	96.3%
1016002 5308 OTHER OFFICE SUPPL	5,100	0	5,100	4,706.40	.00	393.60	92.3%
1016002 5343 BOOKS_SUBSCRIPTION	27,000	0	27,000	27,723.65	.00	-723.65	102.7%
1016002 5402 SEPERATION BENEFIT	23,313	0	23,313	23,312.74	.00	.00	100.0%
1016002 5403 PENSION CHARGES	37,023	-37,023	0	.00	.00	.00	.0%
1016002 5404 OPEB CHARGES	24,598	0	24,598	24,598.10	.00	.00	100.0%
1016002 5405 TECHNOLOGY CHARGES	32,590	0	32,590	32,590.39	.00	.00	100.0%
1016002 5408 WORKERS COMPENSATI	53,488	0	53,488	53,487.95	.00	.00	100.0%
TOTAL GENERAL FUND REFERENCE N ADULT	718,144	-37,023	681,121	662,231.96	.00	18,888.84	97.2%

1016003 GENERAL FUND TECHNICAL SERVICE

1016003 5103 PERMANENT SALARIES	292,718	0	292,718	261,701.32	.00	31,016.43	89.4%
1016003 5104 PART TIME SALARIES	47,810	0	47,810	63,881.28	.00	-16,071.13	133.6%
1016003 5121 MEDICARE INSURANCE	4,323	0	4,323	4,667.96	.00	-345.25	108.0%
1016003 5122 MEDICAL INSURANCE	42,200	0	42,200	43,756.47	.00	-1,556.47	103.7%
1016003 5125 DENTAL INSURANCE	4,680	0	4,680	2,083.89	.00	2,596.11	44.5%
1016003 5126 VISION PLAN	970	0	970	804.49	.00	165.51	82.9%
1016003 5127 LONG TERM DISABILI	2,992	0	2,992	837.03	.00	2,154.97	28.0%
1016003 5128 LIFE INSURANCE	1,248	0	1,248	1,034.64	.00	213.36	82.9%
1016003 5129 RETIREMENT	0	0	0	32,227.70	.00	-32,227.70	100.0%
1016003 5130 PART TIME RETIREME	2,253	0	2,253	2,555.19	.00	-301.91	113.4%
1016003 5133 401 DEFERRED COMP	4,300	0	4,300	3,872.00	.00	428.00	90.0%
1016003 5213 DATA PROCESSING	850	0	850	862.86	.00	-12.86	101.5%
1016003 5250 REPAIR & MAINT SER	47,652	-2,000	45,652	39,393.95	.00	6,258.05	86.3%
1016003 5311 OTHER OPERATING SU	5,500	2,000	7,500	6,436.42	.00	1,063.58	85.8%
1016003 5402 SEPARATION BENEFIT	17,705	0	17,705	17,705.47	.00	.00	100.0%
1016003 5403 PENSION CHARGES	28,118	-28,118	0	.00	.00	.00	.0%
1016003 5404 OPEB CHARGES	18,682	0	18,682	18,681.68	.00	.00	100.0%
1016003 5405 TECHNOLOGY CHARGES	24,752	0	24,752	24,751.63	.00	.00	100.0%
1016003 5408 WORKERS COMPENSATI	40,623	0	40,623	40,622.83	.00	.00	100.0%
TOTAL GENERAL FUND TECHNICAL SERVICE	587,375	-28,118	559,258	565,876.81	.00	-6,619.31	101.2%

1016004 GENERAL FUND CIRCULATION

1016004 5104 PART TIME SALARIES	0	0	0	9,481.07	.00	-9,481.07	100.0%
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YEAR-TO-DATE BUDGET REPORT

FOR 2025 12									
ACCOUNTS FOR:			ORIGINAL	TRANFRS/	REVISED			AVAILABLE	PCT
101	GENERAL FUND		APPROP	ADJSTMTS	BUDGET	YTD EXPENDED	ENCUMBRANCES	BUDGET	USED
1016004	5121	MEDICARE INSURANCE	0	0	0	137.47	.00	-137.47	100.0%
1016004	5130	PART TIME RETIREME	0	0	0	379.24	.00	-379.24	100.0%
TOTAL GENERAL FUND CIRCULATION			0	0	0	9,997.78	.00	-9,997.78	100.0%
1016005 GENERAL FUND LITERACY									
1016005	5103	PERMANENT SALARIES	154,573	0	154,573	150,638.01	.00	3,934.71	97.5%
1016005	5104	PART TIME SALARIES	69,607	0	69,607	43,401.09	.00	26,206.20	62.4%
1016005	5121	MEDICARE INSURANCE	2,448	0	2,448	2,764.09	.00	-316.50	112.9%
1016005	5122	MEDICAL INSURANCE	37,701	0	37,701	20,197.26	.00	17,503.32	53.6%
1016005	5125	DENTAL INSURANCE	2,601	0	2,601	1,527.79	.00	1,072.75	58.7%
1016005	5126	VISION PLAN	1,050	0	1,050	500.54	.00	549.46	47.7%
1016005	5127	LONG TERM DISABILI	1,188	0	1,188	435.39	.00	752.61	36.6%
1016005	5128	LIFE INSURANCE	9,592	0	9,592	501.52	.00	9,090.08	5.2%
1016005	5129	RETIREMENT	0	0	0	20,194.99	.00	-20,194.99	100.0%
1016005	5130	PART TIME RETIREME	1,282	0	1,282	1,137.84	.00	143.81	88.8%
1016005	5133	401 DEFERRED COMP	2,803	0	2,803	3,081.58	.00	-278.46	109.9%
1016005	5402	SEPARATION BENEFIT	9,658	0	9,658	9,657.97	.00	.00	100.0%
1016005	5403	PENSION CHARGES	15,338	-15,338	0	.00	.00	.00	.0%
1016005	5404	OPEB CHARGES	10,190	0	10,190	10,190.47	.00	.00	100.0%
1016005	5405	TECHNOLOGY CHARGES	13,502	0	13,502	13,501.50	.00	.00	100.0%
1016005	5408	WORKERS COMPENSATI	22,159	0	22,159	22,158.91	.00	.00	100.0%
TOTAL GENERAL FUND LITERACY			353,690	-15,338	338,352	299,888.95	.00	38,462.99	88.6%
1016006 GENERAL FUND CHILDREN SERV									
1016006	5103	PERMANENT SALARIES	309,781	0	309,781	231,524.30	.00	78,256.20	74.7%
1016006	5104	PART TIME SALARIES	27,375	0	27,375	36,067.73	.00	-8,692.61	131.8%
1016006	5121	MEDICARE INSURANCE	3,617	0	3,617	3,876.07	.00	-259.19	107.2%
1016006	5122	MEDICAL INSURANCE	39,586	0	39,586	37,116.48	.00	2,469.52	93.8%
1016006	5125	DENTAL INSURANCE	3,600	0	3,600	1,647.17	.00	1,952.83	45.8%
1016006	5126	VISION PLAN	1,080	0	1,080	675.01	.00	404.99	62.5%
1016006	5127	LONG TERM DISABILI	1,188	0	1,188	798.07	.00	389.93	67.2%
1016006	5128	LIFE INSURANCE	936	0	936	877.21	.00	58.79	93.7%
1016006	5129	RETIREMENT	0	0	0	28,992.77	.00	-28,992.77	100.0%
1016006	5130	PART TIME RETIREME	1,094	0	1,094	1,308.14	.00	-214.54	119.6%
1016006	5133	401 DEFERRED COMP	4,307	0	4,307	3,405.17	.00	901.83	79.1%
1016006	5301	SMALL SOFTWARE_HAR	1,889	0	1,889	1,850.83	35.62	2.55	99.9%

YEAR-TO-DATE BUDGET REPORT

FOR 2025 12								
ACCOUNTS FOR:	GENERAL FUND	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
1016006 5311	OTHER OPERATING SU	5,000	0	5,000	4,775.08	.00	224.92	95.5%
1016006 5343	BOOKS_SUBSCRIPTION	23,000	1,300	24,300	21,654.32	1,902.82	742.86	96.9%
1016006 5402	SEPARATION BENEFIT	17,133	0	17,133	17,132.92	.00	.00	100.0%
1016006 5403	PENSION CHARGES	27,204	-27,204	0	.00	.00	.00	.0%
1016006 5404	OPEB CHARGES	18,078	0	18,078	18,077.55	.00	.00	100.0%
1016006 5405	TECHNOLOGY CHARGES	23,951	0	23,951	23,951.22	.00	.00	100.0%
1016006 5408	WORKERS COMPENSATI	39,309	0	39,309	39,309.18	.00	.00	100.0%
TOTAL GENERAL FUND CHILDREN SERV		548,127	-25,904	522,223	473,039.22	1,938.44	47,245.31	91.0%
TOTAL GENERAL FUND		2,871,687	-127,251	2,744,436	2,664,664.90	1,938.44	77,832.75	97.2%
TOTAL EXPENSES		2,871,687	-127,251	2,744,436	2,664,664.90	1,938.44	77,832.75	

YEAR-TO-DATE BUDGET REPORT

FOR 2025 12									
ACCOUNTS FOR:		ORIGINAL	TRANFRS/	REVISED			AVAILABLE	PCT	
112	LIBRARY SERVICES FUND	APPROP	ADJSTMTS	BUDGET	YTD EXPENDED	ENCUMBRANCES	BUDGET	USED	
1126005 LIB PASSPORT TRUST LITERACY									
1126005	5103	PERMANENT SALARIES	43,856	0	43,856	33,560.28	.00	10,296.00	76.5%
1126005	5121	MEDICARE	632	0	632	483.92	.00	147.64	76.6%
1126005	5122	MEDICAL INSURANCE	8,947	0	8,947	4,809.71	.00	4,137.29	53.8%
1126005	5125	DENTAL INSURANCE	480	0	480	166.91	.00	313.09	34.8%
1126005	5126	VISION PLAN	178	0	178	96.53	.00	81.47	54.2%
1126005	5127	LONG TERM DISABILI	328	0	328	111.94	.00	216.02	34.1%
1126005	5128	LIFE INSURANCE	182	0	182	131.82	.00	50.17	72.4%
1126005	5129	RETIREMENT	0	0	0	4,106.83	.00	-4,106.83	100.0%
1126005	5133	CITY 401 PLAN	1,058	0	1,058	906.08	.00	152.25	85.6%
1126005	5213	DATA PROCESSING	1,976	0	1,976	2,084.00	.00	-108.00	105.5%
1126005	5303	POSTAGE	5,000	0	5,000	3,007.68	.00	1,992.32	60.2%
1126005	5308	OTHER OFFICE SUPPL	1,400	0	1,400	897.30	135.03	367.67	73.7%
1126005	5402	SEPARATION BENEFIT	2,487	0	2,487	2,487.04	.00	.00	100.0%
1126005	5403	PENSION CHARGES	4,109	-4,109	0	.00	.00	.00	.0%
1126005	5404	OPEB CHARGES	2,730	0	2,730	2,729.83	.00	.00	100.0%
1126005	5405	TECHNOLOGY CHARGES	3,617	0	3,617	3,616.79	.00	.00	100.0%
1126005	5408	WORKERS COMPENSATI	5,936	0	5,936	5,935.95	.00	.00	100.0%
		TOTAL LIB PASSPORT TRUST LITERACY	82,915	-4,109	78,807	65,132.61	135.03	13,539.09	82.8%
		TOTAL LIBRARY SERVICES FUND	82,915	-4,109	78,807	65,132.61	135.03	13,539.09	82.8%
		TOTAL EXPENSES	82,915	-4,109	78,807	65,132.61	135.03	13,539.09	

YEAR-TO-DATE BUDGET REPORT

FOR 2025 12									
ACCOUNTS FOR:			ORIGINAL	TRANFRS/	REVISED			AVAILABLE	PCT
351	WIOA	GRANT	APPROP	ADJSTMTS	BUDGET	YTD EXPENDED	ENCUMBRANCES	BUDGET	USED
3516005 WIOA GRANT									
3516005	5103	PERMANENT SALARIES	4,987	62,020	67,007	16,367.59	.00	50,639.10	24.4%
3516005	5121	MEDICARE INSURANCE	72	0	72	237.31	.00	-165.00	328.2%
3516005	5122	MEDICAL INSURANCE	1,773	0	1,773	2,684.81	.00	-911.79	151.4%
3516005	5125	DENTAL INSURANCE	120	0	120	117.13	.00	2.87	97.6%
3516005	5126	VISION PLAN	36	0	36	53.96	.00	-17.96	149.9%
3516005	5127	LONG TERM DISABILI	125	0	125	55.66	.00	69.14	44.6%
3516005	5128	LIFE INSURANCE	31	0	31	73.68	.00	-42.48	236.2%
3516005	5129	RETIREMENT	619	0	619	2,021.22	.00	-1,402.12	326.5%
3516005	5133	CITY 401 PLAN	130	0	130	434.83	.00	-304.83	334.5%
3516005	5266	CONFERENCES_SEMINA	550	-550	0	.00	.00	.00	.0%
3516005	5308	OTHER OFFICE SUPPL	400	550	950	909.51	135.04	-94.55	110.0%
3516005	5343	BOOKS_SUBSCRIPTION	1,175	0	1,175	896.56	80.84	197.60	83.2%
TOTAL WIOA GRANT			10,018	62,020	72,038	23,852.26	215.88	47,969.98	33.4%
TOTAL WIOA GRANT			10,018	62,020	72,038	23,852.26	215.88	47,969.98	33.4%
TOTAL EXPENSES			10,018	62,020	72,038	23,852.26	215.88	47,969.98	

YEAR-TO-DATE BUDGET REPORT

FOR 2025 12									
ACCOUNTS FOR:			ORIGINAL	TRANFRS/	REVISED			AVAILABLE	PCT
353	CAL LIBRARY LITERACY SVC GRANT		APPROP	ADJSTMTS	BUDGET	YTD EXPENDED	ENCUMBRANCES	BUDGET	USED
3536005 CAL LIBRARY LITERACY SVC									
3536005	5103	PERMANENT SALARIES	7,480	82,481	89,961	24,451.96	.00	65,509.07	27.2%
3536005	5121	MEDICARE INSURANCE	108	0	108	354.54	.00	-246.08	326.9%
3536005	5122	MEDICAL INSURANCE	2,660	0	2,660	4,003.93	.00	-1,344.39	150.5%
3536005	5125	DENTAL INSURANCE	180	0	180	174.24	.00	5.76	96.8%
3536005	5126	VISION PLAN	54	0	54	80.36	.00	-26.36	148.8%
3536005	5127	LONG TERM DISABILI	187	0	187	83.25	.00	103.75	44.5%
3536005	5128	LIFE INSURANCE	57	0	57	110.00	.00	-53.20	193.7%
3536005	5129	RETIREMENT	929	0	929	3,019.33	.00	-2,090.67	325.1%
3536005	5133	CITY 401 PLAN	195	0	195	649.51	.00	-454.51	333.1%
3536005	5208	DUES AND MEMBERSHI	200	-200	0	.00	.00	.00	.0%
3536005	5211	OTHER PROFESSIONAL	1,560	-727	833	637.00	.00	196.00	76.5%
3536005	5213	DATA PROCESSING	2,775	-29	2,746	2,745.79	.00	.00	100.0%
3536005	5266	CONFERENCES_SEMINA	600	-145	455	454.58	.00	.00	100.0%
3536005	5308	OTHER OFFICE SUPPL	1,300	0	1,300	1,287.36	225.06	-212.42	116.3%
3536005	5343	BOOKS_SUBSCRIPTION	7,430	1,102	8,532	5,477.77	2,505.18	548.68	93.6%
TOTAL CAL LIBRARY LITERACY SVC			25,714	82,481	108,195	43,529.62	2,730.24	61,935.63	42.8%
TOTAL CAL LIBRARY LITERACY SVC GRANT			25,714	82,481	108,195	43,529.62	2,730.24	61,935.63	42.8%
TOTAL EXPENSES			25,714	82,481	108,195	43,529.62	2,730.24	61,935.63	

BALANCE SHEET FOR 2025 12

FUND: 112 LIBRARY SERVICES FUND			NET CHANGE FOR PERIOD	ACCOUNT BALANCE
ASSETS				
112	1000	AP CASH CONTROL	1,778.21	579,998.90
112	1101	ACCOUNTS RECEIVABLE	.00	1.00
		TOTAL ASSETS	1,778.21	579,999.90
LIABILITIES				
112	2301	UNAVAILABLE REVENUE	.00	-1.00
		TOTAL LIABILITIES	.00	-1.00
FUND BALANCE				
112	3900	FUND BALANCE UNRESERVED	.00	-555,012.21
112	3901	REVENUE CONTROL	-6,513.70	-97,102.09
112	3902	EXPENDITURE CONTROL	4,735.49	72,115.40
112	3910	BUDGETARY FB UNRESERVED	.00	18,315.41
112	3911	ESTIMATED REVENUE	.00	84,600.00
112	3912	APPROPRIATIONS	.00	-102,915.41
112	3921	ENCUMBRANCE CONTROL	-1,185.67	17,260.92
112	3922	BUDGET FB RES 4 ENCUM	1,185.67	-17,260.92
		TOTAL FUND BALANCE	-1,778.21	-579,998.90
		TOTAL LIABILITIES + FUND BALANCE	-1,778.21	-579,999.90

** END OF REPORT - Generated by Kishida, Gwen **



Library Board of Trustees Staff Report

Date: July 15, 2025
Agenda Item Number: 9.A.

To: Library Board of Trustees
From: LV Frazier, Acting City Librarian
Subject: City Librarian's Report

Recommendation:

It is recommended that the Board consider:

1. Receiving and filing the City Librarian's Report; and
2. Taking such additional, related, action that may be desirable.

Executive Summary:

N/A

Background:

N/A

Fiscal Impact:

N/A

Attachments:

1. Board Report July 2025

TO: The Board of Trustees of the Monterey Park Bruggemeyer Library
FROM: LV Frazier, Acting City Librarian
SUBJECT: June 2025 Report

June Highlights

The 2025 Summer Reading Program is off to a great start, with 852 registrations on Beanstack and 245 patrons completing the program during the month of June. Patrons have until July 31 to log their reading for the chance to earn badges and prizes.

In June, the Children's Division had over 1,300 attendees across the special summer programs and over 1,200 people attending storytime in June. This summer the Children's Division is offering a diverse array of events, ranging from a Scratch coding class to *Acting Up!*, a program where kids can explore the world of improvisational theater games. All of the programs so far have been a hit, especially the two shows at the Langley Center by performers *Megan the Bubbleologist* and the *Wildlife Learning Center*.

Adults also enjoyed a variety of programs during the month of June, notably the wildly popular *Mahjong for Adults* event where 41 adults learned the basics of Mahjong and enjoyed playing each other while making new friends. Asian Americans Advancing Justice - Southern California (AJSOCAL) also hosted a successful *Housing Rights* presentation that gathered 35 attendees who learned about housing rights and the Home Preservation Program. On June 28, a panel discussion featuring a professional writer, bookstore owner, audiobook narrator and librarian spoke about their careers to an audience of 32 adults. Teens have also continued their Junior Friends meetings over the summer as well as enjoyed special programs. Twenty-one teens attended *Teen Entrepreneurs* at Leaflet Coffee House and learned about starting a small business.

Other program highlights included the Library participating the in the fifth annual *San Gabriel Valley Pride Festival*, *Gardening Skills and Sustainability* workshop for adults, *Summer English Classes* through the Literacy Division and *Teen Cooking Basics*.

Pictured on next page: *Mahjong for Adults*, *Dungeons & Dragons for Kids*, *Wildlife Learning Center* performance at the Langley Center, *So...You Want to Work with Books?* panel discussion, *Teen Entrepreneurs* at Leaflet Coffee House and *Park Dance Party* in Barnes Park.



2024-2025 GOALS AND OBJECTIVES

GOALS AND OBJECTIVES

PROGRESS

ADMINISTRATION

1. Reconfigure library spaces to better meet contemporary needs.

Ongoing. The Library continues to assess usage of library spaces and consider alternative uses for these spaces. Changes to the Operational Support Division's use of space to increase efficiency are in the works. The Library is considering removal of shelving to increase seating capacity.

Additional programs are now being offered in the Storytime Room, allowing for multiple programs to run concurrently in different spaces.

2. Continue to explore funding options for mobile library services in order to extend the Library's services to hard to reach or underserved residents.

In progress. The Monterey Park Library Foundation has earmarked \$48,000 towards the acquisition of a bookmobile and will hold their annual gala on October 10 with this goal in mind. This will remain a goal for the Administration Division in the next fiscal year.

3. Develop a plan with local school districts to issue library cards to all students by third grade in response to California SB 321: Local Public Library Partnership Program.

Complete. Staff will coordinate with the Alhambra Unified School District in August to provide an annual library card sign-up drive for second graders. Staff will reach out to Garvey School District in the coming year to establish a more formal partnership. Montebello School District is addressed through annual field trips for kindergarten and second grade classes, and Los Angeles Unified School District is under the purview of the Los Angeles Public Library Student Success Card program.

ADULT & TEEN

1. Reorganize and expand the Adult collection to make it more appealing and relevant to users and to highlight underutilized materials such as graphic novels.

Ongoing. Staff are currently in the process of moving graphic novels from the Non-Fiction shelves to a more prominent section near the Adult seating area.

GOALS AND OBJECTIVES**PROGRESS**

ADULT & TEEN

2. Develop book-focused programming and introduce readers' advisory resources that help patrons select appropriate reading materials in order to increase usage of the Adult and Young Adult collections.

Complete. A *So, You want to Work With Books* panel discussion was held, with two local booksellers, an author, an audiobook narrator and a librarian participating, drawing an audience of more than 30 attendees.

Teens and Adult Summer Reading Programs were offered to encourage recreational reading. In June, 205 readers registered for the Adult challenge and 100 for the Teen challenge.

Displays and booklists promoted the Library's Adult and Teen LGBTQ/Pride-themed materials.

3. Provide targeted programming for new adults (18-30-year-olds) in order to address the needs of an underserved group within the community.

Complete. Programs targeted at new adults included the *So, You Want to Work With Books* program and weekly board game sessions.

4. Work with community partners to enhance career readiness and employment skills for a broader spectrum of the community including teens, community language-speakers and retirees/seniors.

Complete. Chinatown Service Center continues to offer monthly Job Support sessions to adults. A local coffee shop was visited as part of the Teen Entrepreneur series. The *So, You want to Work with Books* program promoted arts/creativity-related jobs.

OPERATIONAL SUPPORT

1. Launch a one-on-one technology assistance program for community members to receive assistance with devices and learn basic technology skills.
2. Coordinate with local businesses to offer library card sign-up events and promote relevant services to underserved and hard-to-reach residents.
3. Research scanning technology that allows patrons to email and fax documents in order to make library resources and services easier and more convenient for every resident.

Complete. OPS launched the half-hour one-on-one appointments in September. In June, staff assisted 22 patrons.

Ongoing. OPS staff are assisting with library card sign-up at outreach events.

Complete. The Library has implemented a service to allow scanning to email using the existing public copier.

LAMP LITERACY & CITIZENSHIP

1. Improve access to and browsability of literacy materials for English language learners by reorganizing and expanding the literacy collection.

2. Partner with community organizations to provide programming that targets life and work goals and meets the evolving needs of English language learners.

Complete. New English literacy materials written in Chinese have greatly improved access for English language learners, and the reorganization/weeding of materials has eased the browsability of the literacy collection. With the California Library Literacy Services (CLLS) ESL grant sunseting in 2026, LAMP staff will continue to use these funds to expand the collection with new spelling workbooks, citizenship materials and translated literacy materials in Spanish.

Complete. LAMP is restarting its partnership with the Asian American Economic Development Enterprises (AAEDE) to provide job skills training for English language learners and contacts with job providers and is rebuilding its connection to the local American Job Center to provide referrals. More learners are requesting more job-skill services, specifically for meeting the English language proficiency requirements for truck drivers. With these new partnerships, LAMP will be able to provide stronger programming that targets specific work goals and needs.

CHILDREN'S

1. Develop and implement a weekly Preschool Storytime for children ages 3 – 5 to promote literacy, language development and school readiness.

2. Organize a monthly Caregiver Meet-Up event in collaboration with local parents and organizations to increase community connections and foster the Library as a meeting space for the community.

3. Strengthen international languages collection in the Children's Division by purchasing new materials in community languages and removing old and outdated materials to increase the relevance and access of children's materials.

Complete. The Library now offers a weekly Preschool Storytime at 11:30 a.m. on Wednesdays. This storytime incorporates deeper recognition of classroom rules and more complex books and songs. Four Preschool Storytimes were conducted in June with a total attendance of 185.

Complete. In collaboration with the former Moms Club President Rose Scobie, the Library presented five sessions of the monthly Caregiver Meet-Up program. Caregiver Meet-Up will now be offered periodically based on speaker availability.

Complete. Approximately eight new items were added to the International Languages collection during the month of June. The Spanish collection weeding project has been completed.

GOALS AND OBJECTIVES

PROGRESS

CHILDREN'S

4. Increase and diversify outreach efforts by contacting previously underserved schools and community organizations.

Ongoing. The Children's Division participated in an Outreach Storytime at Ynez Options for Learning, serving 25 students and four teachers and staff. The Library also hosted a 5th grade class field trip from Monterey Vista Elementary School, serving 26 students and one staff member, and conducted an in-Library storytime for Tiny Tots preschool for ten students and two staff members.

Monterey Park Bruggemeyer Library Statistics 2024-2025

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY TOTAL
NEW PATRONS													
Total New Patrons Registered	341	405	386	371	281	229	289	277	339	349	331	387	3,985
Library Card Renewal	203	223	330	198	159	132	232	181	219	217	221	263	2,578
CIRCULATION													
Total Public Service Hours	208	208	232	208	184	176	184	176	208	200	200	200	2,384
Library Visits	20,818	18,782	22,991	22,726	16,650	17,724	16,500*	16,839	20,750	19,964	19,226	20,496	216,966
Total Circulation of Physical Materials	15,687	15,227	16,684	16,991	15,771	14,503	15,787	13,849	15,706	15,800	15,222	15,463	186,690
Circulation of Children's Materials	11,212	11,747	12,975	13,170	12,367	11,217	12,085	10,551	12,045	12,010	11,338	11,386	142,103
Circulation of Adult & YA Materials	3,158	3,724	3,587	3,766	3,395	3,296	3,915	2,720	3,566	3,694	3,829	3,917	42,567
Circulation of Non-English Materials	1,020	780	1,077	835	1,121	769	801	595	593	725	682	747	9,745
Overall eBook	453	418	412	435	369	446	509	385	414	410	523	436	5,210
Overall eMagazine	11	74	96	74	68	75	102	56	89	60	49	5	759
Overall eAudio	189	221	186	123	202	190	215	202	211	210	230	286	2,465
Overall eVideo	417	219	127	144	214	263	273	253	181	283	219	219	2,812
Patron amount saved by borrowing instead of purchasing, in dollars	137,983	132,388	148,763	150,627	142,874	126,129	145,325	137,465	156,200	136,731	132,312	160,750	1,707,547
ILL loans to other	5	6	4	5	1	4	4	4	4	5	5	1	48
ILL loans received	0	0	0	0	0	0	0	0	1	1	0	0	2
PREVIOUS YEAR CIRCULATION													
Library Visits (2023-24)	15,317	17,794	17,978	17,636	15,397	14,865	17,098	16,447	21,267	20,629	18,819	20,087	213,334
Total Circulations (2023-24)	14,136	15,211	15,589	14,772	14,538	13,190	15,470	13,465	15,705	15,325	14,207	14,973	176,581

* January library visits statistic is estimated as gate counter was replaced halfway through the month

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY TOTAL
COLLECTION TOTALS													
Adult volumes added	44	174	176	190	112	120	145	124	188	169	188	249	1,879
Children's volumes added	276	381	242	224	133	142	153	128	264	131	213	304	2,591
Items Deleted	716	444	990	443	571	627	787	788	197	31	59	254	4,470
Total Vols in Collection	104,860	104,999	104,407	103,381	103,240	102,855	102,441	101,904	102,328	102,632	102,934	103,229	1,239,210
Uses of Public Internet Computers	3,064	3,202	2,702	2,491	2,133	2,182	2,226	2,340	2,538	2,522	2,407	2,801	30,608
Visits to the library website	6,791	6,634	6,017	6,552	5,413	5,349	6,366	5,860	6,807	6,539	10,404	7,942	1,269,818
# of Wireless Sessions	8,714	9,816	9,899	10,225	8,164	7,981	8,470	8,279	10,085	9,730	9,762	8,703	109,828
GENERAL INTEREST													
General Interest Reference Questions													
Total # of General Interest Programs													
In-Person, Onsite													
In-Person, Offsite													
Total # of General Interest Attendance													
In-Person, Onsite													
In-Person, Offsite													
Outreach Events				2									2
Outreach Events- Attendance				132									132
Self-Directed Activities - Number of Programs	0	0	0	0	0	0	0	0	0	0	0	0	0
Self-Directed Activities - Attendance	0	0	0	0	0	0	0	0	0	0	0	0	0
General Interest Friends Sp. Programs-Number	0	0	0	0	0	0	0	0	0	0	0	0	0
General Interest Friends Sp. Programs-Attendance	0	0	0	0	0	0	0	0	0	0	0	0	0

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY TOTAL
ADULT													
Adult Reference Questions	199	290	239	222	202	173	220	240	285	302	227	228	2,827
Number of Technology Reference Questions	185	274	187	217	213	204	194	226	230	271	267	232	2,700
Gabbie Text Questions	9	5	6	8	2	3	4	3	2	2	3	8	55
Total # of Adult Programs	16	8	15	16	18	12	7	10	8	7	8	13	138
In-Person, Onsite	16	8	15	15	17	11	7	9	8	6	8	13	133
In-Person, Offsite	0	0	0	1	1	1	0	1	0	1	0	0	5
Total Adult Program Attendance	189	117	115	169	303	88	121	261	110	55	648	179	2,355
In-Person, Onsite	189	117	115	161	295	76	121	141	110	52	83	179	1,639
In-Person, Offsite	0	0	0	8	8	0	0	120	0	0	0	0	136
Outreach Events	0	0	0	0	0	12	0	1	1	1	1	1	17
Outreach Events- Attendance	0	0	0	0	0	0	0	5	17	3	565	3	593
Self-Directed Activities - Number of Programs	0	0	0	0	0	0	0	0	0	0	0	4	4
Self-Directed Activities - Attendance	0	0	0	0	0	0	0	0	0	0	0	9	9
Adult Friends Sp. Programs - Number	0	0	0	0	0	0	0	0	0	0	0	0	0
Adult Friends Sp. Program - Attendance	0	0	0	0	0	0	0	0	0	0	0	0	0
YA (Young Adult)													
Total # of Young Adult Programs	8	8	13	14	11	8	9	9	8	6	2	9	105
In-Person, Onsite	8	7	13	14	11	8	9	9	8	6	2	9	104
In-Person, Offsite	0	1	0	0	0	0	0	0	0	0	0	0	1
Total Young Adult Program Attendance	153	277	292	238	195	105	151	146	204	104	64	144	2,073
In-Person, Onsite	153	127	292	238	195	105	151	146	104	104	64	95	1,774
In-Person, Offsite	0	150	0	0	0	0	0	0	100	0	0	49	299
Self-Directed Activities - Number of Programs	0	0	0	0	0	0	0	0	0	0	0	0	0
Self-Directed Activities - Attendance	0	0	0	0	0	0	0	0	0	0	0	0	0
Young Adult Friends Sp. Programs - Number	0	0	0	0	0	0	0	0	0	0	0	0	0
YA Friends Sp. Program- Attendance	0	0	0	0	0	0	0	0	0	0	0	0	0

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY TOTAL
LAMP													
LAMP Questions	1346	3,350	1,325	1,041	991	1,019	1,609	1,149	1,072	1,171	981	1,118	16,172
ESL/Citizenship/Workshops (No 1-1) - Total Number	53	149	142	102	64	49	59	71	101	87	75	67	1,019
In-person, Onsite	49	128	121	102	64	49	59	71	101	87	75	67	17,191
In-person, Offsite	0	0	0	0	0	0	0	0	0	0	0	0	0
Live, Virtual	4	21	21	32	19	3	0	0	0	0	0	0	100
ESL/Citizenship/Workshops (No 1-1) Total Attendance	356	964	1,120	1,128	658	496	393	729	1,015	917	606	527	100
In-person, Onsite	340	900	1,018	1,128	597	494	393	707	994	897	586	512	8,566
In-person, Offsite	0	0	0	0	0	0	0	0	0	0	0	0	0
Live, Virtual	16	64	102	75	61	2	3	22	21	20	20	15	8,566
Self-Directed Activities	0	0	0	0	0	0	0	0	0	0	0	0	0
LAMP Adult Friends Sp. Programs -Number	0	0	0	0	0	0	0	0	0	0	0	0	0
LAMP Adult Friends Sp. Programs -Attendance	0	0	0	0	0	0	0	0	0	0	0	0	0
Passport Services													
Of the above programs, how many were offsite?	0	0	0	0	0	0	0	0	0	0	0	0	0
Attendance at offsite programs	0	0	0	0	0	0	0	0	0	0	0	0	0
CHILDREN'S													
Children's Reference Questions	336	352	352	440	409	341	365	319	381	336	239	330	4,200
Children's Tech Reference Questions	112	132	145	153	124	77	106	71	84	81	76	87	1,248
Total # of Children's Programs (0-5 years)	24	15	25	33	27	23	23	26	31	32	32	32	323
In-Person, Onsite	21	15	25	31	27	21	23	25	30	30	31	28	307
In-Person, Offsite	3	0	0	2	0	2	0	1	1	2	1	4	16

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY TOTAL
Total Children's Program Attendance (0-5 years)	1538	952	1,563	1,802	1,416	1,095	1,080	1,230	1,723	1,432	1,492	2,009	17,332
In-Person, Onsite	1317	952	1,563	1,756	1,416	1,050	1,080	1,216	1,703	1,391	1,471	1,417	16,332
In-Person, Offsite	221	0	0	46	0	45	0	14	20	41	21	592	1,000
Total # of Children's Programs (6-11 years)	14	4	8	17	11	10	12	13	12	16	13	13	143
In-Person, Onsite	11	4	8	12	10	9	12	11	11	15	13	13	129
In-Person, Offsite	3	0	0	5	1	1	0	2	1	1	0	0	14
Total Children's Program Attendance (6-11 years)	769	59	277	1,996	1,124	481	293	500	391	449	334	445	7,118
In-Person, Onsite	226	59	277	500	1,114	181	293	241	281	416	334	445	4,367
In-Person, Offsite	543	0	0	1,496	10	300	0	259	110	33	0	0	2,751
Self-Directed Activities - Number of Programs	1	1	1	1	1	1	1	1	1	1	3	2	15
Self-Directed Activities - Attendance	46	278	307	436	276	233	286	272	293	332	254	453	3,466
Children's Program Friends Sp. -Number	2	0	0	1	0	0	0	0	0	0	0	2	5
Children's Program Friends Sp. - Attendance	433	0	0	1,000	0	0	0	0	0	0	0	443	1,876