



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 4:04 p.m. Roll call was taken, and the Land Acknowledgement read.

CONSENT AGENDA

MOTION: Director Kiefer asked to discuss dates for the annual Board retreat during the future meetings portion of the meeting.

Director Kiefer moved to approve the agenda and to accept the items on the consent agenda. Director Shepherd seconded, and the motion was approved unanimously.

ORAL REQUESTS AND COMMUNICATIONS FROM AUDIENCE

None.

REPORTS

Library Director

May introduced Digital Services Supervisor Eric Molinsky, who presented a summary of some of the services that the Digital Services department provides to the community. May then highlighted some items from the report, including presentations JCLS members gave at OLA. Thirteen members from JCLS attended OLA this year, including two board members.

Strategic Plan Dashboard

May pointed out that a recording of the community listening session had been posted to the YouTube District Subchannel. Director Kiefer asked if more metrics of the strategic goals were available to review, and May responded that they would be included in the biannual report in August.

Expanded Hours Report

Director May and Assistant Director Vath presented a report celebrating the first year of expanded service hours at JCLS. Overall, the effort has been very successful. Library visits have increased at all branches by 31%, while Physical Circulation is up by 11%. Feedback from patrons about expanded service hours has also been positive.

Quarterly Financial Report

May then presented a summary of the third quarter financial report, for the quarter ending March 31, 2024. The General Fund expenditures are at 71% of budget three quarters of the way through the fiscal year. Overall, the District's budget is in compliance and in good standing.

Jackson County Library Foundation

Director Auer reported that many of their fundraising goals had been exceeded, which is unusual when compared to current national fundraising trends. The Foundation is recruiting board members and they have several candidates that they will be interviewing. Auer shared that that she, along with Director May and incoming Foundation President Phil Meyer, will be attending the International Public Library Fundraising Conference in June. Auer and May will be presenting, and May has been invited to be a plenary panel member with other Library Directors.

May commented that DPIL has now gone statewide and there are business cards included in the Board packet to hand out. Director Brown noted that DPIL comes up regularly in community meetings, and that she is pleased and proud to represent it in the District.

UNFINISHED BUSINESS

Board Member Recruitment

May shared that a robust field of candidates have applied. Applicants will be contacted, and the Committee will conduct interviews the following week. After deliberation, they will bring a recommendation to the June Board meeting.

NEW BUSINESS

Amendment to JCLD/JCLF MOU

The Relationship Committee has revised the MOU, and the recommendation is to enter into year four of the agreement with the District providing \$150,000 worth of in-kind support, and the Foundation maintaining or exceeding a 10% return on investment. Such a practical approach ensures a sustainable partnership, promoting the continued success of both organizations and their community impact. The Board briefly discussed the Amendment and agreed that it was reasonable.

MOTION: Director Kiefer moved to approve the amendment to the Memorandum of Understanding (MOU) between the Jackson County Library District and the Jackson County Library Foundation as presented. Director Keating seconded, and the motion was approved unanimously.

COMMITTEE AND BOARD MEMBER REPORTS

Facilities Committee

The Facilities committee met and discussed the Facilities Master Plan and other significant projects. Director Keating then reported that he met with County Facilities Director Ryan DeSautel to discuss the Medford Library Central Street water feature. He said that it might be possible to repair the feature, but he did not provide a cost estimate for repair or continued maintenance. When asked their opinions, Directors Brown, Kiefer, Young, and Shepherd expressed that the space should be refreshed to be more attractive, but that it should not be considered a priority to restore the feature, and that other avenues might also be considered. Director Keating restated his desire to obtain an accurate estimate on repairing, restoring, and maintaining the original feature.

After reviewing the dates for upcoming meetings and noting the District's 10th Anniversary Celebration date in July, Director Brown asked the Board to send their availability for the summer months to Val so that they can start to look for dates to schedule the annual Board Work Retreat. Director May then noted that the Board might consider changing the regular meeting date at the organizational planning meeting in July, as the third Monday has resulted in several scheduling conflicts throughout the year.

ADJOURN

President Brown adjourned the meeting at 5:27 p.m.

/s/ Val Nowak

Recording Secretary