



MINUTES

ATTENDEES

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

Absent: Board member Marissa Shepherd.

Additional attendees: Kari May (Library Director), Kelda Vath (Assistant Director, Support Services), Brynn Fogerty (HR Manager), Ginny Auer (Foundation Executive Director), Heather Scott (Finance Manager), Ryan Bradley (Marketing Manager), Hannah Harding (Legal Counsel), and Yoli Diaz (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

Director May requested the removal of Item #7, the landscaping contract. Director Keating also requested a correction to the spelling of Director Kiefer's last name on pages 4/4 and 2/4

MOTION: Director Tarantsey moved to approve the agenda and to accept the items on the consent agenda, Director Kiefer seconded, the vote was unanimous, and the motion passed.

ORAL REQUESTS AND COMMUNICATIONS FROM AUDIENCE

None.

REPORTS

Library Director's Report

Library Director May highlighted key updates from November 2024, including a postcard sent to Ashland patrons about the new Book Locker addition. She also shared a postcard from former board member Kim Young and offered her contact information for anyone interested in connecting with her. Additionally, May mentioned the release of the JCLS Rogue Reads event guide, with Director Tarantsey showing hers from Coos Bay. May reminded everyone of guest author Ross Gay, who wrote *The Book of Delights* will be here live and in person February 20th at 5:00pm. May and Auer are coordinating an after-hours social between the foundation board and JCLS board, with more information coming soon.

Lauran Arnold, Manager of Collection Development, gave a presentation on the importance and process of weeding library materials. She explained that weeding is done to save space for new items and to meet library policy standards. Key reasons for weeding include removing damaged books and ensuring the collection remains current and appealing to the community. Arnold shared data-driven strategies, such as removing items with low circulation or in poor condition. Weeded items are donated to the Friends of the Library, Better World Books, schools, and other organizations.

UNFINISHED BUSINESS

Library Directors Goals

Director Tarantsey asked if the Board plans on working with consultant Maura Deedy on the next steps in the process, specifically regarding the upcoming mid-year and year-end evaluation. Tarantsey also inquired whether Deedy would assist the board in setting new goals for the annual evaluation. May responded that her annual goals, which were supposed to be drafted and adopted in August but were not, are mutually agreed upon by the library board and herself. Some of these goals are projects that May has already begun making progress on, so the end-of-year evaluation will focus on progress made throughout the year. May is reflecting on the year as a whole and the projects she has already started.

Motion: Director Brown moved to approve the proposal goals as presented. Director Tarantsey seconded. The vote was unanimous, and the motion passed.

NEW BUSINESS

Policy Revisions

Assistant Director of Support Services Kelda Vath highlighted proposed changes to the Vehicle Fleet Policy and Security-Camera Policy.

Vehicle Fleet Policy 3-1

Keating asked if there is a policy encouraging the purchase of hybrid over gas vehicles. Vath responded that there is no such policy. Tarantsey added that the library follows the public sector guide on vehicle and fleet purchases, issued annually by the state agency. As the guide is updated, it may provide relevant guidance. Operations Coordinator Crystal Zastera also explained that the purchasing decision was based on the type of vehicle and its cost, rather than the number of miles driven or weight, as those factors made hybrid or electric options unfeasible. May clarified that while the library does consider electric vehicles as part of its criteria, it has not yet specifically leaned in that direction or referenced it in policy.

Motion: Director Keating moved to approve the policy as presented. Director Kiefer second, the vote was unanimous, and the motion passed.

Security and Camera Policy 4-1

Motion: Director Keating moved to approve the policy as presented. Director Kiefer second, the vote was unanimous, and the motion passed.

Board Succession Planning

May noted that two seats will be on the ballot in May 2025. The filing window for candidates opens in February and closes in March. Director Brown does not plan to seek re-election, while Director Tarantsey is the incumbent for the other seat. The election is open and anyone is welcome to file as a candidate.

Tarantsey stated that she is unsure if she will run for re-election as an incumbent. However, she believes attending the SDAO conference in February will be beneficial, as it will help her become a more effective board member for the remainder of her term and provide insight into special districts. She plans to make her decision after the conference and further peer networking. Director Kiefer

mentioned that several people had applied when there was a mid-term vacancy and suggested contacting some of them to encourage interest in the two open seats. Brown recommended the board consider forming a succession planning committee, focusing on skills and demographic diversity. She emphasized the importance of rural representation, and the commitment candidates have to the library. Kiefer suggested posting information on the website about the board election and the commitment involved. May noted that a board recruitment packet can be posted on the website and stated that she would be happy to meet with any candidates interested in running for the Board. Tarantsey highlighted the time commitment required for board members, especially for those working full-time, and suggested combining committee meetings. Kiefer agreed, stressing the need to be more upfront about the time commitment. Brown clarified that the board had requested additional meetings to increase input and improve their knowledge for better decision-making. May reminded Board members to send in their volunteer hours to Yoli Diaz each month.

EXECUTIVE SESSION

At 5:18 p.m, President Brown adjourned the meeting into executive session and then called the meeting to order for 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.

No votes or action was taken as a result of the Executive Session.

President Brown adjourned the executive session at 5:25 p.m.

ADJOURN

President Brown adjourned the meeting at 5:25 p.m.

/s/ Yoli Diaz Recording Secretary