



## **MINUTES**

### **ATTENDEES**

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

Additional attendees: Kari May (Library Director), Kelda Vath (Assistant Director, Support Services), Joan Vigil (Assistant Director, Public Services), Brynn Fogerty (Human Resources Manager), Heather Scott (Finance Manager), Ryan Bradley (Marketing Manager), Jacquelyn Bunick (Legal Counsel), and Loren Clupny (Staff Development Coordinator)

### **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 read the National Library Week proclamation in which she proclaimed April 6 – 12 National Library Week.

### **AGENDA AMENDMENTS**

Director Brown would like to add a brief update from the Personnel Committee.

Director Keating would like an update on the Ashland Art Exhibit. Director Brown included the question under Reports.

### **CONSENT AGENDA**

Director Keating noted a typo on page 4 of the February minutes.

**MOTION:** Director Tarantsey moved to approve the consent agenda with the correction of the minutes, Director Keifer second, the vote was unanimous, and the motion passed.

### **ORAL REQUESTS AND COMMUNICATIONS FROM AUDIENCE**

Two people spoke during public comment. One spoke in appreciation of the library and thanked the board and the library staff for their work. The second individual made public comment about the proposed Volunteer Policy, which was on the agenda for approval this evening.

### **REPORTS**

#### **Director's Report**

Library Director Kari May highlighted the success of the Rogue Reads author Ross Gay event. The Medford Large Meeting Room was filled with attendees. She reported that many attendees said they found out about the event through the ValPak ads for the library as well as flyers in the branches. Director Keating asked whether the Eagle

Point Jr. librarian program was at other branches as well. May responded that the program is also at the Central Point branch.

Library Director Kari May was contacted by KOBI TV for a news story on the recent Executive Order that affects IMLS. The impact to local libraries is unknown at this time. IMLS helps fund statewide databases as well as the Talking Book Library. May will send the link to the board for the KOBI interview. Director Brown asked if there was a timeline for the Executive Order. May responded that the E.O. required the departments to report what is statutorily required and what is not by the end of the week. The understanding is that the current year funding is still being allocated. Director Tarantsey thanked May for the email she sent which included information about the E.O.

Director Tarantsey asked for an update on hiring a Community Engagement Manager. Director May responded that interviews will be held this week, and final interviews will be held next week.

Director May reminded the board that the Southern Oregon PBS will be airing the “Us As We Are” show, featuring the Jackson and Josephine County libraries, tomorrow night at 8:00pm. It will be available on Passport and OnDemand.

Director Keating asked about the process of finding an artist for the Ashland art installation. May responded that the staff in Ashland have formed a committee to discuss the installation. The consensus from the Committee was to look at stained glass as a medium to pursue further. They are in the exploratory phase to determine the look and size of the piece. They will make recommendations to the Facilities Committee who will then make a recommendation to the JCLD Board. Keating asked if the installation would have an emphasis on representing the LGBTQ+ community and whether that was the committee’s decision or if it was the task they were given. May responded that the committee was tasked with finding artwork that is representative of the Ashland Community, including LGBTQ+.

Director Shepherd stated that she appreciated the new format of the Director’s report. She complimented the staff for their success in Goal 3 – Engaging the Community More Fully.

Director Brown attended the digital literacy event highlighted in the Director’s report and said it was very well done. It generated more 1:1 appointments with Technical Education specialists.

### **Jackson County Library Foundation Report**

JCLF Executive Director Ginny Auer, reported on the Dolly Parton Imagination Library event on March 4 that was co-sponsored with the United Rotary Clubs of Southern Oregon. There were 175 guests at the Rogue Valley Country Club. JCLF raised over \$21,000 that day, meeting the \$20,000 challenge match. Several attendees committed to a five-year pledge for donations, and the Foundation is still receiving pledges from previous years. The local DPIL program received a \$25,000 grant from the Arthur Dubs Foundation this year and sponsorships for the event were over \$20,000. Auer expressed excitement about the variety of ways the Foundation has been receiving funds for DPIL. In the first three years of the program, over 75,000 books have been mailed to kids in Jackson County and over 4,300 kids are registered. All the money raised will be matched by the State, which pays for half of the cost of the children enrolled. Auer also reported that Library Giving Day is coming up on April 1. The Foundation has a \$20,000 match for Library Giving Day as well.

Director Tarantsey thanks the Foundation for the handwritten thank you cards after the event and thanked both the JCLF and JCLD boards for their participation at the event.

### **Volunteer Policy**

Human Resources Manager Brynn Fogerty presented the updated Volunteer policy. Director Kiefer asked if staff

would consider accepting Pat Gordon's suggestions from public comment as friendly amendments. Tarantsey asked if the Policy Committee has looked at this policy and the Use the Library Grounds policy. The Committee received the policies and had the opportunity to review them and did not have further recommendations to the policies as presented. Fogerty and May emphasized that policies use stronger language in case there is a problem in the future and ensure that the policy is clear. Director Brown asked Attorney Bunick whether she thought the word "strictly" was necessary to include. Bunick agreed with Fogerty and May that the strength of the language is appropriate for a policy. May noted that there is a separate Volunteer Handbook that sets expectations for active volunteers.

Director Keating requested to hear what the other members of the policy committee thought of the language. Director Kiefer mostly agreed with the public comments but does not believe the language would stop people from volunteering. Director Shepherd said she was fine with the policy as written but is also willing to take it back to the Policy Committee.

**MOTION:** Director Keating moved to table the discussion and take the Volunteer Policy back to the Policy Committee for revision, Director Tarantsey second, the vote was unanimous, and the motion passed.

### **Public Use of Library Grounds Policy**

Public Services Director Joan Vigil presented the Public Use of Library Grounds Policy to the board.

Board members made several comments on definitions included in the policy and suggested changes. They also had questions about where demonstrators are permitted to gather on library property, the logistics of notifying staff if someone is petitioning or demonstrating outside the library, and the language in the electioneering section.

Brown called for a motion.

**MOTION:** Director Kiefer moved to table this discussion and refer it back to the policy committee for further review, Director Keating second, the vote was unanimous, and the motion passed.

### **Landscaping Contract**

Assistant Director of Support Services Kelda Vath presented the landscaping contract to service thirteen of the fifteen branches. Director Kiefer asked about additional landscaping for the branches. Vath explained that with this contract, staff will have the option to request additional services. Tarantsey asked about the timeline of awarding the contract, noting that the RFP was issued in October. Vath responded that April was the earliest the District could amend the current contract with Jackson County Facility Maintenance to remove landscaping services.

**MOTION:** Director Keating moved to approve the landscaping contract, Director Kiefer second, the vote was unanimous, and the motion passed.

### **Advocacy Committee Report**

Director Brown noted the report in the board packet and asked if there were any questions. Brown stated that May, Tarantsey and herself will be attending more city council meetings in the coming weeks - Medford, Ashland, and Central Point. May noted that one of the Jacksonville council members gave a shout out to the Jacksonville library. In Talent, they asked about the Technology Education team and the 1:1 appointments with the Specialists. May let the Talent City Council know about the AGE+ partnership to provide a five-week class on technology. The City Manager also followed up with her after the meeting to discuss AGE+ and the Library Champion Newsletter. Tarantsey and May will present at the Medford City Council meeting tonight.

Tarantsey said the Advocacy Committee continues to solicit testimonials through Library's advocacy page on the JCLS website. In February they called the testimonials a love letter to your library. At the Talent City Council, Tarantsey read two reviews, one from Yelp and one from Trip Advisor. One of the reviews emphasized how valuable the library was during the pandemic. Tarantsey also found that the Talent library is one of the top 13 things to do in Talent according to Trip Advisor. The Advocacy Committee will continue to present testimonials to each City Council meeting they attend.

#### **Personnel Committee**

Brown met with the consultant, Maura Deedy, to go over the timeline for Library Director Kari May's evaluation schedule. She noted a there is a meeting scheduled for April 11 to review the evaluation tool. In May, the board members and May's direct reports will meet to learn how the evaluation tool will be used.

Director Brown adjourned the meeting at 5:15 p.m.

/s/ Erinn Agne

Recording Secretary