



MINUTES

ATTENDEES

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

Additional attendees: Kari May (Library Director), Kelda Vath (Assistant Director, Support Services), Brynn Fogerty (HR Manager), Ginny Auer (Foundation Executive Director), Brittany Brite (Finance Manager), Jacquelyn Bunick (Legal Counsel), and Val Nowak (Executive Assistant)

Guests: Masyn Phoenix (Branch Manager), Haylie Courtney (Social Worker)

CALL TO ORDER/ROLL CALL

President Dziura called the meeting to order at 4:00 p.m. Roll call was taken, and the Land Acknowledgement read.

INTRODUCTIONS / PROCLAMATIONS

Director Dziura introduced Director Marissa Barrientos Shepherd, who was inducted after being appointed at the Special Board meeting on February 1, 2023.

CONSENT AGENDA

MOTION: Director Kiefer moved to approve the agenda as presented. Director Dziura seconded, and the motion was approved by unanimous vote. All items on the consent agenda were approved unanimously.

ORAL REQUESTS AND COMMUNICATIONS FROM AUDIENCE

Representatives from the Southern Oregon Zine Society presented information on their upcoming program in May and commented that they would like to collaborate with JCLS to integrate a zine collection within the library.

REPORTS

Library Director's Report

Library Director May introduced Branch Manager Masyn Phoenix, who presented a brief overview of the ALA Library Bill of Rights, which was also presented to JCLS staff at their January training meeting. May then presented highlights from the Director's Report, including updates to the Ashland HVAC project closures. She then announced that the Talent Urban Renewal Project had declared that they would freeze the tax date as of January 2023, rather than 2022, and gave an overview of the newly released plan. She highlighted some of the Rogue Reads programming from the past month and noted that a future meeting would include a more fulsome report on the 2023 programming.

Director Brown asked if the the Big Ideas programming had been recorded. May noted that it had not been. Brown also commented favorably on the wireless upgrades, and asked how the USPs were connected in the branches. May replied that they are connected to the infrastructure and will ensure connectivity is not lost in the case of a power outage. Brown then asked if further locations were planned for the book lockers, and May reported that the current locations were chosen based on centrality and convenience for rural areas, and that once they had been installed, further locations could be explored. She clarified that patrons from any branch could utilize the locker at

any location.

Director Dziura reported that he had shared some of the January successes at the RVCOG meeting. He extended his appreciation to JCLS staff for all of their hard work. He also publicly thanked Kelly Appliances for their donation of a refrigerator for the Freedged project, and the JCLS volunteers for their efforts and support.

UNFINISHED BUSINESS

Board Policy Packet

Director Dziura noted the minor changes that had been made to the document since the past meeting. Director Kiefer asked if non-board members can be appointed to the committees listed in the handbook, and whether such language should be added. Director May noted that the language is ambiguous at present but could be clarified to allow such members.

Motion: Director Dziura moved to accept the board policy packet with the recommended change to committee membership. Director Kiefer seconded, and the motion was approved by unanimous vote.

NEW BUSINESS

Program Policy

Director Barrientos Shepherd asked for clarification of the language regarding religious or commercial programs. May replied that the language was intended to ensure that that JCLS did not hold for-profit programs, or to host a religious service.

Kiefer asked if language should be added regarding Friends-funded programming, and how to ensure programs are distributed equitably across the system. Director May noted that program funding is considered in the annual budget, and that as it falls under a financial lens, her concerns might be better answered in financial policy.

Motion: Director Kiefer moved to approve the Program Policy as presented. Director Young seconded, and the motion was approved by unanimous vote.

Security at Medford Library

Director May briefed the Board on the memo that had been distributed and noted that there has been an increase in incidents and concerns about security and safety across the system. A survey has been distributed to staff, and results will be shared at a later meeting.

Director Brown noted that the Friends of the Library Forum had discussed the issue at their last meeting and said that the Medford Friends had recently adopted security measures to address safety concerns by their volunteers. She then shared concerns regarding the liability of meeting rooms being available during hours at which the branches are not staffed.

Director Kiefer asked what reservation types are leading to unauthorized use. Most incidents of unauthorized use occurred when the room was reserved on the same day, and for reasons not strictly in accordance with library policy. She reported that Social Worker Haylie Courtney and Resource Specialists have spoken to those gathered at the entrances about maintaining a cleaner environment for all library patrons, which has so far been received positively. May said the Rules of Conduct Policy applies indoors and outdoors on library property. May noted that staff have been enforcing the meeting room reservation policy, and incidents have decreased. Director Young asked regarding long-term planning for agreements with patrons to utilize spaces correctly and asked if Courtney needed additional staffing or support.

May noted that security is being discussed for additional support where needed. May and Dziura will have a discussion with representatives from the City of Medford to discuss downtown safety and the impact of area homelessness on library services and vice versa.

Dziura asked if there was any indication as to why the number of incidents and houseless individuals increased so dramatically. Courtney responded that there are a variety of local community factors, from a lack of available jobs and affordable housing, to the continued effects of the pandemic and Alameda fires, to the recent weather, may have increased volatility. She commented that identifying patterns is a goal. Young extended appreciation and thanked the social services team for their work to assist patrons and connect them with resources.

Brown asked if other patrons view the libraries as contributing to the issues of houselessness in the area. May acknowledged that the reputation of the library has received comments, and they are trying to address the issues. Director Kiefer mentioned NextDoor, and noted that there were complaints posted on the page, and that a member of library staff had responded in a way that was helpful and courteous.

May and Courtney noted that strictly following the protocol of only allowing meeting room bookings to be made four days in advance had cut down on abuse of meeting rooms after hours. In response to a request for information regarding why so many houseless patrons seek services at the library, Courtney described how in addition to providing access to computers, wi-fi, and reading material, JCLS fulfills many roles of a day shelter or walk-in resource center in the absence of such a facility in Jackson County. Courtney reported other libraries have asked about our morning hours program. Dziura suggested the possibility of a temporary ad hoc committee to further address the issue if needed.

Finance Committee Membership

Director Barrientos Shepherd volunteered to fill the Finance and Statistics Committee vacancy. Director Brown responded that she would be willing to step down as interim member.

Motion: Director Dziura moved that Barrientos Shepherd be appointed to the Finance and Statistics Committee. Director Young seconded, and the motion was approved unanimously.

COMMITTEE AND BOARD MEMBER REPORTS

Relationship Committee – Director Kiefer directed the Board to the minutes presented in the board packet. Kiefer reported that the joint board social that had been cancelled due to weather and illness would be rescheduled sometime in the spring.

FUTURE MEETINGS/EVENTS/OBSERVANCES

ADJOURN

President Dziura adjourned the meeting at 5:20 p.m.

/s/ Val Nowak
Recording Secretary