



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, January 20, 2026
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 Comment for Matters Not on the Agenda

Pursuant to Rule 5 of Resolution No. 12226 (adopted February 17, 2021), speakers are limited to a total of five minutes for Public Comment and a total of five minutes on all other items on the Agenda; public hearings are exempt. Exception - See Public Hearing Procedures under Rule 7, Resolution No. 12226. If desirable, the Commission/Board may change the amount of time allowed for speakers.

While all comments are welcome, the Brown Act does not allow the Commission/Board to take action on any item not on the agenda. The Commission/Board may briefly respond to comments after Public Communications is closed. Persons may speak to any matter that is not on the Agenda but within the

Commission's/Board's subject-matter jurisdiction at this time. Comments regarding an Agenda item, including the Consent Calendar, will be heard when that matter is called. Written Communication is accepted up to 24 hours before the meeting by completing an online form at www.montereypark.ca.gov/CBC_comm. Written communications are provided to the Commission/Board.

1. Call to Order

Library Board of Trustees President

2. Flag Salute

Library Board of Trustees Vice President

3. Roll Call

Travis Kaya, Olivia Loo, Jennifer Tang, Stacy Villalobos

4. Telecommunications Announcement, if requested

5. Agenda Revisions and Additions

6. Public Communications

7. Presentation

7.A. Winter Reading Challenge Recap

7.B. LAMP Classes - Spring Session

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 of November 18, 2025

It is recommended that the Board consider:

1. Approving the minutes from the regular meeting of November 18, 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. Report on Library Activities

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

11.A. February 2026 Meeting

It is recommended that the Board consider:

1. Rescheduling the regular meeting currently scheduled for February 17, 2026; and
2. Taking such additional, related, action that may be desirable.

12. Board Communications

12.A. President's Report

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

13. Adjournment



Library Board of Trustees Staff Report

Date: January 20, 2026
Agenda Item Number: 7.A.

To: Library Board of Trustees
From: Kristin Olivarez, City Librarian
Subject: Winter Reading Challenge Recap

Recommendation:

It is recommended that the Board consider:

1. Receiving and filing the Winter Reading Challenge Recap; and
2. Taking such additional, related, action that may be desirable.

Executive Summary:

N/A

Background:

N/A

Fiscal Impact:

N/A

Attachments:

None



Library Board of Trustees Staff Report

Date: January 20, 2026
Agenda Item Number: 7.B.

To: Library Board of Trustees
From: Kristin Olivarez, City Librarian
Subject: LAMP Classes - Spring Session

Recommendation:

It is recommended that the Board consider:

1. Receiving and filing the presentation on LAMP Classes - Spring Session; and
2. Taking such additional, related, action that may be desirable.

Executive Summary:

N/A

Background:

N/A

Fiscal Impact:

N/A

Attachments:

None



Library Board of Trustees Staff Report

Date: January 20, 2026
Agenda Item Number: 8.A.

To: Library Board of Trustees
From: Kristin Olivarez, City Librarian
Subject: Minutes of November 18, 2025

Recommendation:

It is recommended that the Board consider:

1. Approving the minutes from the regular meeting of November 18, 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 11-18-25

**MINUTES
MONTEREY PARK LIBRARY BOARD OF TRUSTEES**

Regular Meeting
November 18, 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, November 18, 2025, at 6:00 p.m.

1. CALL TO ORDER

Trustee Villalobos called the meeting to order at 6:02 p.m.

Trustee Villalobos 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 Tang led the flag salute.

3. ROLL CALL:

TRUSTEES PRESENT: Stacy Villalobos, Olivia C. Loo and Jennifer Tang

TRUSTEES ABSENT: Ricky Choi and Travis Kaya

STAFF PRESENT: City Librarian Kristin Olivarez, Senior Administrative Assistant Gwen Kishida and Adult Literacy Coordinator Victor Castellanos

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

5. PUBLIC COMMUNICATIONS: 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.

6. PRESENTATIONS: LAMP WINTER WORKSHOPS

Adult Literacy Coordinator Castellanos distributed copies of the schedule of Winter Workshops that will be presented by LAMP in December and January. Winter Workshops will include 15 targeted programs taught in Chinese and English by ten volunteers and five LAMP staff members. The workshops will run three to six weeks and consist of small groups, between five to 25 students. He also presented an overview of LAMP activities in 2025. A total of 216 students were enrolled in Spring (January through June) classes, attending for 7,381 hours. A total of 226 students were enrolled in Fall (July through October) classes, attending for 5,883 hours. LAMP currently has 37 volunteers teaching classes and tutoring one-on-one in literacy and citizenship. With LAMP's help, 26 students passed the U.S. citizenship test and became new citizens. New ESL and citizenship classes will begin in February.

7. CONSENT CALENDAR 7A – 7B

7A. LIBRARY BOARD OF TRUSTEES MINUTES

7B. FINANCIAL REPORTS AND EXPENDITURES

Approve the minutes from the regular meeting of October 21, 2025, and the financial reports and expenditures for October 2025.

Action Taken: The Library Board of Trustees approved the minutes from the regular meeting of October 21, 2025, and the financial reports and expenditures for October 2025.

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

Ayes: Trustees: Villalobos, Loo and Tang

Noes: Trustees: None

Absent: Trustees: Choi and Kaya

Abstain: Trustees: None

8. CITY LIBRARIAN'S REPORT

In staffing news, City Librarian Olivarez reported that Children's Senior Librarian LV Frazier resigned effective November 6. They left to become the Library Manager of the Walnut Library, part of the Los Angeles County Library system. Children's Librarian Summer Blake was promoted to Children's Senior Librarian effective November 8. This leaves a vacancy for full-time Children's Librarian. Recruitment will begin soon. Candidates have been chosen to fill vacant full-time Library Assistant positions in OPS and LAMP pending medical clearance. A candidate has been chosen to fill a vacant part-time Library Assistant position in OPS pending pre-employment screening. There is also a vacant part-time Library Assistant position in Children's, but the current certification list has been exhausted, so recruitment will be opened to fill this vacancy.

Regarding facility updates, City Librarian Olivarez reported that the emergency generator project is underway, with anticipated completion in mid-December. Carpet replacement began on November 17, with anticipated completion in early January 2026. The exterior of the Library will also be repainted in December. The generator and exterior paint projects are being funded by the Building Forward Library Facilities Improvement grant. Carpet replacement is a Capital Improvement Project funded by the City's General Fund.

The Library has submitted data for the Public Library Survey conducted by the California State Library, which is reported to the Institute of Museum and Library Services. City Librarian Olivarez presented some of the data from 2024-25 as well as data from 2023-24 for comparison. Registered borrowers numbered 51,352 in 2024-25 (47,481 in 2023-24), there were 216,966 library visits in 2024-25 (213,334 in 2023-24), total circulation was 186,984 in 2024-25 (188,546 in 2023-24) and program attendance was 37,997 in 2024-25 (33,962 in 2023-24). Once the survey is finalized, the results will be posted. City Librarian Olivarez will send the data to the Trustees.

The Library will present a Winter Reading Challenge for all age groups from December 20 through January 3. Participants will log their reading on Beanstack for an opportunity to win prizes sponsored by the Friends of the Library.

Holiday closures will include November 27 and 28 for Thanksgiving, December 24 through 26 for Christmas and December 31 through January 1 for New Year's.

Upcoming Library programs include Navigating Online Shopping on December 6 and Kid Coders on December 15. The Library is also launching Sip & Read, a monthly adult book club. Participants can read whatever book they like and chat about what they are reading while enjoying a beverage of their choice. Meetings will be held in local cafés or tea shops. The first meetup will be on December 19.

Trustees were reminded that the Joint Commissions Meeting is scheduled for December 8 at 5:30 p.m. in the City Hall Council Chambers.

City Librarian Olivarez noted that the Library Foundation met on November 17 and reported that the net profit from the Gala was \$46,000, a great success.

Trustee Tang asked for more information on Library staff learning Mandarin (mentioned in the written report). City Librarian Olivarez stated that SYS Institute approached the City of Monterey Park with an offer to present basic Mandarin Chinese instruction to City staff. The Library was the only department to accept the offer. Ten full-time Library staff who work at public desks met weekly for three weeks, with each class lasting three hours. Staff learned simple Mandarin vocabulary and phrases that are relevant to their work and will allow them to better serve patrons and the Monterey Park community as a whole.

9. OLD BUSINESS: None

10. NEW BUSINESS:

10A. DECEMBER 2025 MEETING

Trustee Villalobos noted that the Library Board was considering cancelling the regular meeting scheduled for December 16, 2025, partially because of the Joint Commissions meeting scheduled for December 8, 2025, and partially because of lack of agenda items.

Action Taken: The Library Board of Trustees approved cancelling its regular meeting scheduled for December 16, 2025.

Motion: Moved by Trustee Tan and seconded by Trustee Loo. Motion carried by the following vote:

Ayes: Trustees: Villalobos, Loo and Tang
Noes: Trustees: None
Absent: Trustees: Choi and Kaya
Abstain: Trustees: None

12. BOARD COMMUNICATIONS

Trustee Tang asked about the preschool fair that the Library used to host. City Librarian Olivarez stated that the Early Learning Resource Fair will be held in February 2026. Children’s Services staff are currently planning the event.

Trustee Tang thanked Reference staff for organizing the Boba Generations panel discussion on November 15. Trustee Tang attended the program – the room was filled with a multi-generational audience who appreciated the discussion on the influence of boba on families, this community and the economy. Kids enjoyed the boba-inspired craft and many enjoyed the free samples of boba drinks. City Librarian Olivarez thanked Trustee Tang and State Assemblymember Mike Fong for sponsoring the program.

12A. PRESIDENT’S REPORT

Trustee Villalobos noted that Native American Heritage Month, celebrated every November, honors the diverse cultures, histories and significant contributions of Native Americans and Indigenous peoples.

12B. MONTEREY PARK LIBRARY FOUNDATION LIAISON’S REPORT

Trustee Loo had nothing to report.

13. ADJOURNMENT

There being no further business for consideration, the meeting was adjourned at 6:33 p.m.

With the cancellation of the regular meeting in December 2025, the next regular meeting of the Library Board of Trustees is scheduled for January 20, 2026.

Kristin Olivarez
City Librarian



Library Board of Trustees Staff Report

Date: January 20, 2026
Agenda Item Number: 8.B.

To: Library Board of Trustees
From: Kristin Olivarez, 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 2026-6 December 2025
2. Trust Account Balance Sheet 2025 December

YEAR-TO-DATE BUDGET REPORT

FOR 2026 06

| ACCOUNTS FOR: | ORIGINAL APPROP | TRANFRS/ADJSTMTS | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|---------------|-----------------|------------------|----------------|--------------|--------------|------------------|----------|
|---------------|-----------------|------------------|----------------|--------------|--------------|------------------|----------|

1016001 GENERAL FUND LIB ADMIN

| | | | | | | | |
|---------------------------------|---------|---|---------|------------|-----|------------|--------|
| 1016001 5103 PERMANENT SALARIES | 251,529 | 0 | 251,529 | 100,371.25 | .00 | 151,157.62 | 39.9% |
| 1016001 5121 MEDICARE INSURANCE | 3,647 | 0 | 3,647 | 1,445.81 | .00 | 2,201.36 | 39.6% |
| 1016001 5122 MEDICAL INSURANCE | 57,660 | 0 | 57,660 | 19,326.11 | .00 | 38,334.37 | 33.5% |
| 1016001 5125 DENTAL INSURANCE | 2,760 | 0 | 2,760 | 1,002.98 | .00 | 1,757.02 | 36.3% |
| 1016001 5126 ADMINISTRATION VIS | 720 | 0 | 720 | 250.88 | .00 | 469.12 | 34.8% |
| 1016001 5127 LONG TERM DISABILI | 1,510 | 0 | 1,510 | 1,125.33 | .00 | 384.67 | 74.5% |
| 1016001 5128 LIFE INSURANCE | 780 | 0 | 780 | 349.85 | .00 | 430.15 | 44.9% |
| 1016001 5129 RETIREMENT | 0 | 0 | 0 | 12,183.09 | .00 | -12,183.09 | 100.0% |
| 1016001 5133 401 DEFERRED COMP | 6,500 | 0 | 6,500 | 3,421.42 | .00 | 3,078.58 | 52.6% |
| 1016001 5134 HEALTH RETIREMENT | 0 | 0 | 0 | 12,162.98 | .00 | -12,162.98 | 100.0% |
| 1016001 5208 DUES AND MEMBERSHI | 4,370 | 0 | 4,370 | 3,978.00 | .00 | 392.00 | 91.0% |
| 1016001 5211 OTHER PROFESSIONAL | 250 | 0 | 250 | .00 | .00 | 250.00 | .0% |
| 1016001 5213 DATA PROCESSING | 4,482 | 0 | 4,482 | 615.00 | .00 | 3,867.39 | 13.7% |
| 1016001 5250 REPAIR & MAINT SER | 30,000 | 0 | 30,000 | .00 | .00 | 30,000.00 | .0% |
| 1016001 5264 TRAVEL EXPENSES | 400 | 0 | 400 | 82.60 | .00 | 317.40 | 20.7% |
| 1016001 5266 CONFERENCES | 5,000 | 0 | 5,000 | 100.00 | .00 | 4,900.00 | 2.0% |
| 1016001 5269 ELECTRICITY | 150,000 | 0 | 150,000 | 66,694.58 | .00 | 83,305.42 | 44.5% |
| 1016001 5270 GAS | 3,000 | 0 | 3,000 | 281.86 | .00 | 2,718.14 | 9.4% |
| 1016001 5272 TELEPHONE | 9,200 | 0 | 9,200 | 1,927.48 | .00 | 7,272.52 | 21.0% |
| 1016001 5303 POSTAGE | 1,200 | 0 | 1,200 | 91.68 | .00 | 1,108.32 | 7.6% |
| 1016001 5308 OTHER OFFICE SUPPL | 0 | 0 | 0 | 3,358.05 | .00 | -3,358.05 | 100.0% |
| 1016001 5310 CLEANING SUPPLIES | 15,000 | 0 | 15,000 | 1,549.51 | .00 | 13,450.49 | 10.3% |
| 1016001 5311 OTHER OPERATING SU | 10,000 | 0 | 10,000 | 812.54 | .00 | 9,187.46 | 8.1% |
| 1016001 5342 PRINTING | 500 | 0 | 500 | .00 | .00 | 500.00 | .0% |
| 1016001 5402 SEPARATION BENEFIT | 13,554 | 0 | 13,554 | 3,388.55 | .00 | 10,165.63 | 25.0% |
| 1016001 5403 PENSION CHARGES | 11,741 | 0 | 11,741 | 2,935.27 | .00 | 8,805.82 | 25.0% |
| 1016001 5404 OPEB CHARGES | 13,651 | 0 | 13,651 | 3,412.86 | .00 | 10,238.57 | 25.0% |
| 1016001 5405 TECHNOLOGY CHARGES | 12,648 | 0 | 12,648 | 3,161.97 | .00 | 9,485.91 | 25.0% |
| 1016001 5408 WORKERS COMPENSATI | 31,098 | 0 | 31,098 | 7,774.56 | .00 | 23,323.69 | 25.0% |
| 1016001 5409 BUILDING MAINTENAN | 11,662 | 0 | 11,662 | 2,915.51 | .00 | 8,746.54 | 25.0% |
| TOTAL GENERAL FUND LIB ADMIN | 652,864 | 0 | 652,864 | 254,719.72 | .00 | 398,144.07 | 39.0% |

1016002 GENERAL FUND REFERENCE N ADULT

| | | | | | | | |
|---------------------------------|---------|---|---------|------------|-----|------------|-------|
| 1016002 5103 PERMANENT SALARIES | 425,162 | 0 | 425,162 | 161,647.47 | .00 | 263,514.84 | 38.0% |
| 1016002 5104 PART TIME SALARIES | 53,312 | 0 | 53,312 | 40,090.58 | .00 | 13,221.20 | 75.2% |
| 1016002 5121 MEDICARE INSURANCE | 7,298 | 0 | 7,298 | 2,855.43 | .00 | 4,442.39 | 39.1% |

YEAR-TO-DATE BUDGET REPORT

FOR 2026 06

| ACCOUNTS FOR: 101 GENERAL FUND | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|--------------------------------------|--------------------|----------------------|-------------------|--------------|--------------|---------------------|-------------|
| 1016002 5122 MEDICAL INSURANCE | 90,121 | 0 | 90,121 | 28,747.57 | .00 | 61,373.39 | 31.9% |
| 1016002 5125 DENTAL INSURANCE | 5,642 | 0 | 5,642 | 1,439.86 | .00 | 4,202.14 | 25.5% |
| 1016002 5126 VISION PLAN | 1,800 | 0 | 1,800 | 476.70 | .00 | 1,323.30 | 26.5% |
| 1016002 5127 LONG TERM DISABILI | 3,120 | 0 | 3,120 | 710.98 | .00 | 2,409.02 | 22.8% |
| 1016002 5128 LIFE INSURANCE | 1,560 | 0 | 1,560 | 559.76 | .00 | 1,000.24 | 35.9% |
| 1016002 5129 RETIREMENT | 0 | 0 | 0 | 20,978.96 | .00 | -20,978.96 | 100.0% |
| 1016002 5130 PART TIME RETIREME | 1,386 | 0 | 1,386 | 1,157.23 | .00 | 228.70 | 83.5% |
| 1016002 5133 401 DEFERRED COMP | 5,800 | 0 | 5,800 | 3,071.41 | .00 | 2,728.59 | 53.0% |
| 1016002 5134 HEALTH RETIREMENT | 0 | 0 | 0 | 153.60 | .00 | -153.60 | 100.0% |
| 1016002 5301 SMALL SOFTWARE_HAR | 2,000 | 0 | 2,000 | 987.50 | .00 | 1,012.50 | 49.4% |
| 1016002 5308 OTHER OFFICE SUPPL | 0 | 0 | 0 | 2,759.09 | .00 | -2,759.09 | 100.0% |
| 1016002 5311 OTHER OPERATING SU | 5,600 | 0 | 5,600 | 223.88 | .00 | 5,376.12 | 4.0% |
| 1016002 5343 BOOKS_SUBSCRIPTION | 27,000 | 0 | 27,000 | 6,917.47 | 16,001.29 | 4,081.24 | 84.9% |
| 1016002 5402 SEPERATION BENEFIT | 25,644 | 0 | 25,644 | 6,411.00 | .00 | 19,233.01 | 25.0% |
| 1016002 5403 PENSION CHARGES | 22,214 | 0 | 22,214 | 5,553.43 | .00 | 16,660.27 | 25.0% |
| 1016002 5404 OPEB CHARGES | 25,828 | 0 | 25,828 | 6,457.00 | .00 | 19,371.01 | 25.0% |
| 1016002 5405 TECHNOLOGY CHARGES | 41,106 | 0 | 41,106 | 10,276.41 | .00 | 30,829.21 | 25.0% |
| 1016002 5408 WORKERS COMPENSATI | 58,837 | 0 | 58,837 | 14,709.19 | .00 | 44,127.55 | 25.0% |
| 1016002 5409 BUILDING MAINTENAN | 37,902 | 0 | 37,902 | 9,475.41 | .00 | 28,426.24 | 25.0% |
| TOTAL GENERAL FUND REFERENCE N ADULT | 841,331 | 0 | 841,331 | 325,659.93 | 16,001.29 | 499,669.31 | 40.6% |

1016003 GENERAL FUND TECHNICAL SERVICE

| | | | | | | | |
|---------------------------------|---------|---|---------|------------|-----|------------|--------|
| 1016003 5103 PERMANENT SALARIES | 309,376 | 0 | 309,376 | 159,852.97 | .00 | 149,522.64 | 51.7% |
| 1016003 5104 PART TIME SALARIES | 53,254 | 0 | 53,254 | 47,719.25 | .00 | 5,534.75 | 89.6% |
| 1016003 5121 MEDICARE INSURANCE | 6,461 | 0 | 6,461 | 3,053.73 | .00 | 3,407.03 | 47.3% |
| 1016003 5122 MEDICAL INSURANCE | 86,491 | 0 | 86,491 | 19,273.31 | .00 | 67,217.44 | 22.3% |
| 1016003 5125 DENTAL INSURANCE | 4,680 | 0 | 4,680 | 745.45 | .00 | 3,934.55 | 15.9% |
| 1016003 5126 VISION PLAN | 970 | 0 | 970 | 364.48 | .00 | 605.52 | 37.6% |
| 1016003 5127 LONG TERM DISABILI | 2,496 | 0 | 2,496 | 723.75 | .00 | 1,772.25 | 29.0% |
| 1016003 5128 LIFE INSURANCE | 1,248 | 0 | 1,248 | 522.56 | .00 | 725.44 | 41.9% |
| 1016003 5129 RETIREMENT | 0 | 0 | 0 | 19,485.50 | .00 | -19,485.50 | 100.0% |
| 1016003 5130 PART TIME RETIREME | 2,930 | 0 | 2,930 | 1,908.72 | .00 | 1,021.44 | 65.1% |
| 1016003 5133 401 DEFERRED COMP | 4,300 | 0 | 4,300 | 1,228.56 | .00 | 3,071.44 | 28.6% |
| 1016003 5134 HEALTH RETIREMENT | 0 | 0 | 0 | 469.13 | .00 | -469.13 | 100.0% |
| 1016003 5213 DATA PROCESSING | 850 | 0 | 850 | .00 | .00 | 850.00 | .0% |
| 1016003 5250 REPAIR & MAINT SER | 43,294 | 0 | 43,294 | 23,751.75 | .00 | 19,542.25 | 54.9% |
| 1016003 5311 OTHER OPERATING SU | 5,200 | 0 | 5,200 | 3,667.16 | .00 | 1,532.84 | 70.5% |
| 1016003 5402 SEPARATION BENEFIT | 19,476 | 0 | 19,476 | 4,869.01 | .00 | 14,607.01 | 25.0% |
| 1016003 5403 PENSION CHARGES | 16,871 | 0 | 16,871 | 4,217.70 | .00 | 12,653.08 | 25.0% |
| 1016003 5404 OPEB CHARGES | 19,616 | 0 | 19,616 | 4,903.94 | .00 | 14,711.82 | 25.0% |

YEAR-TO-DATE BUDGET REPORT

| FOR 2026 06 | | | | | | | | | |
|---|----------|----------|---------|--------------|--------------|------------|-----------|-----|--|
| ACCOUNTS FOR: | ORIGINAL | TRANFRS/ | REVISED | | | | AVAILABLE | PCT | |
| 101 GENERAL FUND | APPROP | ADJSTMTS | BUDGET | YTD EXPENDED | ENCUMBRANCES | BUDGET | USED | | |
| 1016003 5405 TECHNOLOGY CHARGES | 41,106 | 0 | 41,106 | 10,276.41 | .00 | 30,829.21 | 25.0% | | |
| 1016003 5408 WORKERS COMPENSATI | 44,685 | 0 | 44,685 | 11,171.28 | .00 | 33,513.84 | 25.0% | | |
| 1016003 5409 BUILDING MAINTENAN | 37,902 | 0 | 37,902 | 9,475.41 | .00 | 28,426.24 | 25.0% | | |
| TOTAL GENERAL FUND TECHNICAL SERVICE | 701,204 | 0 | 701,204 | 327,680.07 | .00 | 373,524.16 | 46.7% | | |
| 1016004 GENERAL FUND CIRCULATION | | | | | | | | | |
| 1016004 5104 PART TIME SALARIES | 0 | 0 | 0 | 10,382.04 | .00 | -10,382.04 | 100.0% | | |
| 1016004 5121 MEDICARE INSURANCE | 0 | 0 | 0 | 150.51 | .00 | -150.51 | 100.0% | | |
| 1016004 5130 PART TIME RETIREME | 0 | 0 | 0 | 415.26 | .00 | -415.26 | 100.0% | | |
| TOTAL GENERAL FUND CIRCULATION | 0 | 0 | 0 | 10,947.81 | .00 | -10,947.81 | 100.0% | | |
| 1016005 GENERAL FUND LITERACY | | | | | | | | | |
| 1016005 5103 PERMANENT SALARIES | 168,058 | 0 | 168,058 | 60,955.97 | .00 | 107,101.92 | 36.3% | | |
| 1016005 5104 PART TIME SALARIES | 85,816 | 0 | 85,816 | 35,610.14 | .00 | 50,205.95 | 41.5% | | |
| 1016005 5121 MEDICARE INSURANCE | 3,820 | 0 | 3,820 | 1,383.15 | .00 | 2,436.98 | 36.2% | | |
| 1016005 5122 MEDICAL INSURANCE | 43,245 | 0 | 43,245 | 8,287.00 | .00 | 34,958.36 | 19.2% | | |
| 1016005 5125 DENTAL INSURANCE | 2,601 | 0 | 2,601 | 532.37 | .00 | 2,068.17 | 20.5% | | |
| 1016005 5126 VISION PLAN | 780 | 0 | 780 | 190.86 | .00 | 589.14 | 24.5% | | |
| 1016005 5127 LONG TERM DISABILI | 1,188 | 0 | 1,188 | 251.01 | .00 | 936.99 | 21.1% | | |
| 1016005 5128 LIFE INSURANCE | 676 | 0 | 676 | 188.49 | .00 | 487.52 | 27.9% | | |
| 1016005 5129 RETIREMENT | 0 | 0 | 0 | 9,227.51 | .00 | -9,227.51 | 100.0% | | |
| 1016005 5130 PART TIME RETIREME | 1,717 | 0 | 1,717 | 811.42 | .00 | 905.64 | 47.3% | | |
| 1016005 5133 401 DEFERRED COMP | 2,803 | 0 | 2,803 | 1,310.97 | .00 | 1,492.15 | 46.8% | | |
| 1016005 5134 HEALTH RETIREMENT | 0 | 0 | 0 | 6,046.71 | .00 | -6,046.71 | 100.0% | | |
| 1016005 5402 SEPARATION BENEFIT | 10,624 | 0 | 10,624 | 2,655.94 | .00 | 7,967.82 | 25.0% | | |
| 1016005 5403 PENSION CHARGES | 9,203 | 0 | 9,203 | 2,300.67 | .00 | 6,901.99 | 25.0% | | |
| 1016005 5404 OPEB CHARGES | 10,700 | 0 | 10,700 | 2,675.00 | .00 | 8,024.99 | 25.0% | | |
| 1016005 5405 TECHNOLOGY CHARGES | 31,620 | 0 | 31,620 | 7,904.93 | .00 | 23,714.78 | 25.0% | | |
| 1016005 5408 WORKERS COMPENSATI | 24,375 | 0 | 24,375 | 6,093.70 | .00 | 18,281.10 | 25.0% | | |
| 1016005 5409 BUILDING MAINTENAN | 29,155 | 0 | 29,155 | 7,288.78 | .00 | 21,866.34 | 25.0% | | |
| TOTAL GENERAL FUND LITERACY | 426,380 | 0 | 426,380 | 153,714.62 | .00 | 272,665.62 | 36.1% | | |
| 1016006 GENERAL FUND CHILDREN SERV | | | | | | | | | |
| 1016006 5103 PERMANENT SALARIES | 236,020 | 0 | 236,020 | 129,080.64 | .00 | 106,938.95 | 54.7% | | |

YEAR-TO-DATE BUDGET REPORT

| FOR 2026 06 | | | | | | | | |
|----------------------------------|--------------------|-----------------|------------------|----------------|--------------|--------------|------------------|----------|
| ACCOUNTS FOR: | GENERAL FUND | ORIGINAL APPROP | TRANFRS/ADJSTMTS | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
| 1016006 5104 | PART TIME SALARIES | 43,977 | 0 | 43,977 | 30,640.81 | .00 | 13,335.83 | 69.7% |
| 1016006 5121 | MEDICARE INSURANCE | 5,122 | 0 | 5,122 | 2,337.70 | .00 | 2,784.46 | 45.6% |
| 1016006 5122 | MEDICAL INSURANCE | 45,691 | 0 | 45,691 | 17,677.63 | .00 | 28,013.09 | 38.7% |
| 1016006 5125 | DENTAL INSURANCE | 3,600 | 0 | 3,600 | 1,063.26 | .00 | 2,536.74 | 29.5% |
| 1016006 5126 | VISION PLAN | 1,080 | 0 | 1,080 | 374.10 | .00 | 705.90 | 34.6% |
| 1016006 5127 | LONG TERM DISABILI | 1,188 | 0 | 1,188 | 543.72 | .00 | 644.28 | 45.8% |
| 1016006 5128 | LIFE INSURANCE | 936 | 0 | 936 | 448.16 | .00 | 487.84 | 47.9% |
| 1016006 5129 | RETIREMENT | 0 | 0 | 0 | 15,790.58 | .00 | -15,790.58 | 100.0% |
| 1016006 5130 | PART TIME RETIREME | 1,411 | 0 | 1,411 | 1,225.66 | .00 | 185.24 | 86.9% |
| 1016006 5133 | 401 DEFERRED COMP | 4,685 | 0 | 4,685 | 1,949.99 | .00 | 2,735.01 | 41.6% |
| 1016006 5301 | SMALL SOFTWARE_HAR | 1,889 | 0 | 1,889 | .00 | .00 | 1,889.00 | .0% |
| 1016006 5311 | OTHER OPERATING SU | 5,500 | 0 | 5,500 | 2,215.14 | .00 | 3,284.86 | 40.3% |
| 1016006 5343 | BOOKS_SUBSCRIPTION | 23,000 | 0 | 23,000 | 7,749.66 | 17,779.78 | -2,529.44 | 111.0% |
| 1016006 5402 | SEPARATION BENEFIT | 18,846 | 0 | 18,846 | 4,711.55 | .00 | 14,134.66 | 25.0% |
| 1016006 5403 | PENSION CHARGES | 16,325 | 0 | 16,325 | 4,081.31 | .00 | 12,243.91 | 25.0% |
| 1016006 5404 | OPEB CHARGES | 18,981 | 0 | 18,981 | 4,745.36 | .00 | 14,236.07 | 25.0% |
| 1016006 5405 | TECHNOLOGY CHARGES | 37,944 | 0 | 37,944 | 9,485.91 | .00 | 28,457.74 | 25.0% |
| 1016006 5408 | WORKERS COMPENSATI | 43,240 | 0 | 43,240 | 10,810.03 | .00 | 32,430.07 | 25.0% |
| 1016006 5409 | BUILDING MAINTENAN | 34,986 | 0 | 34,986 | 8,746.54 | .00 | 26,239.60 | 25.0% |
| TOTAL GENERAL FUND CHILDREN SERV | | 544,421 | 0 | 544,421 | 253,677.75 | 17,779.78 | 272,963.23 | 49.9% |
| TOTAL GENERAL FUND | | 3,166,200 | 0 | 3,166,200 | 1,326,399.90 | 33,781.07 | 1,806,018.58 | 43.0% |
| TOTAL EXPENSES | | 3,166,200 | 0 | 3,166,200 | 1,326,399.90 | 33,781.07 | 1,806,018.58 | |

YEAR-TO-DATE BUDGET REPORT

| FOR 2026 06 | | | | | | | | | |
|--|-----------------------|--------------------|----------|---------|--------------|--------------|-----------|-----------|--------|
| 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 | 48,518 | 0 | 48,518 | 17,256.83 | .00 | 31,261.37 | 35.6% |
| 1126005 | 5121 | MEDICARE | 701 | 0 | 701 | 248.95 | .00 | 451.96 | 35.5% |
| 1126005 | 5122 | MEDICAL INSURANCE | 10,267 | 0 | 10,267 | 2,451.06 | .00 | 7,815.88 | 23.9% |
| 1126005 | 5125 | DENTAL INSURANCE | 480 | 0 | 480 | 80.11 | .00 | 399.89 | 16.7% |
| 1126005 | 5126 | VISION PLAN | 178 | 0 | 178 | 47.51 | .00 | 130.49 | 26.7% |
| 1126005 | 5127 | LONG TERM DISABILI | 328 | 0 | 328 | 79.34 | .00 | 248.62 | 24.2% |
| 1126005 | 5128 | LIFE INSURANCE | 182 | 0 | 182 | 64.87 | .00 | 117.12 | 35.6% |
| 1126005 | 5129 | RETIREMENT | 0 | 0 | 0 | 2,095.22 | .00 | -2,095.22 | 100.0% |
| 1126005 | 5133 | CITY 401 PLAN | 1,058 | 0 | 1,058 | 448.34 | .00 | 609.99 | 42.4% |
| 1126005 | 5134 | HEALTH RETIREMENT | 0 | 0 | 0 | 2,034.89 | .00 | -2,034.89 | 100.0% |
| 1126005 | 5213 | DATA PROCESSING | 2,160 | 0 | 2,160 | .00 | .00 | 2,160.00 | .0% |
| 1126005 | 5303 | POSTAGE | 5,000 | -584 | 4,416 | 1,210.00 | .00 | 3,206.00 | 27.4% |
| 1126005 | 5308 | OTHER OFFICE SUPPL | 1,500 | 0 | 1,500 | 378.09 | 150.00 | 971.91 | 35.2% |
| 1126005 | 5343 | BOOKS_SUBSCRIPTION | 5,760 | 584 | 6,344 | 668.36 | .00 | 5,675.64 | 10.5% |
| 1126005 | 5402 | SEPARATION BENEFIT | 2,736 | 0 | 2,736 | 683.94 | .00 | 2,051.81 | 25.0% |
| 1126005 | 5403 | PENSION CHARGES | 2,465 | 0 | 2,465 | 616.31 | .00 | 1,848.91 | 25.0% |
| 1126005 | 5404 | OPEB CHARGES | 2,866 | 0 | 2,866 | 716.58 | .00 | 2,149.74 | 25.0% |
| 1126005 | 5405 | TECHNOLOGY CHARGES | 3,689 | 0 | 3,689 | 922.19 | .00 | 2,766.57 | 25.0% |
| 1126005 | 5408 | WORKERS COMPENSATI | 6,530 | 0 | 6,530 | 1,632.39 | .00 | 4,897.15 | 25.0% |
| 1126005 | 5409 | BUILDING MAINTENAN | 3,401 | 0 | 3,401 | 850.31 | .00 | 2,550.93 | 25.0% |
| TOTAL LIB PASSPORT TRUST LITERACY | | | 97,819 | 0 | 97,819 | 32,485.29 | 150.00 | 65,183.87 | 33.4% |
| TOTAL LIBRARY SERVICES FUND | | | 97,819 | 0 | 97,819 | 32,485.29 | 150.00 | 65,183.87 | 33.4% |
| TOTAL EXPENSES | | | 97,819 | 0 | 97,819 | 32,485.29 | 150.00 | 65,183.87 | |

YEAR-TO-DATE BUDGET REPORT

FOR 2026 06

| ACCOUNTS FOR: | ORIGINAL APPROP | TRANFRS/ADJSTMTS | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|---------------------------------|-----------------|------------------|----------------|--------------|--------------|------------------|----------|
| 351 WIOA GRANT | | | | | | | |
| 3516005 WIOA GRANT | | | | | | | |
| 3516005 5103 PERMANENT SALARIES | 5,669 | 0 | 5,669 | 7,898.71 | .00 | -2,230.07 | 139.3% |
| 3516005 5121 MEDICARE INSURANCE | 82 | 0 | 82 | 114.53 | .00 | -32.33 | 139.3% |
| 3516005 5122 MEDICAL INSURANCE | 2,883 | 0 | 2,883 | 1,286.48 | .00 | 1,596.54 | 44.6% |
| 3516005 5125 DENTAL INSURANCE | 120 | 0 | 120 | 55.53 | .00 | 64.47 | 46.3% |
| 3516005 5126 VISION PLAN | 36 | 0 | 36 | 24.96 | .00 | 11.04 | 69.3% |
| 3516005 5127 LONG TERM DISABILI | 62 | 0 | 62 | 35.87 | .00 | 26.53 | 57.5% |
| 3516005 5128 LIFE INSURANCE | 31 | 0 | 31 | 34.12 | .00 | -2.92 | 109.4% |
| 3516005 5129 RETIREMENT | 696 | 0 | 696 | 967.16 | .00 | -271.61 | 139.0% |
| 3516005 5133 CITY 401 PLAN | 130 | 0 | 130 | 199.15 | .00 | -69.15 | 153.2% |
| 3516005 5308 OTHER OFFICE SUPPL | 1,650 | 0 | 1,650 | 30.81 | 150.00 | 1,469.19 | 11.0% |
| 3516005 5343 BOOKS_SUBSCRIPTION | 525 | 0 | 525 | .00 | 500.00 | 25.00 | 95.2% |
| TOTAL WIOA GRANT | 11,884 | 0 | 11,884 | 10,647.32 | 650.00 | 586.69 | 95.1% |
| TOTAL WIOA GRANT | 11,884 | 0 | 11,884 | 10,647.32 | 650.00 | 586.69 | 95.1% |
| TOTAL EXPENSES | 11,884 | 0 | 11,884 | 10,647.32 | 650.00 | 586.69 | |

YEAR-TO-DATE BUDGET REPORT

| FOR 2026 06 | | | | | | | | | |
|---|--------------------------------|--------------------|----------|----------|---------|--------------|--------------|-----------|--------|
| 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 | 8,503 | 0 | 8,503 | 11,847.98 | .00 | -3,345.02 | 139.3% |
| 3536005 | 5121 | MEDICARE INSURANCE | 123 | 0 | 123 | 171.80 | .00 | -48.51 | 139.3% |
| 3536005 | 5122 | MEDICAL INSURANCE | 4,325 | 0 | 4,325 | 1,929.76 | .00 | 2,394.78 | 44.6% |
| 3536005 | 5125 | DENTAL INSURANCE | 180 | 0 | 180 | 83.25 | .00 | 96.75 | 46.3% |
| 3536005 | 5126 | VISION PLAN | 54 | 0 | 54 | 37.42 | .00 | 16.58 | 69.3% |
| 3536005 | 5127 | LONG TERM DISABILI | 94 | 0 | 94 | 53.80 | .00 | 39.80 | 57.5% |
| 3536005 | 5128 | LIFE INSURANCE | 47 | 0 | 47 | 51.20 | .00 | -4.40 | 109.4% |
| 3536005 | 5129 | RETIREMENT | 1,043 | 0 | 1,043 | 1,450.70 | .00 | -407.38 | 139.0% |
| 3536005 | 5133 | CITY 401 PLAN | 195 | 0 | 195 | 298.68 | .00 | -103.68 | 153.2% |
| 3536005 | 5208 | DUES AND MEMBERSHI | 200 | 0 | 200 | .00 | .00 | 200.00 | .0% |
| 3536005 | 5211 | OTHER PROFESSIONAL | 1,176 | 0 | 1,176 | 637.00 | .00 | 539.00 | 54.2% |
| 3536005 | 5213 | DATA PROCESSING | 2,770 | 0 | 2,770 | 2,745.79 | .00 | 24.21 | 99.1% |
| 3536005 | 5266 | CONFERENCES_SEMINA | 600 | 0 | 600 | .00 | .00 | 600.00 | .0% |
| 3536005 | 5308 | OTHER OFFICE SUPPL | 1,300 | 0 | 1,300 | 309.18 | 250.00 | 740.82 | 43.0% |
| 3536005 | 5343 | BOOKS_SUBSCRIPTION | 7,850 | 0 | 7,850 | 2,250.86 | 5,890.43 | -291.29 | 103.7% |
| TOTAL CAL LIBRARY LITERACY SVC | | | 28,460 | 0 | 28,460 | 21,867.42 | 6,140.43 | 451.66 | 98.4% |
| TOTAL CAL LIBRARY LITERACY SVC GRANT | | | 28,460 | 0 | 28,460 | 21,867.42 | 6,140.43 | 451.66 | 98.4% |
| TOTAL EXPENSES | | | 28,460 | 0 | 28,460 | 21,867.42 | 6,140.43 | 451.66 | |

BALANCE SHEET FOR 2026 6

| FUND: 112 LIBRARY SERVICES FUND | | | NET CHANGE FOR PERIOD | ACCOUNT BALANCE |
|---------------------------------|------|---|--------------------------|--------------------|
| ASSETS | | | | |
| 112 | 1000 | AP CASH CONTROL | -3,605.74 | 625,734.82 |
| 112 | 1101 | ACCOUNTS RECEIVABLE | .00 | 4.00 |
| | | TOTAL ASSETS | -3,605.74 | 625,738.82 |
| LIABILITIES | | | | |
| 112 | 2001 | ACCOUNTS PAYABLE CONTROL | .00 | -44.19 |
| 112 | 2150 | CUSTOMER OVERPAYMENT PAYABLE | .00 | -12.00 |
| 112 | 2301 | UNAVAILABLE REVENUE | .00 | -4.00 |
| | | TOTAL LIABILITIES | .00 | -60.19 |
| FUND BALANCE | | | | |
| 112 | 3900 | FUND BALANCE UNRESERVED | .00 | -626,018.98 |
| 112 | 3901 | REVENUE CONTROL | -2,729.41 | -32,144.94 |
| 112 | 3902 | EXPENDITURE CONTROL | 6,335.15 | 32,485.29 |
| 112 | 3910 | BUDGETARY FB UNRESERVED | .00 | 59,013.47 |
| 112 | 3911 | ESTIMATED REVENUE | .00 | 79,500.00 |
| 112 | 3912 | APPROPRIATIONS | .00 | -138,513.47 |
| 112 | 3921 | ENCUMBRANCE CONTROL | .00 | 35,084.31 |
| 112 | 3922 | BUDGET FB RES 4 ENCUM | .00 | -35,084.31 |
| | | TOTAL FUND BALANCE | 3,605.74 | -625,678.63 |
| | | TOTAL LIABILITIES + FUND BALANCE | 3,605.74 | -625,738.82 |

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



Library Board of Trustees Staff Report

Date: January 20, 2026
Agenda Item Number: 9.A.

To: Library Board of Trustees
From: Kristin Olivarez, City Librarian
Subject: Report on Library Activities

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 December 2025 highlights
2. 2025-26 Goals and Objectives 12-25
3. 2025-26 - Statistics - Monthly Summary

TO: The Board of Trustees of the Monterey Park Bruggemeyer Library
FROM: Kristin Olivarez, City Librarian
SUBJECT: December 2025 Report

December Highlights

The Library wrapped up the year with holiday programming for all ages, including Hot Cocoa Social Hour, Crafternoon Tea, Arts & Crafts Zone and the Junior Friends Jingle Mingle.

The Curl Up with a Good Book Winter Reading Challenge launched on December 20. Children, teens and adults can keep track of the time they spend reading for a chance to win prizes. The program ends January 3. This program is sponsored by the Friends of the Monterey Park Library.

Adult Services also launched their new Sip & Read Book Club, which meets monthly at a local café or tea shop and encourages readers to meet new people and chat about what they are reading while enjoying a cup of coffee or tea. In December, the book club met at Yihui Coffee.

In December, Library staff provided activities and information about library services at the Atlantic Times Square Tree Lighting Ceremony and the City's Snow Village event. Children's Services also provided storytime for students at Alpha Shen Preschool. Community partners including Chinatown Service Center, API Forward Movement, AJSOCAL, Asian Youth Center and the East LA Regional Center continue to visit the library regularly to provide information about their services to library visitors.

Pictured on next page: *Crafternoon Tea, Junior Friends Meeting, LEGO Robotics and 3D Printing Showcase with WSGV FIRST Teams, Toddler Art & Play, Beginning Literacy Graduation, Science Squad.*



2025-2026 GOALS AND OBJECTIVES

| GOALS AND OBJECTIVES | PROGRESS |
|--|--|
| ADMINISTRATION | |
| 1. 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 Library Foundation has already earmarked \$48,000 to fund mobile library services. The Foundation raised an additional \$46,000 at its annual fundraising Gala held on October 10, with the goal of continuing to contribute towards the bookmobile project. Administration continues to research different vehicle options. |
| ADULT & TEEN | |
| 1. Develop programs which showcase the language abilities and other specialized skills of community members to create investment in the library community. | In progress: The first Sip & Read book club was held at Yihui Coffee, a newly opened coffee shop in Monterey Park, with the program creating community connections that both promote Library services and amplify local small businesses. |
| 2. Partner with other City divisions and community organizations to help prepare teens for adulthood by providing life skills and cultural enrichment opportunities. | In progress: Library Board of Trustees President Stacy Villalobos spoke at the December Junior Friends meeting, discussing her career and providing leadership advice. |
| OPERATIONAL SUPPORT | |
| 1. Support Children's Services in the implementation of the Student Success Card program by assisting with library card registration drives. | In progress: Operational Support continues to work closely with Children's Service to issue library cards to students during class visits and outreach events. |
| 2. Provide additional training opportunities for staff in order to diversify their skill sets and increase programming capacity of the department. | Ongoing: Operational Support staff members have taken advantage of the mentorship opportunity made available to them by Southern California Library Cooperative (SCLC), the cooperative network of libraries in the greater Los Angeles area. |

LAMP LITERACY & CITIZENSHIP

- | | |
|---|---|
| <p>1. Provide opportunities for English language learners to co-facilitate and co-develop library programs with the Literacy Services Division and Adult Services Division.</p> | <p>In progress: Six volunteers stepped into the role of classroom teacher for the first time, and three volunteers returned from the Fall semester to teach ongoing conversation groups this winter. Although learners have yet to volunteer to co-facilitate and co-develop classes, many new and current tutors met with literacy staff to co-develop winter workshops and then lead a large group for the first time.</p> |
| <p>2. Establish a volunteer corps comprised of current tutors and learners to assist with volunteer recruitment at outreach events.</p> | <p>Ongoing: Staff continue to work with tutors to help build the confidence of their learners to talk to the public about the literacy program.</p> |
-

CHILDREN'S

- | | |
|---|---|
| <p>1. Launch monthly Science Squad program for ages 6 – 12 to address demand for science programming for older children.</p> | <p>Complete. Science Squad has launched as a successful program with full registration and attendance for the months of September, through December. In December, children learned about insulation and how animals keep warm during the winter through hands on experiments. This monthly program has been scheduled for the remainder of the school year with dates finalized for January, February, March and April.</p> |
| <p>2. Develop and implement multicultural programming for children of all ages to provide events that reflect diverse community cultures.</p> | <p>Ongoing. Multicultural programming continues to be incorporated into regular monthly programs, such as Books & Cooks, Quest for the Lost Stories and Arts & Crafts Zone. A Lunar New Year crafts storytime has been scheduled for February 17, and a Take and Make art kit will be available in celebration of Black History Month in February. Staff are looking into potentially broadening languages available for bilingual storytimes.</p> |

GOALS AND OBJECTIVES

PROGRESS

CHILDREN'S

3. Seek out new opportunities to partner with local organizations to provide in-library programs that reduce barriers to access for children and their families.

In progress. The Eastern Los Angeles Regional Center (ELARC) visits the Library monthly during Baby & Toddler Storytime to provide parents and families with information about resources for those with developmental disabilities. Local preschools have been contacted to participate in the Early Learning Resource Fair, which will take place on March 14.

Monterey Park Bruggemeyer Library Statistics 2025-2026

| | July | Aug | Sept | Oct | Nov | Dec | Jan | Feb | March | April | May | June | FY TOTAL |
|--|---------|---------|---------|---------|---------|---------|---------|--------|--------|--------|--------|--------|----------|
| NEW PATRONS | | | | | | | | | | | | | |
| Total New Patrons Registered | 404 | 360 | 477 | 409 | 248 | 239 | | | | | | | 2,137 |
| Student Success Cards Made | | | 28 | 34 | 10 | 0 | | | | | | | 72 |
| Library Card Renewal | 230 | 290 | 294 | 214 | 157 | 158 | | | | | | | 1,343 |
| CIRCULATION | | | | | | | | | | | | | |
| Total Public Service Hours | 208 | 194 | 200 | 216 | 176 | 167 | | | | | | | 1,161 |
| Library Visits | 20,799 | 20,190 | 21,662 | 21,151 | 17,290 | 15,701 | | | | | | | 116,793 |
| Total Circulation of Physical Materials | 16,291 | 14,568 | 16,855 | 16,688 | 15,274 | 14,591 | | | | | | | 94,267 |
| Circulation of Children's Materials | 11,824 | 10,800 | 12,665 | 12,667 | 11,672 | 11,228 | | | | | | | 70,856 |
| Circulation of Adult & YA Materials | 4,347 | 3,660 | 4,078 | 3,931 | 3,529 | 3,263 | | | | | | | 22,808 |
| Circulation of Non-English Materials | 741 | 667 | 741 | 727 | 584 | 497 | | | | | | | 3,957 |
| Overall eBook | 501 | 456 | 537 | 485 | 458 | 743 | 0 | 0 | 0 | 0 | 0 | 0 | 3,180 |
| <i>Palace Project Ebook</i> | | 5 | 3 | 0 | 0 | 0 | | | | | | | |
| <i>Overdrive Ebooks</i> | 501 | 451 | 534 | 485 | 458 | 743 | | | | | | | |
| Overall eMagazine (Pressreader) | 6 | 3 | 5 | 0 | 23 | 15 | | | | | | | 52 |
| Overall eAudio | 284 | 279 | 254 | 267 | 232 | 265 | 0 | 0 | 0 | 0 | 0 | 0 | 1,581 |
| <i>Palace Project E Audio</i> | | 4 | 6 | 9 | 4 | 12 | | | | | | | |
| <i>Overdrive E Audio</i> | 284 | 275 | 248 | 258 | 228 | 253 | | | | | | | |
| Overall eVideo (Kanopy) | 318 | 250 | 185 | 253 | 274 | 417 | | | | | | | 1,697 |
| Patron amount saved by borrowing instead of purchasing, in dollars | 167,297 | 141,361 | 154,767 | 145,762 | 128,374 | 128,542 | | | | | | | 866,102 |
| ILL loans to other | 2 | 3 | 2 | 2 | 2 | 0 | | | | | | | 11 |
| ILL loans received | 0 | 1 | 2 | 1 | 2 | 0 | | | | | | | 6 |
| PREVIOUS YEAR CIRCULATION | | | | | | | | | | | | | |
| Library Visits (2024-25) | 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 Circulations (2024-25) | 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 |

| | July | Aug | Sept | Oct | Nov | Dec | Jan | Feb | March | April | May | June | FY TOTAL |
|---|---------|---------|---------|--------|--------|--------|-----|-----|-------|-------|-----|------|----------|
| COLLECTION TOTALS | | | | | | | | | | | | | |
| Adult volumes added | 363 | 160 | 150 | 126 | 120 | 138 | | | | | | | 1,057 |
| Children's volumes added | 168 | 251 | 41 | 46 | 91 | 178 | | | | | | | 775 |
| Items Deleted | 1,566 | 723 | 1,373 | 1,222 | 1,223 | 996 | | | | | | | 1,832 |
| Total Vols in Collection | 102,168 | 101,875 | 100,824 | 99,842 | 98,813 | 98,037 | | | | | | | N/A |
| Uses of Public Internet Computers | 2,472 | 2,366 | 2,241 | 2,243 | 1,911 | 1,801 | | | | | | | 13,034 |
| Visits to the library website | 8,335 | 6,189 | 6,015 | 6,251 | 5,153 | 4,967 | | | | | | | 36,910 |
| # of Wireless Sessions | 9,097 | 10,036 | 10,815 | 10,472 | 7,503 | 7,648 | | | | | | | 55,571 |
| GENERAL INTEREST | | | | | | | | | | | | | |
| Total # of General Interest Programs | | | | | 1 | | | | | | | | 1 |
| In-Person, Onsite | | | 1 | | 1 | | | | | | | | 2 |
| In-Person, Offsite | | | | | | | | | | | | | 0 |
| Total # of General Interest Attendance | | | 125 | | 67 | | | | | | | | 192 |
| In-Person, Onsite | | | 125 | | 67 | | | | | | | | 192 |
| In-Person, Offsite | | | | | | | | | | | | | 0 |
| Outreach Events | | 1 | | | | | | | | | | | 1 |
| Outreach Events- Attendance | | 100 | | | | | | | | | | | 100 |
| Self-Directed Activities - Number of Programs | | | | | | | | | | | | | 0 |
| Self-Directed Activities - Attendance | | | | | | | | | | | | | 0 |
| | July | Aug | Sept | Oct | Nov | Dec | Jan | Feb | March | April | May | June | FY TOTAL |
| ADULT | | | | | | | | | | | | | |
| Adult Reference Questions | 259 | 266 | 293 | 289 | 169 | 184 | | | | | | | 1,460 |

| | | | | | | | | | | | | | |
|--|-------------|------------|-------------|------------|------------|------------|------------|------------|--------------|--------------|------------|-------------|-----------------|
| Number of Technology Reference Questions | 229 | 223 | 200 | 278 | 191 | 248 | | | | | | | 1,369 |
| Gabbie Text Questions | 1 | 2 | 1 | 6 | 3 | 2 | | | | | | | 15 |
| Total # of Adult Programs | 8 | 3 | 6 | 15 | 4 | 5 | | | | | | | 41 |
| In-Person, Onsite | 7 | 3 | 8 | 15 | 4 | 5 | | | | | | | 42 |
| In-Person, Offsite | 0 | 0 | 0 | 0 | 0 | 0 | | | | | | | 0 |
| Total Adult Program Attendance | 233 | 32 | 133 | 173 | 81 | 40 | | | | | | | 692 |
| In-Person, Onsite | 237 | 32 | 133 | 173 | 81 | 40 | | | | | | | 696 |
| In-Person, Offsite | 0 | 0 | 0 | 0 | 0 | 0 | | | | | | | 0 |
| Outreach Events | 1 | 0 | 0 | 0 | 0 | 0 | | | | | | | 1 |
| Outreach Events- Attendance | 4 | 0 | 0 | 0 | 0 | 0 | | | | | | | 4 |
| Self-Directed Activities - Number of Programs | 0 | 0 | 0 | 0 | 0 | 0 | | | | | | | 0 |
| Self-Directed Activities - Attendance | 0 | 0 | 0 | 0 | 0 | 0 | | | | | | | 0 |
| YA (Young Adult) | | | | | | | | | | | | | |
| Total # of Young Adult Programs | 6 | 4 | 8 | 7 | 5 | 3 | | | | | | | 33 |
| In-Person, Onsite | 5 | 4 | 7 | 7 | 5 | 3 | | | | | | | 31 |
| In-Person, Offsite | 1 | 0 | 1 | 0 | 0 | 0 | | | | | | | 2 |
| Total Young Adult Program Attendance | 90 | 77 | 157 | 99 | 64 | 47 | | | | | | | 534 |
| In-Person, Onsite | 77 | 77 | 157 | 99 | 64 | 47 | | | | | | | 521 |
| In-Person, Offsite | 13 | 0 | 12 | 0 | 0 | 0 | | | | | | | 25 |
| Self-Directed Activities - Number of Programs | 0 | 0 | 0 | 0 | 0 | 0 | | | | | | | 0 |
| Self-Directed Activities - Attendance | 0 | 0 | 0 | 0 | 0 | 0 | | | | | | | 0 |
| | July | Aug | Sept | Oct | Nov | Dec | Jan | Feb | March | April | May | June | FY TOTAL |
| LAMP | | | | | | | | | | | | | |
| LAMP Questions | 925 | 1,475 | 823 | 899 | 502 | 68 | | | | | | | 4,692 |
| ESL/Citizenship/Workshops (No 1-1) - Total Number | 67 | 83 | 92 | 92 | 60 | 50 | | | | | | | 444 |
| In-person, Onsite | 67 | 83 | 92 | 92 | 60 | 50 | | | | | | | 444 |
| In-person, Offsite | 0 | 0 | 0 | 0 | 0 | 0 | | | | | | | 0 |

| | | | | | | | | | | | | | |
|--|-------------|------------|-------------|------------|------------|------------|------------|------------|--------------|--------------|------------|-------------|-----------------|
| Live, Virtual | 0 | 0 | 0 | 0 | 0 | 0 | | | | | | | 0 |
| ESL/Citizenship/Workshops (No 1-1) Total Attendance | 529 | 896 | 997 | 997 | 561 | 474 | | | | | | | 4,454 |
| In-person, Onsite | 529 | 896 | 997 | 997 | 561 | 474 | | | | | | | 4,454 |
| In-person, Offsite | 0 | 0 | 0 | 0 | 0 | 0 | | | | | | | 0 |
| Live, Virtual | 0 | 0 | 0 | 0 | 0 | 0 | | | | | | | 0 |
| Self-Directed Activities | 0 | 0 | 0 | 0 | 0 | 0 | | | | | | | 0 |
| Passport Services | | | | | | | | | | | | | |
| Of the above programs, how many were offsite? | 0 | 0 | 0 | 0 | 0 | 0 | | | | | | | 0 |
| Attendance at offsite programs | 0 | 0 | 0 | 0 | 0 | 0 | | | | | | | 0 |
| CHILDREN'S | | | | | | | | | | | | | |
| Children's Reference Questions | 280 | 318 | 353 | 364 | 308 | 317 | | | | | | | 1,940 |
| Children's Tech Reference Questions | 58 | 58 | 62 | 71 | 27 | 27 | | | | | | | 303 |
| Total # of Children's Programs (0-5 years) | 31 | 12 | 26 | 29 | 27 | 21 | | | | | | | 146 |
| In-Person, Onsite | 30 | 11 | 26 | 28 | 27 | 20 | | | | | | | 142 |
| In-Person, Offsite | 1 | 1 | 0 | 2 | 0 | 1 | | | | | | | 5 |
| | July | Aug | Sept | Oct | Nov | Dec | Jan | Feb | March | April | May | June | FY TOTAL |
| Total Children's Program Attendance (0-5 years) | 1606 | 516 | 1,297 | 2,771 | 2,001 | 837 | | | | | | | 9,028 |
| In-Person, Onsite | 1488 | 501 | 1,297 | 1,221 | 2,001 | 818 | | | | | | | 7,326 |
| In-Person, Offsite | 108 | 15 | 0 | 1,550 | 0 | 19 | | | | | | | 1,692 |
| Total # of Children's Programs (6-11 years) | 16 | 4 | 14 | 15 | 8 | 9 | | | | | | | 66 |
| In-Person, Onsite | 13 | 4 | 13 | 14 | 8 | 9 | | | | | | | 61 |
| In-Person, Offsite | 3 | 0 | 1 | 1 | 0 | 0 | | | | | | | 5 |
| Total Children's Program Attendance (6-11 years) | 727 | 70 | 381 | 672 | 257 | 329 | | | | | | | 2,436 |

| | | | | | | | | | | | | | |
|--|-----|-----|-----|-----|-----|-----|--|--|--|--|--|--|-------|
| In-Person, Onsite | 359 | 70 | 319 | 310 | 257 | 329 | | | | | | | 1,644 |
| In-Person, Offsite | 368 | 0 | 62 | 362 | 0 | 0 | | | | | | | 792 |
| Self-Directed Activities - Number of Programs | 1 | 1 | 2 | 2 | 2 | 1 | | | | | | | 9 |
| Self-Directed Activities - Attendance | 625 | 281 | 450 | 461 | 330 | 265 | | | | | | | 2,412 |



Library Board of Trustees Staff Report

Date: January 20, 2026

Agenda Item Number: 11.A.

To: Library Board of Trustees
From: Kristin Olivarez, City Librarian
Subject: February 2026 Meeting

Recommendation:

It is recommended that the Board consider:

1. Rescheduling the regular meeting currently scheduled for February 17, 2026; and
2. Taking such additional, related, action that may be desirable.

Executive Summary:

The next regular meeting of the Library Board of Trustees is currently scheduled for Tuesday, February 17, 2026. This is also the date of the official start of Lunar New Year.

Background:

N/A

Fiscal Impact:

N/A

Attachments:

None