



JACKSON COUNTY LIBRARY DISTRICT (JCLD)  
**BOARD OF DIRECTORS WORK SESSION**  
Medford Branch Library  
Board Meeting Room  
205 S Central Ave, Medford, OR  
June 26, 2024, 4:00 p.m.

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## MINUTES

### ATTENDEES

Present at the meeting were: Board Members Viki Brown (President), Susan Kiefer, Marta Tarantsey, 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), Heather Scott (Finance Manager), and Val Nowak (Executive Assistant)

### CALL TO ORDER/ROLL CALL

President Brown called the meeting to order at 4:07 p.m. Roll call was taken, and the Land Acknowledgement read.

### INTRODUCTIONS / PROCLAMATIONS

Director Brown introduced newly appointed JCLD Board Member Marta Tarantsey to the board members and staff present. Director May noted that Tarantsey was sworn in the day prior.

### NEW BUSINESS

Review of JCLD Board Self-Evaluation 2024

Brown and May summarized the results of the self-evaluation and noted that former Board Member Kim Young had participated and that her results were included. The Board then discussed the results of the evaluation, taking note of areas for improvement and exploring the items where there were large discrepancies in the scores. In response to the data indicating that scores have declined over the years, Tarantsey suggested each board member come up with an action item related to an area for improvement and bring it to the Board Retreat on July 19 for discussion.

Members expressed that they may need more time to discuss bigger picture items. The Board requested that there be more work sessions scheduled in the upcoming year. May agreed and said that possible dates would be explored. Directors Kiefer and Keating commented that their preference would be to allot more time for broader discussions in board meetings. Tarantsey requested information regarding what is requested for board feedback versus board governance.

FY25 Meeting Day and Time

It was recommended that the Board consider moving the regular Board meeting to a different day, as Mondays did not work well during the current fiscal year. They proposed moving back to the third Wednesday beginning in August 2024.

Board leadership – Chair and Vice Chair positions

The Board discussed the roles and responsibilities of the chair and vice chair, and members indicated whether they might be willing to serve in the upcoming year. They also discussed succession planning and continuity within the roles.

### Meeting Norms and Expectations

The Board briefly reviewed the District meeting policy and expectations.

### Committee Purposes and Assignments

Director Brown summarized the standing and special committees. The Board noted that it may be useful for the Director's Evaluation Committee, which was a special committee this year, to become a standing committee moving forward, or to expand the description of the Executive Committee to include those duties within its description.

Board members then discussed which committees they might be interested in serving on. Committee assignments will be confirmed at the Regular Board Meeting in July.

### **ADJOURN**

President Brown adjourned the meeting at 6:07 p.m.

/s/ Val Nowak

Recording Secretary