



Director's Report

October 2023

Public Services

Latinx/o/a Hispanic Heritage Month

Branches around the county celebrated Latinx/o/a Hispanic Heritage Month, which runs from September 15th-October 15th. White City began by festooning the branch with papel picado, a traditional Mexican paper craft. Library Associate Milagros Morales created a festive window painting over the course of several days, and patrons enjoyed coming into the branch to watch the progress. Staff also led patrons in a program about milagritos (little miracles). Originating from Oaxaca, these tin hearts are a traditional piece of Mexican folk art that has been prevalent in Mexico since the 16th century.

On September 16th, White City hosted a Latinx/o/a Heritage Event, with information about the holiday, a make-your-own piñata craft, food and homemade horchata, and a piñata for the kids filled with candy and prizes. There was a great turnout, and families loved stopping by the photobooth during the party. White City is very thankful for On Call Substitutes Golden Rogers and Jennifer Welch, and Outreach to Childcare Library Specialist Nick Rementería for helping with the event.

Staff from multiple branches gathered to represent JCLS at Central Point Parks & Recreation's Hispanic Heritage Festival at Twin Creeks Park on Friday, September 22. The event included food trucks, local vendors and agencies, crafts, loteria, live music and dancing, and a movie showing after dark. Library staff met more than 350 people of all ages and gave out lots of library swag and information about programming and library resources.

Oregon Trail

Talent, Prospect, Ashland, and Central Point had great success with a program based on the Oregon Trail. In Ashland, Library Specialist Ellen Werner led children on a fact-filled adventure, where they imagined traveling across the Oregon Trail, collecting supplies, and avoiding calamity. Prospect held a similar program, where participants were divided into competing teams that tackled tasks representing significant stops along the trek. Guided by Branch Manager April Bozada-Armstrong, they foraged for food at Independence Rock where, instead of wild onions or nuts, they found much tastier M&M's. They also tested their river fording skills at Shoshone Falls by crafting boats out of tin foil and seeing if their constructions could survive the passage. In Central Point, Library Specialist Noel O'Brien read *Apples to*



Oregon by Deborah Hopkinson to program attendees and then played "minute to win it" tasks. Afterwards, participants received caramel apples as a reward for surviving the program.

Displays

Library staff have been focusing on curating creative and attractive displays in an effort to increase circulation. Most branches had displays celebrating Latinx/o/a Hispanic Heritage Month and focused other displays to match programming held in September. In Ashland, the staff highlighted the Library of Things collection and in particular the instruments available to check out as part of a children's display. Jacksonville displayed materials geared toward pickleball enthusiasts and the merits of being active, and Gold Hill began putting items out to usher in spooky season.

Bear Creek

Ashland

In September, a micro nature program was held at North Mountain Nature Park. Participants put on their scientist hats and looked at pond water, milk weed fluff, and other natural objects through microscopes and hand lenses. The kids were particularly excited by the discovery of a leech in the pond water, and everyone was eager to take a look.

Librarian Ken Loders visited the Ashland Senior Center for the first monthly "Book a Librarian" visit. Patrons can make an appointment ahead of time or drop in on the third Monday of the month to learn about library services, get started on a research project, or receive a lesson on how to search the library's catalog quickly and effectively. Loders spoke with several Senior Center users and had one appointment with a patron who is planning to come to the library for a tour.

For the first time, Ashland welcomed a harpist to the Music in the Library series. Patrons and staff enjoyed the mix of soothing music and fascinating information about the instrument. A patron who comes each month said that she really enjoys being able to be up close to the instrument and musician at these programs in a way that is impossible in a full-symphony concert.

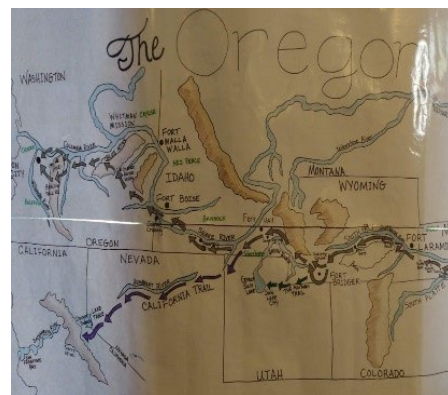
Phoenix

The summer reading program yielded more than kids enjoying reading, attending programs, and winning prizes. A patron told Branch Manager Jody Fleming that she could not afford to enroll her kids in other programs and events, and that the library "became our families' best friend" this summer because of all the great services and programming provided.

Talent

An appreciative patron surprised the Talent staff with a pot of succulents and a plate of homemade apple sauce bread. She also included a lovely message celebrating the local staff:

To our wonderful local Librarians,
This note and the treats are such a small way to thank you for your wonderful important service to our community. At all stages of my life, my local librarians – and this includes all of you, especially during the pandemic – provided me with great information and service. You help keep me learning and exploring as



I begin my seventh decade. Thanks to you, I distracted myself in a positive, constructive way during lockdown, and post-fire. Thanks to you I found MANGO and began my lifelong dream of studying Spanish. The news has so many stories about challenges facing our library leaders today. You deserve so much more thanks.

Central Area

Medford

On Saturday, September 23rd, Library Associate Amanda Kuhs hosted Hobbit Day – a celebration of Bilbo Baggins' birthday. Partygoers painted leaf pins while enjoying snacks and cake, and there was fierce competition in the Lord of the Rings trivia game.

Sensory Storytimes is the newest offering in the Medford Children's Department. Developed and hosted by Library Specialist Ki Lee, this Storytime is intended for patrons of all ages who might be overwhelmed by the noise and number of children who attend other Storytime programs. Held every first and third Saturday morning, these programs offer an accessible and inclusive service to a population that might not otherwise attend storytime.

Resource Specialist Anna Rands, Social Worker Haylie Courtney and Branch Manager Lorna Hilke have collaborated on a new monthly program for teens and adults called Art Afternoons at the Medford Library. The program promotes inclusive programming that meets the needs of unhoused and housed patrons by providing a creative outlet and a skill or a resource that is also useful. Future programs will be on the third Friday of the month to coincide with Third Friday Medford, promoted by the Downtown Medford Association. The first program was well-attended by patrons of all ages and backgrounds.

Medford Teen Librarian Andrea Leone and Adult Services Librarian Kayla Samnath visited the Jacksonville Library to highlight JCLS resources to teens and adults from the Teach NW home school charter group. Leone focused on teen resources available in the JCLS collection, and Samnath highlighted primary sources to prepare the teens for their upcoming National History Day projects. The participants were engaged and learned about the experiences and tools that their library card offers them. After the presentation, participants went out into the main library and utilized their new skills to find information for their projects based around "Turning Points in History."



Lower Rogue

Applegate

Barbie mania hit the Applegate Branch with a fun display of vintage and modern Barbie collections. The display has proved so popular that a family from Central Point heard about it and made a special trip out to the branch to see it for themselves.

The branch hosted local ceramicist Allie Parkin — of Squirrel Medicine Pottery — in a fall program. Participants took a stroll around the library and gathered foliage that they then used to imprint the pinch pots they shaped out of clay. While some patrons had worked with Parkin before, several participants were new to the art form, and all expressed that they had a good time.



Jacksonville

On September 23, the Friends of the Jacksonville Library hosted a reception to celebrate the branch's 20th Anniversary in its current location. Several former librarians and past Friends of the Library attended, and Library

Director Kari May spoke about some of the history and evolutions of District buildings. The branch also displayed artifacts from when the library was first founded, including a video of the groundbreaking ceremony.

Library Associate Betsy Schiller led the first in a monthly Qigong series. Many patrons have expressed their appreciation to have a movement-oriented class added to the schedule again after the popular chair yoga class ended in August.

Rogue River

Rogue River offered a number of unique programs in September, including *Grieving and Healing in the Outdoors of Oregon* with Adam Sawyer. The program proved to be greatly impactful for one of Rogue River's patrons, who expressed that the program was life-changing for her.

Ruch

As summer ended, school began! Eight out of nine classes from the nearby Ruch's Outdoor Community School are now scheduled to visit the library weekly throughout the school year. The youngest students enjoy a storytime, grades 2-5 participate in a read-aloud, and middle schoolers receive a mini-lesson on how to access relevant library services, resources, and events. All students check out books for individual reading, and some teachers pick up class sets of books to support their current curriculum units.

Upper Rogue

Butte Falls

Butte Falls has a great turnout for their first "Build with LEGOS" event. An Eagle Point patron drove her grandsons up to Butte Falls for the program, and she said she would bring them back again. Storytimes remain popular, and one kindergarten teacher made plans with Library Associate Katie Misfelt to bring her class over for a special bike-themed storytime in October.

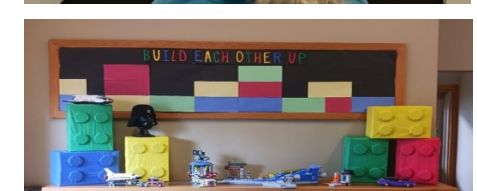
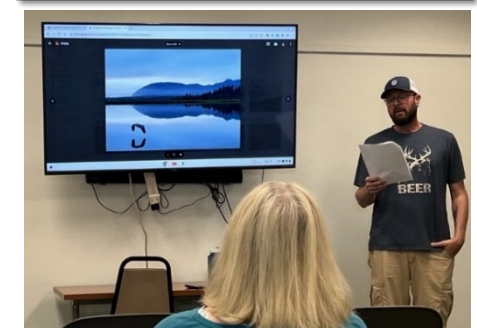
Branch Manager Shone Ellis represented the library at the Landing-Community School Partnership's Back to School Event. While families browsed booths hosted by local organizations, they received giveaways and stopped by the library stand to chat with staff and sign up for new cards.

Eagle Point

Eagle Point staff host a board game and role-playing game day every other Saturday. Local patrons wanted a place close to them where they could connect with other gamers in a safe and welcoming space. The library provides some basic gaming materials such as dice, player handbooks, and the like. Local community members run the games in the Eagle Point Community Room.

Eagle Point started hosting the Paws to Read program as a weekly program. One or two trained therapy dogs are available every Thursday afternoon for kids (and adults) to read to. The program grows more popular each week as word is getting out to local schools that the dogs are in the library.

Library Associate Sam Caredig helped teens to prepare for the new school year by making a DIY Homework Station. Attendees customized their organizers with motivational quotes and pictures, and still had plenty of



space for calendars, to-do lists, notes, and blackboard paper. With so many tools gathered into one space, the students are ready to kick off their year a step ahead of their workload.

Local author Randy Marsing, who typed most of the first draft of his first manuscript at the Eagle Point public computers, read from and talked about his latest book. Randy Marsing wrote *Nicodemus the Fluke Journey* over the course of the past year, and Eagle Point was proud to host him in one of his first author events.

Prospect

Prospect Branch enjoyed a visit from the Sheriff's Department for a small session on gun safety. The Deputy introduced the group to Eddie the Eagle and the concept of *Stop, Don't Touch, Tell a Grown-Up* when encountering firearms.

This month Prospect welcomed back the 5th Grade class for regular library visits. According to the teacher, students could not wait to resume regular trips to the library. Students dove right in to searching for items on the shelf, using the catalog, and asking for help finding titles to check out.

Shady Cove

Shady Cove hosted Master Gardener Susan Koenig, who presented a seed saving program. The presentation was informative, and Koenig brought in different plants and demonstrated different techniques for saving seeds.

Continuing with the botanical theme, patrons gathered to create a festive fall door hanger out of pinecones and ribbon. Many of the patrons who attended enjoyed making new friends, including one who was new to the area and had just signed up for their library card.

Outreach

As part of a growing collaboration with Coalicion Fortaleza, JCLS had a booth at their El Mercadito event in Talent. OCC Bilingual Library Specialist Nick Rementeria and Business Librarian Roslyn Donald attended, with Rementeria providing Spanish language assistance. This event included local Latinx home businesses and social services organizations such as Unete Oregon and Familia Unidas.

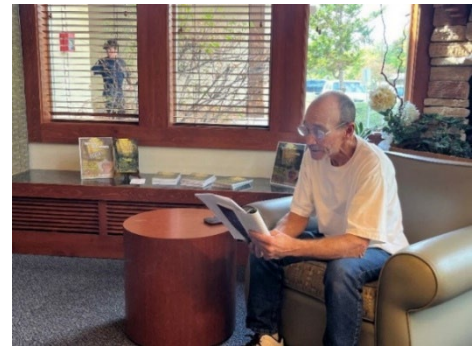
At Home Services

At Home Services Library Specialists Mackenzie Pollock and Kateri Warnick added three new patrons in September, and six more will start in October. Pollock and Warnick continue to receive very positive feedback about the craft programs they offer to the residents at Rogue River Estates.

Business Librarian

Right after Labor Day, Business Librarian Roslyn Donald gave a presentation to the City of Medford's planning department staff. The planning department often encounter business startups who need permits but do not have business plans. Staff was delighted to learn about library business services that they could refer people to for assistance. Donald left them a stack of business cards and rack cards that they can hand out. Later, she will go back to speak to the business license staff, who also interact with anybody doing business in Medford.

Donald and Library Director Kari May attended the Medford/Jackson County Chamber of Commerce Awards Dinner at Rogue Valley Country Club.



DART

DART continued to expand its presence in September with visits to Garfield and Hunter Parks in Ashland, the Applegate Evening Market, and the Multicultural Fair at Medford's Pear Blossom Park. They also attended an Overdose Awareness Day event at Hawthorne Park. Supported by Social Worker Hailey Courtney and Resource Specialist Michael Workman, they passed out resource guides and water bottles. Many patrons stopped by to express their appreciation and connect with library staff.

Later in the month, at a regular visit at Lilac Meadows, the DART team was approached by a young child asking how they began their library careers. The patron described how her school librarian had helped her defend herself from bullies, and that she really appreciates library staff and the services libraries provide. An avid reader, she is considering this career path for her life and thanked the DART team for their stories and advice.

Education Services

Education Services staff were busy with a wide variety of interactions as schools marked the resumption of classes. Classes from Madrone Trail toured the Medford Library, and staff also took services on the road to a Back-to-School event for UNETE and three Open House events at local schools. Rogue Reads promotions have already started, and the UBOB program continues to gain traction. Nearly 150 patrons have signed up for the challenges on Beanstack and are busy earning badges.

Outreach to Child Care

OCC Library Specialist Emily Hawks presented a storytime and tabled at The Children's Museum with Medford Children's Specialists Ki Lee and Natalie Kelly. The trio interacted with 49 people and signed up four people for library cards. Later, Library Specialist Nick Rementeria joined the Education Services team at Unete's back to school resource fair, where he provided an ongoing storytime throughout the day to provide a quieter space where kids and parents could take a break from the highly energetic event.

Digital Services

The department presented the first [Windows Basics](#) class using DigitalLearn curriculum for the Ashland Senior Center. This partnership helped JCLS to qualify for a grant from the Public Library Association that allows staff to access the well-designed curriculum and resources for these and future classes. Help interactions rose in Digital Services in September, up thirty percent over August.

Community Resource Team

With the weather slowly turning colder and more temperamental, staff have been kept busy with helping patrons prepare for the upcoming winter months. One highlight for the month was helping an elderly man on disability connect with permanent housing at Weatherly Court Retirement Home in Medford. He has now been living comfortably in his new home for three weeks and came to tell staff how much he is enjoying life again.

The team has been gathering resources and information to better serve patrons' cold-weather needs. They are working on fostering new community partnerships, which will help to provide needed essentials and referrals during the winter.

Human Resources

JCLS' Annual Staff Day was held on September 15th. Wellness Librarian Bobbi Newman gave the keynote address, which focused on both personal and organizational wellness efforts. Topics included ergonomics in the workplace, tips to ensure a work/life balance, and information regarding compassion fatigue and recovery. A taco bar lunch was served and gave staff an



opportunity to mingle. The afternoon involved two breakout sessions, and the event concluded with service awards, a raffle, and staff recognition.

All JCLS supervisors participated in the inaugural Library Leadership League. The League is a three-part training series to help supervisors gain education, understanding and perspective about their roles as leaders in the organization. The training, ten hours in length including homework, includes lessons regarding critical thinking, delegation, leadership, vulnerability and foundational tools for being a supervisor specifically at JCLS. More than 30 supervisors received a completion pin. The next round will launch at the end of the year and is open to new supervisors and to staff who are interested in supervisory roles in the future.

Benefits and Wellness Coordinator Kristi Whetten arranged for a flu shot clinic for staff at both Ashland and Medford libraries in September. Many staff took advantage of the clinic. HR is planning a COVID booster clinic by year-end.



Marketing

Staff from multiple departments have worked together, and, after many months, the Citizenship Web Course has officially launched. The Course is available in English and Spanish, with videos that guide learners through all the questions they need to study to pass their Naturalization Test. The course represents a great collaboration between Outreach, Marketing, and the Center for Nonprofit Legal Services of Medford. The questions and answers come directly from the U.S. Citizenship and Immigration Services study guide. After viewing each video, learners will practice answering the questions in simple quizzes. The tutorials in the web course include Geography, the Declaration of Independence, the Constitution, the Bill of Rights and other amendments, the Civil War, the Government, the Executive Branch, the Legislative Branch, the Judicial Branch, U.S. History in the 1900s, Symbols & Celebrations, Equality & Freedom, and Interview Preparation for the official test.

In September the Marketing Department released its latest original documentary short, *Postmarked*, which takes a close look at Medford's place in the history of air mail. On Sept. 15, 1926, Oregon's first batch of airmail on a newly contracted multi-state route arrived at Medford's Newell Barber Field, with the route's first outgoing batch departing soon after. The historic event was well-attended and helped pave the way for a still-young industry to take flight.

Press Releases:

October Big Ideas program: <https://bit.ly/46DjSig>

Citizenship Web Course: <https://bit.ly/jclscitizenship>

Media Coverage:

KOBI on End of Life Care program: <https://bit.ly/468Lj3t>

Notable Video:

Postmarked Documentary: <https://bit.ly/46hNuC1>

Finance

The Finance Department has had an eventful month hiring for two vacant positions and continuing audit cleanup duties. The department is pleased to have found some great candidates and will have the team fully rounded out on October 16. The finalizing of the audit is going smoothly, and the department has gained valuable experience

to apply to next year's process. The department will be spending much of October examining existing training and workflow processes and making sure they meet the current needs of the district.

Support Services

Book Lockers at Shady Cove

The District's first book locker has been installed at the Shady Cove Library. On September 6, 2023, the supplier delivered the locker unit to the Shady Cove branch, anchored it to the ground, and made sure it could connect to the power and data that had been installed for the site. The vendor then had a site visit on September 14, 2023, to commission the unit and provide training for key Branch and Support Services staff, who continued to test and troubleshoot throughout the month of September.



Upper Rogue Area Manager Masyn Phoenix presented information about the new book locker at the October All Hands staff meetings on October 4th and 5th, which coincided with the “soft launch” of the service to the public. The launch involved making the new holds pick up location, “Lockers at Shady Cove,” available for the public to select in the Aspen catalog, and an informational web page created for the JCLS website.

After some unforeseen delays with a sub-contractor, the unit was wrapped with the custom design created by Marketing Manager Ryan Bradley. Look for additional marketing and promotional efforts to raise awareness about the new 24/7 holds pick up option at Shady Cove later this Fall.

Collection Development

At JCLS Staff Day in September, the Collection Development Department led a session called “Kan(opy) you believe all the Hoopla Over(drive) our digital collection?” The session used a Jeopardy style format to quiz three groups of five contestants each on various aspects of the three main digital content platforms JCLS offers. Many other staff attendees watched from the audience, and everyone had a chance to ask additional questions at the end.

The Collection Development Department continued their ‘internal outreach’ by visiting other departments to better understand what they do and how they can support their colleagues. In September the team visited At Home Services, Business Services, and DART. These visits highlighted the fact that the Outreach Department at JCLS is doing amazing work.

Children's Selection Librarian Monica Owens placed and received the first order of replacement books for the revamped Outreach to Childcare Provider Bags collection. A total of around 400 board books have arrived.

In collaboration with Medford staff, Adult Selection Librarian Felishia Jenkins updated the Redistributing Materials procedure. Redistribution helps items that are not circulating at another branch to be sent to Medford for another chance to be checked out. Branches can also request materials from Medford to add some new-to-their-patrons titles to their collection.

Information Technology

In addition to the day-to-day, IT has been working on a cybersecurity plan to enhance and improve network security for the organization. This has involved the assessment and evaluation of tools that will help to secure the District's infrastructure and allow for more efficient management of JCLS IT resources. IT also upgraded antivirus software system-wide.

Facilities

The Facilities Master Planning process with selected consultants, Group 4 Architecture, has begun. A kick-off call was held on September 19th after the contract was approved at the September Board Meeting, and site visits from the consultants are underway.

At last, the Ashland HVAC project can be called complete. The new system is fully operational, and contractors held training with Branch, Support Services, and County Facilities staff to review the thermostat controls to ensure optimal performance moving forward. This project has been a months-long test of patience, resilience, flexibility and creativity among library staff and Ashland library patrons. It is an enormous achievement to finally bring this project to a close.

Administration

Director May volunteered as a grant reviewer for the Oregon Community Foundation's Fall community grant round. May and Executive Assistant Val Nowak joined Board President Viki Brown at the SDAO training in Klamath Falls. Topics covered included Board Roles and Responsibilities, Ethics, and Public Meetings.