



## AGENDA REPORT

**Meeting Date:** October 18, 2016  
**Item Number:** E-1  
**To:** Honorable Beverly Hills Library Board of Trustees  
**From:** Karen Buth and Marilyn Taniguchi, Library Services Managers  
**Subject:** ANNUAL REPORT TO THE BEVERLY HILLS LIBRARY BOARD OF TRUSTEES  
**Attachments:** None

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### **RECOMMENDATION**

It is recommended that the City Council, acting as the Beverly Hills Library Board of Trustees, accepts the report as presented by the Library staff.

### **INTRODUCTION**

City Ordinance No. 07-0-2537 established that the City Council would serve as the Board of Trustees for the Beverly Hills Public Library. This designation is a legal requirement of the State Education Code. Under this arrangement, the City Council is convened as the Beverly Hills Library Board of Trustees at least once per year to review the state of the library for the year ending the preceding June 30<sup>th</sup>. This report and the accompanying presentation recaps the activities of the library from the last fiscal year 2015-2016 and discusses upcoming library initiatives and programs for fiscal year 2016-2017.

### **DISCUSSION**

The State of California Education Code requires that every general law city have a library board. On November 13, 2007, the Council adopted an ordinance which formally established the City Council as the Library Board of Trustees for Beverly Hills. Under the provisions of this ordinance, the City Council is required to meet at least once per year to review the status of the library for the previous fiscal year. This report and the accompanying presentation will briefly provide that update as well as review some of the established goals for the current fiscal year.

For fiscal year 2015-16:

### **Usage**

- People entered the Library 757,488 times, a slight decrease from last fiscal year.
- Checked out and renewed 575,820 books, movies and CDs. A slight drop from last fiscal year.\*
- Checked out over 10,000 e-books, e-audiobooks and downloadable movies which represents a slight increase.
- 78% of check ins, checkouts and holds initiated by patrons using self-check, automated materials handling service and web site. Continues to climb moderately.
- Held 469 programs for 21,364 children.
- Processed 7,949 passports, generating \$242,590. The number of processed passports has stabilized. We have reached the maximum number of appointments available for the current space.
  
- **Programming, Services & Collaborations**
- Offered very successful Children, Tween, Teen and Adult Summer Reading Clubs.
- Partnered with Fire and Police Departments and Recreation division to celebrate National Night Out by offering stories, puppet shows and sing-alongs. Also participated in the City's Annual Earth Day event, Woofstock, and Community Services Showcase.
- Partnered with the Women's Club to offer a display recognizing their centennial.
- Continued to work with School District to integrate Library Summer Reading Club with the School District's Summer Reading Medalist program. Children's librarians continued regular programming at City preschools, summer camps and the Farmer's Market. Librarians provided new summer programming at Roxbury Park Teen Scene.
- Held the seventh annual Food for Fines program. Collected hundreds of canned goods for the Westside Food Bank.
- Partnered throughout the year with Homeless Collaboration and the CLASP team to help manage homeless and/or mentally ill patrons who use the Library.
- Increased book collection at Roxbury Book Nook library and expanded hours of operation. Added monthly story times for families at Roxbury Community Center.
- Substantially reduced and updated the print reference collection.
- Partnered with the Wallis on programming.
- Increased the number of tutors and students in the Literacy program.
- Partnered with the Cable Department to create a video about the literacy program and to recruit new tutors.
- Offered a presentation on the Library's resources for students to the BHUSD's New Teachers/Mentor's group.

### **SMART Initiatives**

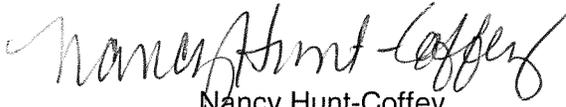
- Implemented Collection HQ to assist with re-engineering our collections to better meet the needs of library users
- Expanded e-book, e-audiobook and online database offerings.
- Began scanning substantial portion of Library's historical collection.
- Installed new screen, projector and modernized access to this equipment for presenters in the Library auditorium.

The following are the goals for the Fiscal Year 16-17:

- Open a second passport desk to cover evenings and weekends when appointments are most needed.
- Partner with the rangers to offer displays honoring their military service.
- Finalize plans to revitalize Library's Grand Reading Room.
- Finalize plans for modest renovation to the Auditorium, including upgrade to the audio system.
- Build up family programming.
- Build up mid-range programming for children and teens that will draw a broad base of children, including reluctant readers, such as Minecraft Mondays.
- Seek collaborations with other organizations to offer programs for parents.
- Continue scanning of Library's Local History Collection.
- Continue to increase the number of students and tutors in the literacy program.
- Upgrade the library operating system to provide for streamlined workflows.

**FISCAL IMPACT**

None.



Nancy Hunt-Coffey

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Approved By