



MINUTES

ATTENDEES

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

Absent: Board Member Viki Brown

Additional attendees: Kari May (Library Director), Kelda Vath (Assistant Director, Support Services), Joan Vigil (Assistant Director, Public Services), Heather Scott (Finance Manager), Brynn Fogerty (Human Resources Manager), Ryan Bradley (Marketing Manager), Cameron Tippins (IT Manager), Regina Mannino (Data and Analytics Coordinator), Jacquelyn Bunick (Legal Counsel), and Erinn Agne (Finance Assistant)

CALL TO ORDER/ROLL CALL

Director Kiefer called the meeting to order at 4:04 p.m. The Land Acknowledgement read and roll call was taken.

INTRODUCTIONS/PROCLAMATIONS

Director Kiefer congratulated the newly elected board members Marta Tarantsey and Patty Jensen. Library Director Kari May introduced Cameron Tippins, the new IT Manager.

CONSENT AGENDA

MOTION: Director Tarantsey moved to approve the consent agenda, Director Keating seconded; 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 that AI helped create a cohesive voice for the writing of the report. May highlighted that Libby, through the Oregon Digital Library Consortium, has increased the number of items a patron can check out at a time. May noted that the collection development team visited the SOHS Library and the SOU Hannon Library, the AGE+ program had their first graduating class, and the Advocacy Committee presented at the Central Point City Council meeting. May highlighted the library's participation in the SOESD annual library symposium and the success of the Día celebration at the end of April. May announced that the library has hired a Community Engagement Manager and their start day will be June 23. May reported that Amy Kotek Wilson, Oregon's First Lady, visited the Medford Library this morning to promote the DPIL program. Director Kiefer and May both commented on the success of library participation at Rogue Comic Con.

JCLF Report

Ginny Auer presented the JCLF Director's report. Auer announced that all of the Oregon zip codes are participating in the DPIL. Auer highlighted the partnership with the JCLD Outreach department which began with Cup of Delights and Comic Con. Auer reported that she anticipates the Foundation will join the Outreach team at the Health Fair in June at the Rogue Valley Manor. Auer noted growth in the JCLF fundraising programs and that they exceeded their \$40,000 goal to reach \$60,000 during the Library Giving Day.

Financial Report

Finance Manager Heather Scott presented the Q3 Financial Report. Scott noted that expenses are at 63% and personnel costs at 73%, which are in good standing. Scott noted that utilities, legal services, and mileage are slightly over budget, and the FY26 budget has been adjusted accordingly. Scott reported that the Grants fund is at 50%, and the Capital Improvement fund is at 25% because there are projects that have been pushed to the next fiscal year. The board discussed which projects were moving to FY26, and the definition of "in district" mileage.

Hotspot Lending Program

Support Services Assistant Director Kelda Vath and Data and Analytics Coordinator Regina Mannino presented information about the retirement of the Hotspot Lending Program. Vath described the history of the hotspot lending program, the reasons for its retirement, and how other libraries in the Urban Library Council were changing their hotspot collections. Vath noted the cost per check out, staff time commitment, and 14% loss rate of the hotspots were some of the reasons for the program's retirement. Vath announced that September 30th will be the retirement date and that patrons will be given notice when they check out a hotspot beginning in June. Vath noted the internet services the library continues to provide to the public.

The Board discussed the possibility of donating or selling the hotspots to another organization who may be able to use them. The Board asked about the loss rate and the procedures for following up with patrons who did not return the hotspots. They discussed the efforts of the Oregon Broadband Office and Hunter Communications to provide internet services to a wider area and thanked Vath and staff who evaluated the program for their detailed presentation and their hard work. Directors Keating and Shepherd expressed disappointment in ending what has been a popular program but understood why the decision was made.

Ashland Art Installation

Library Director Kari May presented the proposal for the stained-glass art installation to be located on two windowpanes in the stairwell of the Ashland branch. May explained that with the recommended proposal, the Library would issue a call for quotes to the local art community in Ashland with a budget not exceeding \$25,000. The board discussed using the term "stained-glass effect" in the call for quotes and that restricted funds would fund the art installation. Director Shepherd expressed the desire to direct attention to the Medford art installation as well. May stated that both the art installation projects are moving forward, and the Medford art installation will have a proposal brought to the board in the coming months.

MOTION: Director Tarantsey moved to approve the proposal to put out a call for quotes for the Ashland art installation with a budget not to exceed \$25,000. Director Keating seconded. Director Kiefer, Keating, and Tarantsey voted in favor. Director Shepherd against. The motion passed.

Animals in the Library Policy

Assistant Director of Public Services Joan Vigil presented the updated Animals in the Library Policy. Vigil highlighted the changes to the policy which included a change in the policy name, clarification that animals will not be denied entrance due to patron's allergies or discomfort with animals, and an addition that prohibits animals being tethered outside of the library.

MOTION: Director Keating moved to approve the updated Animals of the Library Policy, Director Kiefer seconded; the vote was unanimous, and the motion passed.

Meeting Room Policy

Assistant Director of Public Services Joan Vigil presented the updated Meeting Room Policy. Vigil noted the changes to the policy, which included standardizing the meeting room access hours across the district, adding a list of prohibited items in meeting rooms, and adding an exception allowing youth focused events to be closed to the public. Vigil noted new sections in the policy, one outlining the responsibility for meeting room users to arrange security if necessary and another for study rooms that reflects the difference between meeting and study rooms.

The board discussed what meetings may require additional security.

MOTION: Director Tarantsey moved to approve the updated Meeting Room Policy, Director Keating seconded; the vote was unanimous, and the motion passed.

Facilities Committee Report

Director Keating reported that the Facilities Committee discussed the Pollinator Project being moved to FY26, the Ashland Art installation options, and the proposed ELEA in Ashland. Director Keating attended the Ashland City Council meeting with intent to speak on the library's behalf, but there was not enough time to discuss the ELEA at the meeting.

Policy Committee

Director Keating reported that the Policy Committee discussed the Animals in the Library Policy and the Meeting Room Policy in preparation to present them at the meeting today. Keating reported that revisions to the Employee Handbook have been made. Library Director May reported that the Policy Committee is to give feedback on the changes and that the JCLD Board will schedule a work session to discuss the changes. May noted that some of the additions were recommended by SDAO.

Finance Committee

Director Kiefer reported that the Finance Committee reviewed the 3rd quarter financial reports and discussed the budget in preparation for the Budget Committee meeting earlier in the month.

Personnel Committee

Director Tarantsey reported on the Personnel Committee's preparation for the Library Director's evaluation and the JCLD Board meeting with Consultant Maura Deedy. Director Kiefer noted that the evaluation feedback from Board members is due today.

Director Kiefer adjourned the meeting at 5:09pm and the JCLD Board moved into Executive Session pursuant to ORS 192.660(2)(h) to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

/s/ Erinn Agne

Recording Secretary