



## Director's Report

### February 2023

### ***Special Highlights***

Area Manager Carrie Turney Ross's son Seamus, born in January, was one of the first Jackson County recipients of a free book through the Dolly Parton Imagination Library. The program launched on January 4, and in the first two months, 2,000 of the approximately 11,000 children aged 0-5 in Jackson County have registered to receive a free book every month.

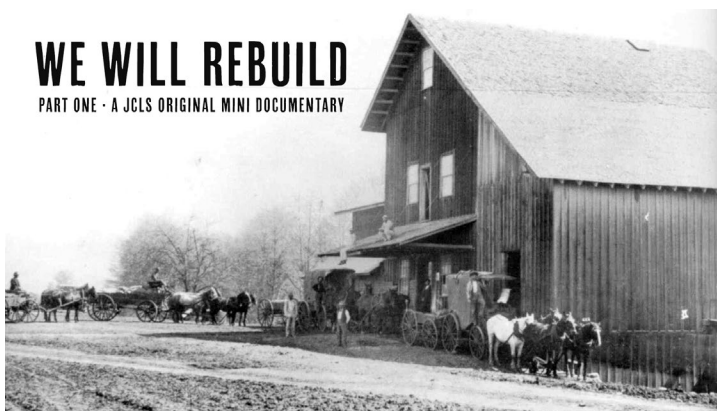
Library Director Kari May was inducted into the Medford Rogue Rotary Club in March. After the meeting, one of the Rotarians brought his son, Micah, over.

When Micah learned that May was the head of the libraries, he wanted to have his picture taken with her.



### ***Marketing***

In March the Marketing department began executing a robust plan to promote the new expanded hours. This campaign includes a Direct Mail postcard to the Upper Rogue area, a ValPak ad, a Facebook ad, and two ads in the Rogue Valley Times (including a 10" one on the weather page). The Marketing Department has been posting highlights/notifications on the website and printed flyers, as well as supporting the ribbon-cutting ceremonies at branches.



On March 29, the department released part one of its latest original documentary "[We Will Rebuild](#)." The film focuses on a comprehensive history of the Butte Creek Mill's history, destruction, and successful community-led rebuild efforts, and is the department's most in-depth documentary project to date. When sent a preview of the video, former Butte Creek Mill owner Bob Russell said, "I am still so blown away that I don't have the words to describe how happy I am about your beautiful Butte Creek Mill

video presentation. This will live on long after I'm gone and tell the important story about the Mill and our heritage. Thanks again." Part 2 of the film will be released soon.

#### **Press Releases:**

Big Ideas Discussion Series: <http://bit.ly/3GkwOYL>

April Windows in Time: <https://bit.ly/3KyWbzq>

Día de los Niños: <http://bit.ly/3md1fzW>

### ***Public Services***

#### **Bear Creek**

After a two-day closure, the Ashland Branch reopened on March 29 with front door service. During closure, staff worked to reconfigure the public space, participated in team building, and received a presentation from Options for Helping Residents of Ashland (OHRA). OHRA is a local organization dedicated to helping people in housing, financial, or other crises find a path to stability. The HVAC project is going smoothly, and patrons are adjusting well to the new service offering.

Children's specialist Cody Walburn offered a Magnet Day as part of the S.O. Fun Club for kids 6-11 years old. Walburn set up several experiments involving electromagnets and working with magnetic fields. Participants played a few magnet games and then engaged in self-guided exploration of magnetism.

March marks the one-year anniversary of the community pantry in Ashland. The Ashland Teen Leadership Club has kept the pantry stocked on a regular basis since the group started early last summer. The Resource Specialist Team has also been valuable in keeping an eye on the pantry supply level and helping with keeping the pantry stocked and clean. It has been a huge success, and patrons have been very grateful for this resource. On the inside of the pantry is a place where patrons can leave comments and suggestions. One recent message read: "We love all of you! Xoxoxo thank you for stocking supplies! "

On Saturday, March 4th, Librarian Ken Loders welcomed Rachel Trejo Monroe from OHRA to the Ashland library for this month's Community Table.

Phoenix Branch Manager Jody Fleming promoted the services of JCLS at the Talent Historical Society when she presented "The Life of Olive Oatman" on Tuesday, March 6th. Fleming received many compliments regarding the local history presentation and will be giving the same talk at the Talent branch in June.

The Talent library recently added two new rugs and cloud couches that really brightened up the children's area. Youth Services Coordinator Brystan Strong arranged to receive the furnishings through the Every Child Ready to Read Grant. Many patrons have commented on how nice they are. Branch Manager Patrick Mathewes was especially charmed by one youngster's reaction: he impatiently led his mom and older sister into the library, and as he rounded the corner into the children's section, he came to a complete stop and said, "They've got new stuff!"





## Central Area

Medford's Windows in Time program, a partnership with Southern Oregon Historic Society, had a great turnout, both in person and via Zoom. Using Angus Bowmer's diary from 1930 to the 1970's, presenter Amy Richard related significant moments of the Oregon Shakespeare Festival's to audience members. These included the building of multiple stages and theaters, the creation of the festival in the city of Ashland, and the boxing matches that occurred before the plays. The presentation inspired reminiscing from audience members. One recalled watching plays over the fence, and another mentioned Bob Stedman, an English teacher at Medford High School who introduced the attendee to OSF and plays.

In Central Point, the In-N-Out Cover to Cover Reading Program has been very popular with our patrons. Staff have handed out over 100 reading logs and have had 39 redemptions so far, which means that 195 books have been read by children ages 4-12. The program ends on April 15.

Library Associate Noel O'Brien continues to delight patrons with her creative and whimsical book displays, which featured both Dr. Seuss and Women's History Month in March. Gold Hill also hosted a special storytime to celebrate Dr. Seuss' birthday, followed by a Seuss-themed craft.



## Lower Rogue

In Jacksonville, the McKee Bridge Historical Society displayed its vintage photographs, some dating as far back as 1871. The photos focus on social events in the Applegate area over the years, including a social dance (tickets to the dance cost \$2, and included supper and horse feed) and a salmon celebration in 2005.

Storytime in Rogue River continues to attract a great group of kids and their parents/guardians. On average, fifteen kids and adults attend the program, which includes songs, rhymes, stories and a related art project.

## Upper Rogue

Most of the month has been dedicated to preparing Butte Falls and Prospect for expanded hours and training of new staff. This has included weeding, shelf reading, documenting processes, and double-checking supply levels. The new team offers a lot of opportunity to the Butte Falls branch, but their transition to working solely at Prospect will be bittersweet, as they have grown very fond of the Butte Falls patrons.

After a snow-heavy Spring, everyone in Prospect is eager to embrace the Spring theme "Read Outside." Staff prepared a display highlighting titles that will help young readers literally read the outdoors better, including guides to constellations, animal identification guides, and tree identification books.



Four local woodworkers have filled the Eagle Point display case with their amazing creations. Items range from bowls and vases to toolboxes and pens. This display will be up through the end of April.



A new play tunnel provided by outreach has meant that storytimes have been extra fun in Shady Cove lately. The kids loved climbing through it and the new perspective it provides.

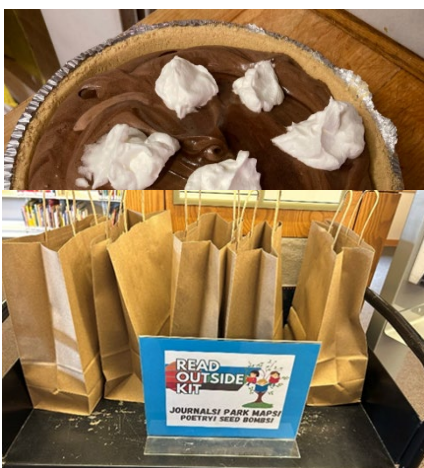
White City Library Associates Vanessa White and Milagros Morales are helping patrons step into Spring (even though the weather seems to be trying to keep us in Winter) with a lovely Spring Window painting. They also created lovely star and moon garlands on the opposite windows to create a galaxy reading nook.

### **Outreach and Programming**

#### **Children's Services**

The Make Your Own Seed Bomb program at the Talent branch drew a small but enthusiastic crowd. Five patrons enjoyed the textures of creating seed bombs from scratch. Associate Erica Rishe-Baird led the program, saying, "At first, everyone concentrated on making their seed bombs, but as they grew confident, they began to interact more as a group. We set the tables up in a circle to promote this, and it worked!"

On National Pi Day, a multi-departmental team offered an interactive event at the Medford branch to "celebrate the wonders of pi and pie." The Pie Day team hosted activities in the Large Meeting Room, where beverages and round treats were also offered. They hosted a pi-themed trivia game, various activities, a scavenger hunt, a table with crayons and a variety of pi/circle-focused worksheets, and two large "circular" games from the Library of Things collection. In addition, a child-oriented activity, making Play-Doh pies, was provided in the Children's library. Staff reported helping scavenger hunt participants by using the online catalog or locating areas of the library to answer questions. On their way out, patrons of all ages were encouraged to pick up the Chocolate Pudding Pie kits at the reference desk for some more pi fun at home.



Central Point Associates Dayna Kestel, O'Brien, and Erin Vieira met with Parks & Recreation to discuss offering some library programs in various parks during the summer. They decided on two Toddlerobics programs, one concert, and two StoryWalks, and also discussed partnering with Parks & Recreation on more programs in the future. Dayna then collaborated with JCLS marketing to include promotional materials for the Parks & Recreation summer guide.

Butte Falls and Prospect patrons eagerly picked up "Read Outside" kits. They were especially pleased that the seed bomb kit includes milkweed seeds to help attract and feed monarch butterflies. One young patron was incredibly excited about the possibilities of the included journal to document discoveries during nature walks.

#### **Teen Services**

The Read Outside Teen Art Contest, a district-wide program and brainchild of Teen Specialists Shawnee Stacy and Kathia Damien, was a big hit. Twenty-four kits were passed out in Ashland, and twelve paintings have come back to be entered into the contest so far.

Central Point Associate Erin Vieira began a Dungeons & Dragons meetup at their branch. Everyone was friendly and eager to play with one another and are already looking forward to future sessions.

The Teen Library in Medford saw "March of Monsters," with a variety of programs throughout the month. The department-wide scavenger hunt became a "Creepy Cryptid" hunt, with Bigfoot and Moth Man trading cards as prizes. Teen Library Specialist Marie Shaneyfelt led a two-part presentation on cryptids throughout the world. The program revealed the history of cryptozoology and a closer look into the cryptids in Southern Oregon, from the Medford Shmoo to the Big Foot cage in Jacksonville. The first session featured Cryptid Journals, where patrons could chronicle their cryptid-finding adventures, and in the second, models of cryptids were made from clay, wire, and beads. Many creatures escaped the building that day to go home with their new keepers.

Medford Teen Librarian Andrea Leone worked with the Resource Specialists and Kayla Samnath from Adult Services to provide three movie matinees throughout March. They launched the program on March 2nd with a double feature of "Top Gun" and "Top Gun: Maverick." At the end of the second film patrons expressed how fun the movies were and how thankful they were for the snacks. After an afternoon of *Bill and Ted* movies, staff asked patrons what they wanted to see for the last program. With resounding requests for Westerns, staff offered viewings of John Wayne's "Hondo" and Clint Eastwood's "Two Mules for Sister Sarah" with great success. Most attendees were adults and had positive feedback for all the staff involved.

### **Adult Services**

A stand-out success at Medford in March was this month's Queer Coffee House on March 7th. Patrons have been enjoying a Dungeons and Dragons role playing game called "1 hour RPG". Most of the session was focused on building characters, and many attendees discussed topics like exploring sexual and gender identities through Dungeons and Dragons and other table-top games. The group enjoyed connecting through sharing their experiences and playing the game. When time ran out, they all wanted to keep playing, so they passed around a paper where they shared their Discord handles. The DM (dungeon master) said she would create a group and they could keep playing.

Also in Medford, "Read Outside Your Comfort Zone" Bingo sheets were made available on March 1st. Patrons have until the end of May to return the sheets and get a sticker for any bingo they achieve.

Ashland Librarian Brianna Levesque and Library Specialist Cody Reese brought a craft to the Ashland Senior Center. Participants placed cutouts from discarded atlas pages to create small, framed keepsake magnets that will remind them of special places. During the HVAC work, three outreach programs are planned to take place at the Senior Center.

Since Ashland's meeting rooms are unavailable, Adult Services Ellie Anderson took the Big Ideas Series to the Medford Branch this month. March's program, presented in collaboration with the Ashland Branch of the AAUW, featured Erika Bare, Assistant Superintendent for Ashland Public Schools, and Diane Berry, Counseling and Behavioral Health Teacher on Special Assignment (TOSA) for the Ashland School District, speaking on Youth Mental Health and Suicide Prevention. April and May's Big Ideas programs will take place in Medford, too, and planning is underway for another series beginning in Fall 2023.

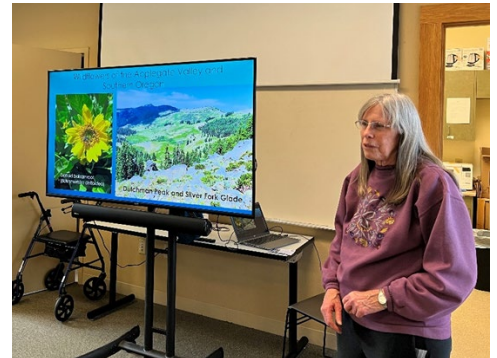
The Eagle Point Library hosted a ukulele practicing group that started up again on March 20th, led by community member Viki Brown. This group supports practicing together and will meet again in April and May.

Getting into the spring spirit, and getting outside, the Ruch Library hosted Applegate resident Barbara Mumblo for her Wildflowers of the Applegate & Southern Oregon program.

### **At Home Services**

At-Home Services added three new patrons in March, and the service is on track to expand capacity in April. AHS has seen increased interest in reading aids such as CD players and magnifiers and is working to expand those offerings. Forty patrons received Crafts at Home in March. Multiple patrons have expressed their thanks and excitement that the craft program will be monthly going forward.

Director May received a phone call from a grateful At-Home Services patron who told her that the library has changed her life. May had recommended the services to her last October. Homebound because of a traumatic brain injury, she has thrived under the attention of the AHS staff, who research a variety of questions for her and provide her with large quantities of books. She is no longer lonely and isolated. She noted that the AHS staff are kind, good-natured individuals who clearly love their jobs and do it with a smile.



### **Business Outreach**

Business Librarian Roslyn Donald has been busy planning and working with all six Jackson County Chambers to arrange ribbon cutting ceremonies to celebrate the expanded hours. Medford started things off with a combined Greeters event/ribbon cutting on Thursday April 6th; see library press release for other dates throughout April.

Another project coming up is the Downtown Quest program, planned for National Small Business Week, April 30-May 6. Participants will receive a game card with a link to an interactive map of downtown Medford businesses. If patrons visit at least 3 businesses, they can get their card stamped and return it to the library for a Friends Book Shop coupon. After the week is over, all entries will be part of a raffle for prizes donated by participating businesses.

This month's visit to Rogue River Estates took a financial literacy approach. Attendees guessed at credit card trivia to receive a small prize. Tips on managing debt and credit cards were distributed. About 30 people came for lunch (provided by the Housing Authority) and chatted with Donald.

### **DART**

DART added a few extra stops this month with the Housing Authority of Jackson County to participate in their tri-annual resident events. Residents gathered, ate, and entered a raffle by stopping by tables of various community partners such as ACCESS, Jackson County Health, RVT, Head Start, and JCLS. DART's monthly visit to the Landing at Butte Falls was postponed due to whiteout conditions the previous night, but DART will be back next month.

### **Digital Services**

Adding onto the classes conducted at the Ashland Senior Center, Digital Services branched out and concluded the first round of a new partnership with the Rogue Valley Manor. These classes focused on Apple and Android phone basics and were well attended. Participants requested more information about the library in general, with many questions focusing on history, as many of the residents are not from the local area.



## **Education Services**

Youth Literacy Community Librarian Evelyn Lorence and Teen Librarian Leone took an afterschool craft to New Bridge High School. Participants decorated pencil cases and filled them with school supplies. While they worked, the librarians advertised upcoming programs for teens and are already building excitement for summer reading.

Lorence and Adult Services Librarian Kayla Samnath led students at the Barriers to Bridges program at the Juvenile Detention Center through a Book Tasting, familiarizing them with various genres and book selections available in the classroom library. Lorence later collaborated with the At Home Services team to complete this season's Project Sunshine. National Honor Society students from South Medford High School, Ashland High School, and the Medford Teen Advisory Group created felt flower bouquets and spring cards for 120 AHS patrons.

Youth Services Coordinator Brystan Strong and Lorence attended Wilson Elementary's (MED) first Family Fitness Fair: Fit Body, Fit Mind, Fit Spirit. Families were introduced to JCLS resources, including Beanstack, Dolly Parton Imagination Library, Hoopla, Brainfuse, and KanopyKids. Lorence also co-taught a Children and Adolescent Literature class at South Medford High School and demonstrated methods of connecting youth to books for future educators.

Teen Services Librarian Jackie Keating started her spring outreach to schools, visiting Ashland High School on Mondays and Ashland Middle School on Thursdays at lunchtime with various pop-up programs. Programs included a video game tournament on the Nintendo Switch, a rock painting program, and a board game day. Keating is hopeful that with consistent visits, word will get out, and these lunchtime programs will continue to grow in attendance.

A field trip of about twenty kindergarteners and several parent chaperones from the Medford Montessori school came to the Medford Children's department for a tour and a storytime. Twelve students received new library cards, and everyone left with at least one book. On-call substitute Golden Rogers did a fantastic job handling the tour and telling the kids about library services.

Spark Space Specialist Kayla Adamiec is beginning a creative writing class that piggybacks onto a group that meets at Crater High School. She visited the high school twice in March to speak to the students about library programs and build rapport. She also presented a pop-up lunch program to connect with students.

Shady Cove hosted three class visits in one day. The Friends of the Shady Cove Library gave each child a new book. The kindergarten class was so large that they were split into two groups. While one group was in the meeting room picking out a book, the other group was in the children's area listening to a story. After the kindergartners left, a first and second-grade class visited, keeping staff busy and well entertained.

White City had six classes come through over three days for class visits from District 6 in Central Point and Kids Unlimited in White City. More than 120 kids learned about the library, signed up for library cards, and every kid got to take a book home to keep.

## **Social Services**

March has been a challenging month for the Social Service Team, who have been very busy serving the community in this harsh weather. The team has focused on changing the way in which resources are distributed within the libraries. They will be more intentional about the days and times that staff are passing out resources, allowing them to get back to the original scope of the Social Services program of being a referral-based system. In the months to come, staff will analyze how these changes affect the library as a whole while still continuing to support patrons and the community in the most impactful way.

One highlight from the month of March was that one of the social services patrons graduated from the Goodwill Work source program. He now has work experience and references and is looking to find employment to help him get off the streets and live independently. Staff will continue to provide support as he writes a resume and applies for jobs.

## ***Finance***

The District's audit for fiscal year 2022 is complete. KDP will file the audit report with the state by the end of April. The audit for fiscal year ending 2023 will begin in late summer, and the intention is to now be on schedule for future audits. The Finance Department is working with KDP to set up the timeline for the FY23 audit.

The FY24 budget process is underway and the Budget Committee work session on March 29<sup>th</sup> went smoothly. The Finance Department and Admin team are working diligently to finalize the budget documentation and presentation in preparation for the May 3<sup>rd</sup> Budget Committee meeting.

The Finance department has also been working with the Finance committee to review and update the Library's Financial Policies so that they will align with Generally Accepted Accounting Principles and best practices as the District continues to grow. The policies will be presented to the Board for approval in May.

## ***Human Resources***

March brought to a close all of the recruitment efforts for Phase II of expanded hours. Orientations finished for the Lower Rogue new hires, and job offers and paperwork were completed for new Upper Rogue employees. All staff who were approved for additional hours have started their new schedules, and with just the last two positions in recruitment, the HR Team has met the target of hiring for expanded hours.

The Supervisor Series, a bi-monthly training for supervisors, was held mid-March and explored neurodivergence in the workplace. Supervisors explored ways to be more inclusive and diversify the ways they communicate and give directions to direct reports and coworkers.

The Annual Performance Evaluation process started in late March. HR staff sent communication to staff concerning evaluations and provided training for supervisors. This year is the first time the process has been done electronically through PeopleStrategy, and the HR Team was excited to offer a more streamlined process.

## ***Support Services***

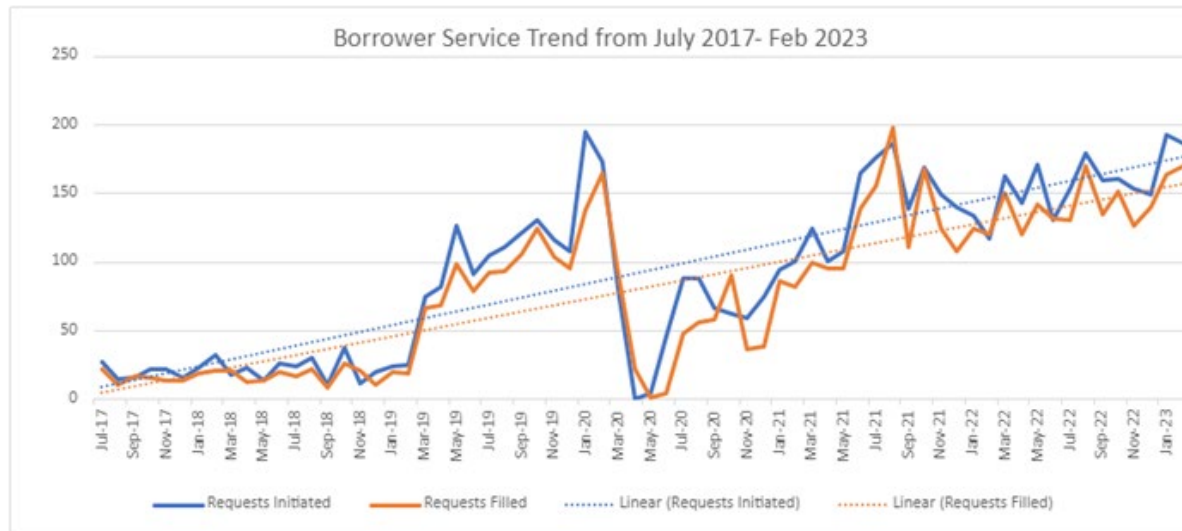
### **Collection Development (CD)**

The Collection Development Department partnered with the Digital Services Department to update staff about the upcoming sunsetting of the Overdrive App on May 1st so that staff can accurately explain this change and its potential impacts to patrons. The email included resources that staff can use to better familiarize themselves with Libby, which will soon be the only mobile app that can be used to access Library2Go ebook and audiobook content.

The Pollinator Project Rogue Valley reached out to Adult Selection Librarian Felishia Jenkins to offer a donation of their new book *Rogue Valley Pollinator Anthology*. Jenkins took the opportunity to bring in Adult Services Coordinator Katrina Ehrnman-Newton to help create a new partnership that may lead to future programming. The book has been evaluated by staff and will be added to the collection in the coming months.



## Technical Services (TS)



Since implementing OCLC FirstSearch in January 2021, the service, which allows patrons to make Interlibrary Loan (ILL) requests online, has steadily grown in popularity. Technical Services staff recently took a deep look into the history of transactions on both sides of the ILL process, both the books borrowed from other libraries for JCLS patrons, and the materials JCLS lends to other libraries. The data analysis shows the value of this specialized service for JCLS patrons.

## Information Technology (IT)

The IT project to replace aging Uninterruptible Power Supplies (UPS's) at all branch locations is now complete. UPS's provide backup power in case of power outages and the upgraded units will enable branches to stay online for up to a couple of hours during an outage.

The WiFi upgrade project has also finished. The newly installed wireless access points (WAPs) provide better speeds, stronger transmission signals, support WiFi 6, and are more reliable. Thirteen of the fifteen branches also received new outdoor WAPs which provide expanded WiFi internet access to library parking lots and surrounding areas, even when the branches are closed.

## Facilities

The long-awaited Ashland HVAC Replacement Project has commenced. The project has been divided into three phases, with various service interruptions dependent on the contractor requirements for each phase. Phase I began on March 14, 2023, and was completed on schedule. The Ashland Library closed to the public completely on March 27 and 28 in order to clear space in the staff workroom for the contractors and prepare for the Phase II Front Door Service, which began on March 29 and will continue through most of April. During Phase III, public access inside to the main level will be restored, and the entire project is anticipated to be completed in mid-May.