



JACKSON COUNTY LIBRARY DISTRICT (JCLD)  
**BOARD OF DIRECTORS REGULAR MEETING**  
Medford Branch Library  
Large Meeting Room, and virtually via Zoom  
205 S Central Ave, Medford, OR  
March 16, 2022, 4:00 p.m.

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## MINUTES

### ATTENDEES

Present at the meeting were: Board Members Eric Dziura (President), Jill Turner (Vice President), Susan Kiefer, Viki Brown and Kim Young.

Additional attendees: Kari May (Library Director), Claudine Taillac (Assistant Director, Public Services), Kelda Vath (Assistant Director, Support Services) Brynn Fogerty (HR Manager), Ginny Auer (Foundation Executive Director), Brittany Brite (Finance Manager), Ryan Bradley (Marketing Coordinator), Elanna Erhardt (Branch Manager, Central Point), Jacquelyn Bunick (Legal Counsel), Kristin Anderson (Bear Creek Area and Ashland Branch Manager) Crystal Zastera (Facilities & Operations Manager), Loren Clupny (Staff Development Coordinator), Laurin Arnold (Central Area and Medford Branch Manager), Ashley Johnson (Technical Services Supervisor), Parvaneh Scoggin (Manager of Technology and Innovation, and Val Nowak (Executive Assistant)

Guests: Charlene Prinson, Rob Schlapfer, Pat Gordon, Jan Wright (Archivist, Southern Oregon Historical Society), Doug McGear (President, SOHS)

### CALL TO ORDER/ROLL CALL

President Dziura called the meeting to order at 4:00 p.m. Roll call was taken.

### INTRODUCTIONS / PROCLAMATIONS

President Dziura read a proclamation declaring the first week of April National Library Week 2022.

### APPROVAL OF AGENDA

**MOTION:** President Dziura proposed an amendment to the agenda, moving the strategic plan presentation earlier in the agenda to accommodate the presenter's schedule, and to table the TURA discussion. Director Young seconded the motion, and the motion was approved unanimously.

### CONSENT AGENDA

**MOTION:** Director Brown moved to accept the consent agenda, Director Young seconded. Motion was approved unanimously.

### ORAL REQUESTS AND COMMUNICATIONS FROM AUDIENCE

Charlene Prinson, Medford, thanked the Board for holding the meeting in person and suggested changes to the JCLS website, especially regarding the Library District page, and also shared a request from another community member to make the financial reports available on the site as well. She thanked the board for the consideration.

Pat Gordon, Jacksonville, a longtime librarian and patron, shared a statement about reading and the Library's role in our nation's education and institutions. Gordon shared concerns regarding the Strategic Plan goals for increasing digital content without the support of education regarding screen reading and its effect on community development. She advocated for increasing awareness for the challenges regarding digital literacy.

Rob Schlapfer, a resident representing FAIR Oregon, shared concerns regarding viewpoint diversity and the political divide in the community. He advocated for educating staff on political polarization and to take these

matters into consideration when moving forward with the Strategic Plan. Schlapfer feels that the District has become too politicized and shared particular concerns regarding JCLD's Land Acknowledgement Statement. He believes that the statement is too political, particularly the phrase "We encourage you to learn about the land you reside on and to join us in advocating for the inherent sovereignty of Indigenous people." He ended his comment with an appreciation for the Strategic Planning process.

## **REPORTS**

### **Library Director's Report**

Director May shared highlights from the Director's Report, including a recap of the Rogue Reads program, public service programs, and progress regarding the financial audit. President Dziura extended his gratitude to all of the Friends organizations and library staff for their support.

### **Jackson County Library Foundation Report**

Director Auer shared an overview from the Foundation Report, and highlighted the progress they have made towards meeting their goals.

### **SOHS Quarterly Report**

Archivist Jan Wright and Board President Doug McGeary shared highlights from the Southern Oregon Historical Society Quarterly Report. Wright shared some of the larger projects she is undertaking in her position, such as updating the Index and providing more metadata for archival materials. McGeary then highlighted SOHS's new website, and emphasized how prominently JCLS's partnership is displayed. He shared progress on their anticipated remodel, as well as their action plan and goals.

## **UNFINISHED BUSINESS**

### **Strategic Plan Presentation**

Stu Wilson from Library Strategies shared a presentation regarding the proposed Strategic Plan that Library Strategies has drafted for 2022-2026. He shared primary findings from the information gathered, and explained identified goals that would help JCLS best address community needs.

A general discussion on the presentation followed, and primarily consisted of identifying how goals may be measured, challenges that are particular to Jackson County, and an overview of the next steps in the planning process. Legarza detailed areas that would result in the greatest community impact, namely emphasizing services to underserved populations. Various possible analysis points were explored, both within JCLD and in the larger community that may be used to measure success. After approving the proposed strategic plan, staff will develop implementation plans in collaboration with Library Strategies. A 5-year work plan will be drafted by staff, and Director May agreed to share the implementation plan with the Board once it has been finalized. Wilson suggested that the work plan and goals be reviewed annually.

**MOTION: Director Young moved that the plan be approved as proposed, and requested that the Board be kept informed regarding the process. Director Kiefer seconded, and the motion was approved unanimously.**

The Board and Director May extended their appreciation to Library Strategies for all of their hard work.

### **Pandemic Response**

Director May shared an update regarding the continuing response to COVID-19. The Oregon Mask Mandate has been lifted, and masks are no longer required for patron use in the library, though staff continue to mask until March 26.

## **NEW BUSINESS**

### **Erate WiFi Proposal**

Parvaneh Scroggin and Brittany Brite shared an overview regarding the proposed contract for expanded wireless access at all library branches, increasing both range and accessibility. President Dziura extended gratitude for the E-Rate program for their assistance in funding.

**MOTION: Director Kiefer moved to approve entering into a contract with Hunter Communications to upgrade wireless access points and expand WiFi services, Young seconding. Motion approved unanimously.**

#### **HRIS Contract Proposal**

HR Manager Brynn Fogerty shared an overview regarding the proposed contract for People Strategies HRIS Software, and requested that the Board authorize Director May to sign the contract.

**MOTION: Vice President Turner moved to approve entering into a contract with PeopleStrategies, Director Kiefer seconded. Motion was approved unanimously.**

#### **Ashland HVAC Project**

Kelda Vath and Ryan DeSautel provided an update to the Ashland HVAC project, and requested that the Board pre-authorize potential Ashland Library closures as are deemed necessary.

The Board then discussed the timeline of the project, and DeSautel shared information regarding the details of the system. They stressed that JCLD will do everything possible to minimize the effects of the construction on access to patron services. A more detailed plan will be shared with the Board once a contractor has been approved.

**MOTION: Vice President Turner moved to approve the closure of the Ashland Library as needed, Director Brown seconded. The motion was approved unanimously.**

#### **Medford Carpet Replacement Project**

DeSautel and Vath shared an overview of the project and provided a progress update. They requested that the Board pre-authorize potential Medford Library Closures as are deemed necessary to accommodate re-carpeting of the first floor.

**Motion: Vice President Turner moved to approve the closure of the Medford Library as needed, Director Young seconded. The motion was approved unanimously.**

#### **COMMITTEE AND BOARD MEMBER REPORTS**

None.

#### **EXECUTIVE SESSION**

The Board entered into Executive Session pursuant to ORS 192.660 (2)(3) at 6:11 p.m., and rejoined the public meeting session at 6:56 p.m. The consensus reached during the session was to have the Facilities Committee further investigate the procurement of an additional building for the Jackson County Library District.

#### **ADJOURN**

President Dziura adjourned the meeting at 6:58 p.m.

/s/ Val Nowak

Recording Secretary