



JACKSON COUNTY LIBRARY DISTRICT (JCLD)  
**BOARD OF DIRECTORS SPECIAL MEETING**  
Medford Branch Library  
Board Conference Room  
205 S Central Ave, Medford, OR  
March 29, 2023, 5:30 p.m.

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## 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), Joan Vigil (Assistant Director, Public Services), Brynn Fogerty (HR Manager), Brittany Brite (Finance Manager), Riley (Legal Counsel), and Val Nowak (Executive Assistant)

### CALL TO ORDER/ROLL CALL

President Dziura called the meeting to order at 5:30 p.m. Roll call was taken.

### NEW BUSINESS

#### Revocation of JCLS COVID Policy

HR Manager Brynn Fogerty provided an overview of the current JCLS COVID-19 policy and procedures. The State of Oregon is sunsetting their COVID protocols as of April 3, 2023, and Fogerty recommended revoking the JCLS COVID Policy and Procedures concurrent with that date. If positive COVID-19 cases occur, JCLS will continue to adhere to CDC guidelines. While the symptom check stations will remain in all 15-branches, the sign-in sheets will be discontinued. Weekly testing of non-vaccinated staff members that were exempted in at the inception of this policy will discontinue. The JCLS Pandemic Guide will be discontinued and archived. Staff may choose to continue to wear face masks if they want to.

**MOTION:** Director Young moved to revoke the JCLS COVID-19 policy, to take effect on April 3, 2023. Director Kiefer seconded, and the motion was approved unanimously.

#### HR Answers Evaluation Proposal

On behalf of the Executive Committee, Director Dziura gave an overview of the proposed Director's evaluation process from HR Answers and recommended that the Board accept the proposal. Director Kiefer asked if the comparable points for the salary study would be known. Director Dziura replied that it was his understanding that they would be, but that he would ask and confirm. Director Young thanked the committee for their work in reviewing the proposal and preparing it for the meeting. Director Shepherd voiced her opposition to having the gathered comments be summarized rather than having access to the raw data for the 360 review.

**MOTION:** Director Young moved to accept the proposal as presented. Director Brown seconded the motion. With Director Shepherd voting opposed, and Directors Brown, Kiefer, Young, and Dziura voting in favor, the motion was approved by majority vote.

### ADJOURN

President Dziura adjourned the meeting at 5:48 p.m.

/s/ Val Nowak  
Recording Secretary