



MINUTES

ATTENDEES

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

Absent: Board Member Marta Tarantsey

Additional attendees: Kari May (Library Director), Kelda Vath (Assistant Director, Support Services), Joan Vigil (Assistant Director, Public Services), Heather Scott (Finance Manager), Ryan Bradley (Marketing Manager), Hannah Harding (Legal Counsel), and Erinn Agne (Finance Assistant)

CALL TO ORDER/ROLL CALL

Director Brown called the meeting to order at 4:04 p.m. Roll call was taken, and the Land Acknowledgement read.

INTRODUCTIONS/PROCLAMATIONS

Director Brown introduced Erinn Agne, who is filling in for Yoli Diaz as Executive Assistant.

CONSENT AGENDA

MOTION: Director Keating moved to approve the consent agenda, Director Keifer second, the vote was unanimous, and the motion passed.

ORAL REQUESTS AND COMMUNICATIONS FROM AUDIENCE

None.

REPORTS

Director's Report

Library Director Kari May presented the Director's Report and noted the seed exchange programs at Ruch and Shady Cove, the AGE+ Computer class at Talent, a White City patron's praise of Library staff, and the Rogue River Library's Ukrainian program. May reported that the advocacy committee has been attending City Council meetings at Medford, Ashland, and Eagle Point. Central Point and Gold Hill are being scheduled for upcoming visits. May relayed an update from the State Librarian about the IMLS funding to states. The State Library of Oregon has received a check to cover their funding through the end of the fiscal year. They have not received a check for the LSTA grants as of last Monday. May reported that the Phoenix Pollinator Garden bid resulted in a non-award of the contract, and the library will be pushing the project out until next winter. Director Brown noted the Ukrainian program and the importance of Regina Mannino's work in the Data & Analytics Coordinator position. Brown reported that she also attended the Friends and Foundation: Into the Future conference that May included in the Director's report.

Volunteer Policy

Library Director Kari May presented the Volunteer Policy with the revisions suggested at the previous board meeting. The board discussed the use of the term “diverse” in the policy, which remains in the policy.

MOTION: Director Kiefer moved to approve the Volunteer Policy, Director Brown second. Directors Kiefer, Brown, and Shepherd voted in favor, Director Keating voted against; the motion passed.

Public Use of Library Grounds Policy

Public Services Assistant Director Joan Vigil presented the updated policy with the revisions suggested at the previous board meeting. Director Kiefer reported that the Policy Committee did review the policy as requested.

MOTION: Director Kiefer moved to approve the Public Use of Library Grounds Policy, Director Shepherd second, the vote was unanimous, and the motion passed.

Personnel FY2026 COLA

Library Director Kari May presented a 3% COLA recommendation and noted the comparative systems and methodology that were used to determine the COLA. Director Keating inquired whether the board could learn which cities and districts were used in the comparison data. Library Director Kari May stated that we were unable to share the specific cities because we do not know if their budgets have been finalized at this time. May stated the comparables are in the Southern Oregon region with similar size and demographics.

The board discussed the option of approving the COLA alongside the budget at the Budget Committee Meeting. It was determined that the decisions were separated in 2023 at the request of JCLD Board. Library Director Kari May and Finance Manager Heather Scott stated that it helpful to have the COLA decision before presenting the budget at the Budget Committee Meeting. The board discussed changing the amount of the COLA and requested current salary numbers.

MOTION: Director Keating moved to table the discussion of the FY2026 COLA until the Budget Committee Meeting, Director Sheperd second. Directors Keating and Shepherd voted in favor, Directors Kiefer and Brown voted against, the motion did not pass.

MOTION: Director Kiefer moved to approve the FY2026 COLA, Director Brown second. Roll call vote.

Director Kiefer – Aye

Director Brown – Aye

Director Keating – Aye

Director Shepherd – No

The motion passed.

Facilities Committee Report

Director Brown reported that the landscaping contract with Pro Lawn has begun, and the committee has received positive reports about Pro Lawn’s work. Brown reported that Facilities Manager Crystal Zastera and a Pro Lawn representative visited the thirteen branches under contract to note the landscaping needs of each branch. Director Keating reported that the Phoenix pollinator bids came in over budget and the project will be moved to FY26. Keating reported that Bill’s Glass will be replacing the Medford doors in the coming weeks. Keating reported that he attended the Ashland City Council meeting to speak in favor of the Enhanced Law Enforcement Area (ELEA) expansion on behalf of the Library Facilities Committee, but comments ran long on another agenda item and there was not time to discuss the ELEA. May noted that the ELEA would extend to the sidewalk area and lawn in front of the Ashland branch. Brown reported that the Facilities Committee discussed two examples of a stained-glass art installation for the Ashland branch. Brown reported that restricted funds will be used for the installation and that the Facilities Committee will be presenting a proposal for the installation at the May board meeting.

Policy Committee

Director Kiefer reported they will be bringing more policies to the board at the May board meeting. Director Keating requested an updated calendar on which policies will be updated. May stated she would bring that to the next Policy Committee meeting at the end of April.

Personnel Committee

Director Brown reported that the Personnel Committee met with Evaluation Consultant Maura Deedy to work on the tool for the Library Director evaluation. On May 6, the board members and May's direct reports will meet with Maura to go over the evaluation process. The first section of the meeting will be an Executive Session to discuss personnel matters. The Personnel Committee will bring the final evaluation to the Board in an executive session following the conclusion of the June board meeting.

Director Brown adjourned the meeting at 5:00 p.m.

/s/ Erinn Agne

Recording Secretary