



## MINUTES

### ATTENDEES

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

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

### CALL TO ORDER/ROLL CALL

President Brown called the meeting to order at 4:02 p.m. Roll call was taken, and the Land Acknowledgement read.

### INTRODUCTIONS / PROCLAMATIONS

None

### CONSENT AGENDA

**MOTION:** Director Kiefer moved to approve the agenda for the meeting as well as the items on the consent agenda. Director Keating seconded, and the motion was approved unanimously.

### ORAL REQUESTS AND COMMUNICATIONS FROM AUDIENCE

The Board heard comments from two audience members regarding equitable access to literature specifically focusing on e-audiobooks.

### REPORTS

#### Library Director – Kari May

Director May began by introducing teen librarians Andrea Leone and Katie Fischer, who discussed the importance of curating library services for teens. May then highlighted the guest storytime series in Eagle Point and the Rogue Reads author talk series from the written report and noted that news coverage has been favorable in the past several months. She concluded by saying that in May the District will celebrate their ten-year anniversary, and there will be further celebrations and information to come.

#### Jackson County Library Foundation – Ginny Auer

Foundation Director Auer shared that the year-end campaign was very successful, and she thanked the Marketing department for their support. The Foundation will be hosting a Dolly Parton Imagination Library Breakfast at the Rogue Valley Country Club on March 14 and Auer invited the Board to attend. They are also hard at work preparing for Library Giving Day as part of National Library Week in April.

#### Quarterly Financial Report – Kari May

Director May summarized the report. Overall, the District is in good standing. Expenses are at 35%, and all are on track.

**Motion:** Director Young moved to accept the report as presented. Director Kiefer seconded, and the motion was approved unanimously.

### **Statistics and Strategic Plan Report – Kelda Vath**

Vath presented an overview of the biannual statistics report. Overall, usage is strong and many statistics are up across the board. Progress towards the main goal of increasing circulation continues.

### **Biannual SOHS Report – Jan Wright**

Jan Wright thanked the Board for renewing the contract with SOHS at the last Board meeting. They have noticed an increase in people physically accessing services. Many volunteers are increasing their hours. She noted that Ruch's genealogy class was very well attended. She discussed the Peter Britt glass plate negative project, which they have gotten grant funding to process. Director Kiefer asked about the repairs to the damage from the roof leak last year. They have completed the demolition phase of the project, but the repairs have not yet started due to issues with insurance.

### **UNFINISHED BUSINESS**

None

### **NEW BUSINESS**

Budget Committee Appointment

Director Kiefer summarized the interview process and thanked all the applicants for their interest and efforts. She then made a recommendation on behalf of the Budget Recruitment Subcommittee that David Matthieu be reappointed for another term and that Doug Townsend be appointed to the Budget Committee.

**Motion:** Director Kiefer moved to appoint David Matthieu and Doug Townsend to the Budget Committee. Director Keating seconded, and the motion was approved unanimously.

Director May noted that a draft of the budget calendar was included in the board packet, but due to conflicts, dates are subject to change. A revised draft will be shared and confirmed in the following months.

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

Advocacy Committee

Work on the advocacy toolkit continues, and a draft will be brought forward soon.

Relationship Committee – Viki Brown and Kevin Keating

Conversation focused on the extension of the MOU, and what trends and benchmarks are for the next three to five years.

Finance and Statistics – Kim Young and Marissa Shepherd

The committee reviewed the finance and statistics reports prior to them being presented.

### **EXECUTIVE SESSION**

At 5:33 p.m., the Board convened into Executive Session pursuant to ORS 192.660(2)(i): To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.

The Board reconvened into public session at 5:57p.m. No action was taken as a result of the Executive Session.

### **ADJOURN**

President Brown adjourned the meeting at 5:58 p.m.

/s/ Val Nowak

Recording Secretary