



**JACKSON COUNTY LIBRARY DISTRICT (JCLD)**  
**REGULAR BOARD MEETING AGENDA**  
Board Meeting Room, Medford Branch Library  
205 S Central Ave, Medford, OR  
Dial 1-669-900-6833 to attend by phone  
Enter Meeting ID (access code): 965 9527 6734  
Or, click the link below to attend using Zoom:  
<https://zoom.us/j/96595276734>  
**October 15, 2025, at 4:00 p.m.**

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**CALL TO ORDER/ROLL CALL**

**LAND ACKNOWLEDGEMENT**

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**ADJOURNMENT**

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**FUTURE MEETINGS/EVENTS/OBSERVANCES:**

October 22-24, 2025 ULC Annual Leadership Forum

November 5, 2025 Board Work Session

November 19, 2025 Regular Board Meeting

*The Jackson County Library District Board meets regularly at 4:00 p.m. on the third Wednesday of every month at the Medford Library in the Board Conference Room, unless otherwise noticed. You may find proposed agendas and prior meeting minutes at [www.jcls.org](http://www.jcls.org). If you have further questions or would like to be added to the email notification list, please contact the Executive Assistant at 541-774-6406 or [director@jcls.org](mailto:director@jcls.org).*

*If a physical accommodation is needed to participate in a Jackson County Library District meeting, please contact the Executive Assistant at 541-774-6406. Notification of at least 48 hours prior to the meeting, preferably in writing, will assist us in providing reasonable accommodation.*



**BEFORE THE JACKSON COUNTY LIBRARY DISTRICT BOARD  
IN THE MATTER OF PROCLAIMING OCTOBER 19 – 25, 2024  
AS NATIONAL FRIENDS OF LIBRARIES WEEK**

**Whereas**, Friends of the Jackson County Library Branches raise money that enables our libraries to move from good to great -- providing the resources for additional programming, much needed equipment, support for children's summer reading, and special events throughout the year;

**Whereas**, the support of the Friends highlights the fact that our libraries are the cornerstone of the community; providing opportunities for all to engage in the joy of life-long learning and connect with the thoughts and ideas of others;

**Whereas**, the Friends understand the critical importance of well-funded libraries and advocate to ensure that our libraries get the resources they need to provide a wide variety of services to all ages, including access to print and electronic materials, along with expert assistance in research, readers' advisory, and children's services; and

**Whereas**, the Friends' gifts of their time and commitment to the library sets an example for all in how volunteerism leads to positive civic engagement and the betterment of our community;

**Now, therefore, be it resolved that** the Jackson County Library Board of Directors proclaims October 19-25, 2025, as Friends of Libraries Week in Jackson County, Oregon, and urges everyone to join the Friends of the Library and thank them for all they do to make our library and community so much better.

DATED this 15th day of October, 2025

**JACKSON COUNTY LIBRARY DISTRICT BOARD**

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Susan Kiefer, President



## **MINUTES**

### **ATTENDEES**

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

Additional attendees: Kari May (Library Director), Kelda Vath (Assistant Director, Support Services), Joan Vigil (Assistant Director, Public Services), Bryn Fogerty (HR Manager), Jacquelyn Bunick (Legal Counsel), and Yoli Diaz (Executive Assistant)

### **CALL TO ORDER/ROLL CALL**

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

### **CONSENT AGENDA**

**MOTION:** Director Keating moved to approve the consent agenda; Director Tarantsey seconded, the vote was unanimous, and the motion passed.

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

None.

### **REPORTS**

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

Library Director May shared highlights from August, the final month of the summer reading program, noting its success and mentioning that a full report will be available next month. She highlighted ongoing activities across the library system, including the Eagle Point Library's annual tradition of hosting Japanese exchange students as part of the City of Eagle Point's tour. Several branches also welcomed Cindy's Pigeon Service, giving patrons a hands-on experience with pigeons.

A new 30-minute segment has launched on the Jefferson Exchange, featuring Ashland Branch Manager Kristin Anderson and Community Engagement Manager Josh Letsinger. This month's topic focused on Hispanic Heritage Month and included guest Milagros Morales. The segment airs live every second Tuesday and is also recorded for later viewing.

May also mentioned the library's regular presence at the Applegate Market throughout this summer, where she and Business Librarian Roslyn Donald enjoyed engaging with the community. Lastly, the library's new Digital Collections Librarian, April Bozada-Armstrong, attended Digipalooza in Cleveland, OH a based conference sponsored by OverDrive's Libby platform which focused on trends in digital collections.

Director Jensen inquired about how surveys are being conducted for patrons experiencing homelessness or housing insecurity. May responded that she believes they are reaching this group through those currently using the library, noting that the survey was still open at the time the report was written. Director Tarantsey added

that 45 surveys had been collected so far, which she was pleased to see. Tarantsey suggested sharing the survey results summary with the County Commissioners. Director Jensen shared that the Director's Report is her favorite part of the packet, expressing that she is always impressed by the wide range of activities and services the library provides and especially enjoys seeing the accompanying photos. Lastly, Director May shared that the Medford Library will be hosting the *Enchanted Library Fair* this Sunday from 12 to 4 p.m. She welcomed everyone to stop by and take part in the magic at the Library.

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

Foundation Executive Director Ginny Auer gave a brief update, starting with a celebration of the first *Well Read Book Club* event at Remotion Winery, which was a great success with around 35 attendees. The featured book was *The Midnight Library*, and several JCLS staff members were present. She thanked everyone who joined and shared that the next book club meeting is scheduled for October 16 at 6:00 p.m. at RoxyAnn Winery, featuring *So Far Gone* by Jess Walter. Notably, Walter will also be visiting the following week for an author talk and writing workshop, sponsored by the Foundation in partnership with the library. Auer expressed excitement about returning to in-person author events after a long period of virtual-only options.

Auer also highlighted the success of the Rotary's Spotlight Highwayman musical performance in partnership with the Camelot Theatre, which nearly sold out its 150-seat venue and raised \$5,000 for Dolly Parton's Imagination Library, enough to support approximately 160 children. Auer emphasized the power of teamwork in making this happen.

The Library Director's book club for major donors is scheduled for October 21.

Director Shepherd complimented the Foundation's work and mentioned the large electronic billboard near the airport, which she thought looked great. May added that Lamar Sign Company donated billboard space for the Imagination Library campaign across the nation.

### **UNFINISHED BUSINESS**

#### **Statistical Report & Strategic Plan Update**

Regina Mannino, Data & Analytics Coordinator, along with Kelda Vath, Assistant Director of Support Services, provided a follow-up to last month's presentation on the Statistical Report. Mannino addressed several questions, including what is categorized as an "incident" under services provided by the Community Resources Team. She clarified this using graph and explained that "unattended children" is tracked as its own separate category and is not included in the "other" category. Mannino also shared that some feedback received suggested that adding labels for library averages would be helpful for the ULC data, though she noted that particular chart was not created by her. Regarding the incident reports, she stated that about 10% of the reported incidents involved police.

### **NEW BUSINESS**

#### **2025 Work Session Topics Overview**

Director Kiefer presented proposed topics for the 2025 Board Work Sessions and invited board members to share any additional ideas, objectives, or suggestions. The upcoming session topics are:

- **October** – Metrics and Strategic Objectives
- **November** – United for Libraries Virtual Conference / Board Goals
- **December** – Facilities Master Plan/Strategic Planning

A link to the United for Libraries Conference videos will be sent to board members to watch individually in preparation for the November session. Director Tarantsey suggested that during the November 5th session, the two board members attending the Advocacy Conference in October provide an update on their experience.

Director May offered a clarification regarding the December topic, explaining that the discussion will support the broader strategic planning process. She suggested retitling the December session to reflect that focus emphasizing that it will include the Facilities Master Plan along with related data and information to better align with strategic planning efforts.

### **JCLD JCLF MOU Amendment**

Director Kiefer presented the amended Memorandum of Understanding (MOU) between Jackson County Library District and the Foundation. Director Jensen suggested a wording change in Section 2 of the Agreements section replacing "term" with "return," and that revision will be made.

Director Kiefer expressed that both the Foundation and JCLD are pleased with the partnership and feel it is functioning well. Director May added that feedback from the Relationship Committee had noted this update should have occurred a few months earlier. She emphasized that this review is part of the annual agreement process to ensure the terms remain beneficial for both parties and shared her satisfaction in seeing the partnership continue and move forward.

**MOTION:** Director Jensen moved to approve JCLD JCLF MOU Amendment 4, Director Tarantsey seconded; the vote was unanimous, and the motion passed.

### **Directors FY26 Goals**

Director Tarantsey, along with Director Keating, presented the Library Director's Goals for the current fiscal year to the board. Tarantsey emphasized that the Director's goals are being aligned with both mid-range goals and broader annual objectives, which will be key priorities in the coming year.

The three proposed goals are:

- 1. Draft and adopt the 2026–2030 Strategic Plan**
- 2. Increase awareness of library services across Jackson County**
- 3. Maintain a 5-Year Budget Forecast**

**Goal 1 – *Draft and Adopt the 2026–2030 Strategic Plan*** – Director Tarantsey noted that the drafting and presentation process is underway, with the goal of finalizing and adopting the plan by May 2026 and beginning implementation in June 2026.

**Goal 2 – *Increase awareness of library services across Jackson County*** – will rely on several key components: the implementation of the Library's Marketing Plan, the creation and distribution of the FY25 Annual Report, and achieving a measurable 5% increase in active library cardholders.

**Goal 3 – *Maintain a 5-Year Budget Forecast*** – will depend on the work of the internal financial team to develop and present a comprehensive five-year financial forecast to support long-term planning and sustainability.

Director Tarantsey noted that the finalized goals will be shared with board members via email. Director May added that these goals were developed collaboratively and encouraged input from board members who were not part of the personnel committee. She invited any thoughts, suggestions, or additional goals to be considered at this time.

Director Tarantsey reminded board members to keep their calendars reasonably available to support the planning and implementation of the strategic goals. Director Keating shared that his one-on-one meetings with Library Director May have been very valuable and encouraged other board members to schedule individual meetings with her. Director May added that she is always happy to meet and welcomes any questions or concerns board members may have.

A consensus is sufficient for moving forward, emphasizing that the goals are living documents and can be adjusted as needed over time to reflect evolving priorities or new insights.

## **COMMITTEE REPORTS**

### **Relationship Committee**

Director Jensen shared that she and Patty V. have committed to meeting and that plans are in place to do so soon ahead of the next board meeting. Overall, the two Patty's are actively working on strengthening their collaboration.

Director May added that a tentative joint social gathering is being proposed for February during Rogue Reads, with plans for a reception between the two boards beforehand. Director Kiefer encouraged the District Board to make an effort to participate in this event, emphasizing the positive collaboration between the District and the Foundation. She noted that the Foundation Board is growing, with many new faces, and they would appreciate the opportunity to get to know the District Board better.

Director Keating inquired about how often the Foundation provides reports. Ginny clarified that while fundraising activity can fluctuate throughout the year, the Foundation is scheduled to report to the Board twice a year, as outlined in its charter and work plan. These biannual updates will include key benchmarks and progress, aligning with the expected cadence of reporting.

### **Strategic Planning Committee**

Director Tarantsey reported that the committee met recently on September 16, with Board Member Shepherd also participating. She noted that the committee is working under a very aggressive timeline, something she sees as positive and motivating. The next meeting is scheduled for one hour prior to the October 3rd Board Work Session, where the group will focus on identifying key stakeholders to include in the strategic planning process.

Tarantsey encouraged board members to stay tuned, as concrete dates for town halls, listening sessions, and other engagement opportunities are in development. She added that they are also working on crafting the right branding for the initiative, and board members will be welcome to join these upcoming events.

Director Kiefer adjourned the meeting at 5:05 p.m.

/s/ Yoli Diaz - Recording Secretary



# DIRECTOR'S REPORT

This report is designed to align with the strategic goals as outlined in the 2022-2026 Strategic Plan. It demonstrates how the programs, services, and activities accomplished this month further the Library's mission to connect everyone to information, ideas, and each other. To ensure a consistent voice among contributors, ChatGPT was used to assist with editing.

## **Goal 1: Energize Library Services & Resources**

### **Strategy 1: Improve and Enhance the Collections**



The Ashland Branch refreshed its adult area by replacing old shelving with new display furniture designed to showcase the nonfiction collection. These displays create a more open, inviting space while helping patrons discover materials that might otherwise be overlooked.

OverDrive Co-founder and CEO Steve Potash visited the Medford Library following a meeting with Blackstone Publishing. He shared updates on upcoming improvements and new features for Libby, as well as ways OverDrive continues to support libraries through initiatives like the Check Out Your Library campaign. Potash was engaged and enthusiastic, taking time to hear staff feedback about Libby and JCLS's upcoming transition to its own OverDrive platform.

The first LEAP bags are set for a soft launch at the Medford and Central Point branches. This limited initial release allows staff to identify and resolve any issues before expanding the collection district-wide. Catalog records are already live, with additional entries to be added in the coming months.

Brainfuse, the creator of HelpNow JCLS's online homework help resource, reached out with an offer to let local schools post a direct link to HelpNow on their student resource pages at no additional cost. JCLS saw this as an excellent opportunity to expand access to the service and shared the information with the Education Services team to help spread the word to Jackson County schools.

## **Strategy 2: Diversify and Increase Programming and Events**

Business Librarian Roslyn Donald coordinated the first classes for the Rural Entrepreneur in Residence (EIR) program at the Applegate Library. These classes feature two local business owners, Don Tipping of Siskiyou Seeds and Colene Milligan of Sweet Colene Art, speaking on how to start and grow agricultural or creative businesses. Both highlight the unique opportunities and challenges of operating a business in a rural community.

Spanish Services Coordinator Milagros Morales visited the Ashland, Talent, White City, Medford, Ruch, Shady Cove, Gold Hill, and Eagle Point branches to host Make Your Own Piñata programs. Attendance has been strong, with patrons expressing appreciation for the library's culturally diverse programming. Many families Morales met during El Mercadito also attended the Medford session, making for a warm and familiar community connection.

Community Resource Specialist Maddy Tuttle and Community Resource Manager Thaddeus Crawford from the Community Resources Department brought DART to Overdose Awareness Day, an annual event hosted by the nonprofit Max's Mission. They provided attendees with information about library resources, programming, and the digital collection, ensuring JCLS and DART remained visible and supportive within the community.

## **Strategy 4: Current and Accessible Technology**

At the Eagle Point Branch, Interim Manager Jenna Steigleder-Vonarx assisted a visiting patron from Germany who needed to print and fax documents after a car accident. The patron's mother, a regular library user, had referred them to the branch for help. With Steigleder-Vonarx's support, the patron was able to complete the paperwork with ease, finding calm in what could have been a stressful experience.

At a yoga class in Jacksonville, Branch Manager Rina Pryor introduced library services and was met with a heartfelt testimonial from a participant who shared that a Tech Ed Specialist had "saved her life" by helping with her phone. Pryor used the moment to spotlight the wide range of technology support available through the library. When asked, only a few attendees were aware of these services, making the introduction especially impactful and leaving participants excited to know such help is free and accessible at their local branch.

## **Strategic Plan Goal 2: Extend Access to the Library**

### **Strategy 2 – Diversify and increase programming and events**

The 2025 Fall Quarter introduces a new approach, moving away from themed programming to launch the library's literacy-focused model. While summer featured Embracing the Wild, fall returns to programming fundamentals without sacrificing variety. Branches are offering a diverse lineup, including Arts & Crafts, Civic Engagement, Health & Wellness, and Gardening, along with Spanish language programs and events celebrating Latinx Heritage Month. This new model empowers branches to create programs that are thoughtfully tailored to the unique needs and interests of their communities.



Fall also launches a new Author Talk series, beginning with Jess Walter, author of *The Financial Lives of the Poets* and his latest book, *So Far Gone*, visiting the Medford Branch in October. He will lead two programs: an intimate conversation with local writers exploring the craft of writing, and a broader author talk featuring a brief presentation, Q&A, and book signing. JCLS is thrilled to welcome such a prominent author to the area. The next major Author Talk will take place during Rogue Reads in February, featuring Shelby VanPelt.

The Marketing Department and Technical Services have launched a new collaboration to better leverage the public catalog, directing patrons to JCLS website resources. This includes promoting offerings like the ambient storytime videos available on JCLS Beyond, the JCLS YouTube channel.

JCLS partnered with the Osher Lifelong Learning Institute (OLLI at SOU) to offer a four-week series exploring a wide range of library services. Week 1 featured Technical Services Manager Ashley Johnson and Technology Education Supervisor Eric Molinsky, who covered Navigating JCLS.org, including the OPAC. Week 2 focused on in-library services, presented by Adult Services Librarian, Ellie Anderson. Week 3 highlighted connections beyond the library, with Community Engagement Manager Josh Letsinger discussing Community Engagement. The series concluded in week 4 with Library Director Kari May, presenting on JCLS Structure and Funding. Attendees provided positive feedback and engaged with thoughtful questions throughout the series.



Shady Cove hosted an immersive presentation on Kyrgyzstan, led by Maha and Guma, who shared a wealth of information about the country and its culture. The presenters brought the program to life by wearing traditional clothing and showcasing musical instruments, games, and beautifully handmade felt ornaments. Attendees participated in learning a traditional dance, sampled authentic Kyrgyz foods and joined a trivia session, with prizes including chocolate and a handcrafted vest. The program was lively and engaging, and patrons stayed afterward to chat and connect over the experience.



In partnership with the Spanish Services Coordinator, the White City Library hosted its third Latinx Heritage Month celebration. Patrons enjoyed playing Lotería, a traditional Mexican game of chance similar to bingo, watched Encanto, and took turns at the piñata. Snacks and drinks were provided by local vendor DD Delights, adding to the festive atmosphere.



Staff from Medford, Ashland, and Eagle Point branches presented E.L.F. (Enchanted Library Faire), drawing hundreds of patrons to the Medford Library. Sponsored by the Friends of the Medford Library, the event featured live combat and music, face painting, a calligraphy guild, garden story time with magical mocktails, a scavenger hunt, book-themed fortune telling, and a costume contest. The Friends bookshop served as a prize stop, and library volunteers helped secure prop weapons. One staff member served as "Queen" and their partner as "King."

Patrons of all ages enjoyed the festivities, with many in costume, and staff stopped by to participate and celebrate alongside the community. Performers included Ashemark Belegarth Medieval Combat Society, Calligrapher's Guild of Ashland, Jean Christophe the Bard, and Miss Annie for face painting. The event brought smiles and laughter, making it a memorable experience for all.



September at the Central Point Branch was met with celebration for Fat Bear Month, coinciding with Katmai National Park's annual Fat Bear Week. This is the third year the branch has highlighted the bears, and this year they even received unsolicited campaign posters from a local school. Bears are featured on the library television, sparking curiosity and positive feedback from patrons. Programming includes preschoolers designing sweaters for the bears during post-storytime crafts and Lego Club participants building Lego homes for them. The event continues to be a beloved, community building tradition each fall.

A Medford patron who attended the Windows in Time program on the evolving narrative of the historic Hanley Farm shared: "I loved the Windows in Time presentation. I'm new to the valley and am especially interested in native peoples' history as well as pioneer history. This was an interesting take on how to combine them as a shared story."

### **Strategy 3 – Work to remove barriers to use of the Library**

In late July, the Ruch Branch began hosting weekly visits from Resource Specialist Leigh Madsen. The regular presence has allowed staff to promote the service through fliers and word of mouth, and patrons are gradually taking advantage of this drop-in opportunity to share their stories and access support. This month, Leigh helped one patron set up an email and start the process for Social Security benefits, and assisted another patron living at a campground in finding shelter and connecting with mental health care. Regular visits have made it easier for patrons to seek help when they are ready, with the comfort of seeing a familiar face.

At the Phoenix Branch, Branch Manager Jody Fleming helped a patron who was feeling stressed about a traffic ticket. Fleming walked through the information on the ticket and shared her own similar experience, offering reassurance and support. The patron left feeling more confident and comforted, knowing they had guidance and someone to talk to about the situation.

## **Goal 3: Engage the Community More Fully**

### **Strategy 1: Increase Outreach and Community Partnerships**

The Eagle Point Library hosted a food donation barrel in support of ACCESS, which provides food, shelter, and essential services to low-income children, families, seniors, veterans, and people with disabilities in Jackson County. The program was a collaboration between the Community Resources Department and several JCLS branches, and it was very successful. So many donations were received that ACCESS needed to pick up the barrel mid-month to make room for additional contributions.

This month, the Rogue River Branch launched a weekly book recommendation column in the Rogue River Press. Reporter Lori Centanni approached Branch Manager David Haywood with the idea, and staff were eager to participate. For the first entry, Centanni interviewed Library Associate Jax Gordon. Haywood also extended the opportunity to the Gold Hill Branch, providing a chance to highlight their book clubs and connect with the community.



Shady Cove's Seed, Salsa, and Savors event was a great success, bringing together community members and local gardeners for a luncheon celebrating the season's harvest. The event also featured a plant swap, where participants shared extra plants, and a seed exchange to support next year's seed library making for a lively and collaborative afternoon.

In celebration of National Teddy Bear Day, the Gold Hill Library partnered with Patrick Elementary to host a “Read to a Teddy Bear” program. Students visited the library to practice their reading skills with a cozy, stuffed audience, making for a fun and confidence-building experience

In partnership with the Master Gardeners, the Talent Library launched a seven-week series designed to connect rural older adults through gardening. Each week focused on a different topic, such as houseplant care and plant propagation. Participants not only expanded their gardening knowledge but also built connections with others who share their interests, taking home free items like potted plants and portable grow lights. The first four sessions were held in September, with three more planned for October.

Following a successful spring lecture series, Ashland Adult Services partnered with PlayOn Shakespeare for a new program in September. Each Thursday, patrons gathered to read Henry IV, Part I together, with Oregon Shakespeare Festival actors Miriam Laube and Cedric Lamar reading the lead roles and leading post-scene discussions. The series aimed to deepen understanding of the play ahead of its 2026 OSF production. Participants, including local actors, scholars, and Shakespeare enthusiasts expressed great enthusiasm and hope for future collaborations between the library and PlayOn.

Outreach to Child Care specialists Bethany Peabody and Eva Nava, along with Outreach Supervisor Amanda Maya-Dickson, joined the Outreach Team at the Rogue Valley Growers & Crafters Market on Thursdays. They promoted Library Card Sign-Up Month, distributed books, and shared library information, resulting in many interactions and new library card sign-ups.

Business Librarian Roslyn Donald hosted networking events for two local business groups in September, the Rogue River Chamber monthly dinner and the Talent Business Alliance monthly mixer, to promote National Library Card Sign-Up Month. At the Rogue River event, Donald registered new library cards, with an increase of 22% signup rate from the 20 attendees.

At Table Rock Elementary’s Back to School Night, the Educational Services team reached one of its largest crowds, interacting with many attendees. Childcare Specialist Eva Nava provided bilingual support, helping numerous families sign up for library cards and connect with library resources.

### **Strategy 3: Support Professional Development in Tech, Training, and Inclusion**

The 5th annual JCLS Vaccine Clinic was held September 14–15 at the Medford and Ashland branches, offering flu vaccines to staff and their dependents. In partnership with Wellness 2000, over 55 shots were administered.



Adult Selection Librarian Felishia Jenkins attended the 2025 national REFORMA conference, learning about successful and less successful initiatives from other libraries serving Spanish-speaking patrons. Alongside Youth Selection Librarian Monica Owens, she connected with exhibitors and gathered publisher and vendor information to support Collection Development's plans for updating the Spanish collections this fiscal year.



JCLS Staff Day took place on September 26 at Rogue X in Medford. This day provided opportunities for connection and professional development, featuring two keynote speakers, three breakout session tracks, and a lunch from Rogue Salad Company. Staff enjoyed the day and the chance to engage with colleagues across the system.

The Technology Education (Tech Ed) team supported two tracks during JCLS Staff Day 2025. In Breakout 1, staff shared tips for working with older adults, including interactive role-playing exercises. In Breakout 2, Tech ED Specialist Nicole Vukcevic and Tech ED Supervisor Eric Molinsky assisted the Collection Development Department with quick "lightning" how-to sessions on the digital collection and the devices used to access it.

Spanish Services Coordinator Milagros Morales, joined by On Call Sub Alexis Gossage and Library Specialist Amy Fann, attended Coalición Fortaleza's El Mercadito at Britt Gardens, connecting with nearly 600 community members eager to learn about upcoming Spanish programming.

Morales also attended Jewett Elementary's Back to School Night with Library Specialist Abigail Awai, sharing library resources with parents while students selected books to take home. Additionally, Morales participated in Talent Middle School's Open House, further promoting library services to families.

## **Strategy 2: Create Ongoing Community Processes to Engage Residents**

The Patron Program Survey, facilitated by the Programs Optimization Project (POP) Taskforce, has concluded with over 200 responses collected. Programs Coordinator Brystan Strong and Data & Analytics Coordinator Regina Mannino are now reviewing the results. The findings will serve as a foundation for Brystan's upcoming conversations with branches about future programming planning and development.

## **Goal 4: Nurture the Library's Infrastructure**

### **Strategy 1: Foster additional internal communication and engagement across all branches**

As the Programs Optimization Project (POP) approaches the end of its term, the team is finalizing several major initiatives. The framework for the new Signature Program Catalog is nearly complete. Designed to feature easily replicable and scalable programs such as crafts, book discussions, STEM activities, and financial literacy workshops the catalog will provide descriptions, instructions, supply lists, and best practices. It will serve as a valuable resource for branch managers and public services staff, making it simple to "grab an idea and run with it."

The rollout will coincide with the launch of the refreshed Programming SharePoint Page, a centralized staff dashboard with training materials, forms, and programming resources. Both the catalog and the updated SharePoint page are expected to launch in November 2025.

### **Strategy 2: Explore internal reorganization options**

As presented at the May 21, 2025 Board Meeting, the WiFi Hotspot Collection was officially retired on October 1, 2025. The transition was carefully planned and executed under the leadership of Technical Services Manager Ashley Johnson, with ongoing support from Collection Development Manager Laurin Arnold and the IT Department.

The library card campaign generated strong social media engagement around the new design and video, resulting in 1,411 new card sign-ups in September—the highest for any month in the past 15 months. Patrons praised the campaign’s accessibility and creativity, and visibility was boosted through community tabling and outreach.



## JCLD Board Meeting

## Agenda Item Memo

Date: October 15, 2025

**Title:** JCLD JCLF MOU

**From:** Kari May, Library Director

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### **Summary:**

This memo outlines a minor update to Amendment 4 JCLD JCLF Memorandum of Understanding. Specifically, the phrase "Is not approved by the JCLD Board" has been removed from Section 2, last line of the Agreement.

### **Recommendation:**

Approval and Board action is required.

### **Resource Requirements:**

No additional resources are required. This is a language clarification only and supports the ongoing collaboration and alignment between JCLD and JCLF.



## AMENDMENT 4 TO MEMORANDUM OF UNDERSTANDING

Effective Date: July 1, 2025

Parties: **Jackson County Library District (“JCLD”)**  
**Jackson County Library Foundation (“JCLF”)**

### Recitals

A. On July 1, 2021, the parties entered into a Memorandum of Understanding (“MOU”) under which JCLD would provide assistance to JCLF to facilitate its operation and fulfillment of its stated mission in exchange for JCLF seeking and providing financial support through its operations for the direct benefit of JCLD and the community JCLD serves.

B. The initial term of the MOU was for a period of three (3) years as of July 1, 2021, ending June 30, 2024. The MOU provides for an option to amend and extend the MOU upon written consent by the Parties under terms and conditions that are mutually agreeable to both Parties.

C. The MOU was amended, effective July 1, 2022, pursuant to Amendment 1 to MOU, to revise Section 2.0, remove Section 2.1, and replace Schedule A to the MOU.

D. The MOU was amended, effective June 21, 2023, pursuant to Amendment 2 to MOU, to revise Schedule A to the MOU.

E. The MOU was amended, effective July 1, 2024, pursuant to Amendment 3 to MOU.

**NOW, THEREFORE**, in consideration of the mutual covenants and conditions contained herein, the parties agree as follows:

### Agreements

1. The Recitals set forth above are incorporated herein and deemed a material part of this Extension and Amendment Four of the MOU.

2. The MOU, as amended, shall be extended for an additional term of one (1) year, commencing July 1, 2025 and terminating on June 30, 2026. With an option to renew for up to three (3) additional one (1) year terms, upon the mutual consent of both Parties. JCLD specifically reserves the right to not consent to enter into renewal terms if, in its sole discretion, it determines renewal is not likely to generate a favorable return on its investment, is not approved by ~~the JCLD Board, or~~ JCLD loses funding to maintain the support.

3. Except as modified by this Amendment 4 to MOU, the MOU, as previously amended, is ratified and affirmed by the parties.

IN WITNESS WHEREOF, the parties have executed this Amendment 4 to MOU as of the date set forth above.

**JACKSON COUNTY LIBRARY DISTRICT**

\_\_\_\_\_

Date: \_\_\_\_\_

By: Susan Kiefer  
Title: Board President

*Approved as to legal sufficiency:*

\_\_\_\_\_

Jacquelyn Bunick, Library District Counsel

**JACKSON COUNTY LIBRARY FOUNDATION**

\_\_\_\_\_

Date: \_\_\_\_\_

By: Sue Collins  
  
Title: Board President

*Approved as to legal sufficiency:*

\_\_\_\_\_

Jennifer Nicholls, Jackson County Library Foundation Counsel

## AMENDMENT 4 TO MEMORANDUM OF UNDERSTANDING

Effective Date: July 1, 2025

Parties: **Jackson County Library District (“JCLD”)**  
**Jackson County Library Foundation (“JCLF”)**

### Recitals

A. On July 1, 2021, the parties entered into a Memorandum of Understanding (“MOU”) under which JCLD would provide assistance to JCLF to facilitate its operation and fulfillment of its stated mission in exchange for JCLF seeking and providing financial support through its operations for the direct benefit of JCLD and the community JCLD serves.

B. The initial term of the MOU was for a period of three (3) years as of July 1, 2021, ending June 30, 2024. The MOU provides for an option to amend and extend the MOU upon written consent by the Parties under terms and conditions that are mutually agreeable to both Parties.

C. The MOU was amended, effective July 1, 2022, pursuant to Amendment 1 to MOU, to revise Section 2.0, remove Section 2.1, and replace Schedule A to the MOU.

D. The MOU was amended, effective June 21, 2023, pursuant to Amendment 2 to MOU, to revise Schedule A to the MOU.

E. The MOU was amended, effective July 1, 2024, pursuant to Amendment 3 to MOU.

**NOW, THEREFORE**, in consideration of the mutual covenants and conditions contained herein, the parties agree as follows:

### Agreements

1. The Recitals set forth above are incorporated herein and deemed a material part of this Extension and Amendment Four of the MOU.

2. The MOU, as amended, shall be extended for an additional term of one (1) year, commencing July 1, 2025 and terminating on June 30, 2026. With an option to renew for up to three (3) additional one (1) year terms, upon the mutual consent of both Parties. JCLD specifically reserves the right to not consent to enter into renewal terms if, in its sole discretion, it determines renewal is not likely to generate a favorable return on its investment, is not approved by JCLD loses funding to maintain the support.

3. Except as modified by this Amendment 4 to MOU, the MOU, as previously amended, is ratified and affirmed by the parties.

IN WITNESS WHEREOF, the parties have executed this Amendment 4 to MOU as of the date set forth above.

**JACKSON COUNTY LIBRARY DISTRICT**

\_\_\_\_\_

Date: \_\_\_\_\_

By: Susan Kiefer  
Title: Board President

*Approved as to legal sufficiency:*

\_\_\_\_\_

Jacquelyn Bunick, Library District Counsel

**JACKSON COUNTY LIBRARY FOUNDATION**

\_\_\_\_\_

Date: \_\_\_\_\_

By: Sue Collins  
  
Title: Board President

*Approved as to legal sufficiency:*

\_\_\_\_\_

Jennifer Nicholls, Jackson County Library Foundation Counsel



## JCLD Board Meeting

## Agenda Item Memo

Date: October 15, 2025

**Title:** State Statistical Report FY25

**From:** Kelda Vath, Assistant Director of Support Services

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### **Recommendation:**

Assistant Director Vath recommends the annual state statistical data report be approved as presented. The final data will be submitted to the State Library of Oregon by the deadline of October 31, 2025.

### **Resource Requirements:**

N/A

### **Policies, Plans, and Goals Supported:**

To meet obligations to the State Library of Oregon.

### **Background and Additional Information:**

ORS 357.520 requires all public libraries in Oregon to “make an annual report to the State Library and to the [library] governing body on a form supplied by the State Library.” The Oregon Public Library Statistical Report meets this legal requirement. More importantly, it gathers information about public libraries in Oregon that can be used in advocacy and planning at the local, state, and national levels for improved public library services.

The Data & Metrics/Finance Committee reviewed preliminary FY25 data at their meeting on September 29, 2025, and the report data was also shared at the Board Work Session held October 1, 2025. The information presented in this report has been updated based on the questions and comments from those meetings and will be used to certify and submit JCLS statistics to the State Library of Oregon.

### **Attachments:**

State Statistical Report FY25

Part 1	General Information	FY23	FY24	FY25	% of Change
101	Official name of library	Jackson County Library Services	Jackson County Library Services	<b>Jackson County Library Services</b>	
102	Street address	205 S Central Ave	205 S Central Ave	<b>205 S Central Ave</b>	
103	City	Medford	Medford	<b>Medford</b>	
104	Zip	97501	97501	<b>97501</b>	
105	Mailing address	205 S Central Ave	205 S Central Ave	<b>205 S Central Ave</b>	
106	City	Medford	Medford	<b>Medford</b>	
107	Zip	97501	97501	<b>97501</b>	
108	County	Jackson	Jackson	<b>Jackson</b>	
109	Library's main phone number	5417748673	5417748673	<b>5417748673</b>	
110	District or Cooperative Membership		district	<b>district</b>	
111	Boundary change	No	No	<b>No</b>	
113	Have any branches moved or changed address?	No	No	<b>No</b>	
114	Central Library	1	1	<b>1</b>	0.0%
115	Branches	14	14	<b>14</b>	0.0%
116	Bookmobiles	0	0	<b>0</b>	
118	Number of registered users.	120,091	105,824	<b>103,389</b>	<b>-2.3%</b>
119	Number of new registered users added.	9,672	10,997	<b>10,914</b>	<b>-0.8%</b>

Part 2	Staff & Volunteers	FY23	FY24	FY25	% of Change
201	Number of librarians with ALA/MLIS.	24	24	25	4.2%
203	Total librarians (in FTE).	25	25	25.25	
204	All other paid staff (in FTE).	111	119	119.88	0.7%
205	Total paid staff (in FTE).	136	144	145	0.8%
206	Total number of volunteers (individuals).	67	93	115	23.7%
207	Total Volunteer hours.	2,836	2,888	2,709	-6.2%
209	Friends of the Library	Yes	Yes	Yes	
210	Library Foundation	Yes	Yes	Yes	
211	Number of full-time permanent positions (37.5 hours/week or more).	83	88	93	5.7%
212	Number of part-time permanent positions between 20 and 37.5 hours/week.	80	84	83	-1.2%
213	Number of part-time permanent positions (less than 20 hours/week).	1	1	1	0.0%
214	Number of temporary or on-call positions.	20	20	16	-20.0%

Part 3	Library Revenue	FY23	FY24	FY25	% of Change
301	City revenue	-	-		
302	County revenue	-	-		
303	District revenue	12,061,963	12,917,875	15,252,178	18.07%
304	Total local government revenue	12,061,963	12,917,875	15,252,178	18.07%
305a	Ready to Read Grant Revenue		40,688	41,498	
305b	All other State Revenue (Don't include <i>Ready to Read Grants</i> here and don't include federal funds distributed by the state.)		-		
305	State government revenue	-	40,688	41,498	1.99%
306	LSTA grant revenue		20,000	-	-100.00%
308	Other federal funds. (ex. CARES Act funds, ARPA, NASA, NEA, National Science Foundation grants funds or payments such as O & C compensation.)	-	-	-	
309	Total Federal government revenue	-	20,000	-	-100.00%
310	Other Operating Revenue	1,178,290	1,279,540	1,325,949	
311	Total library operating revenue	13,240,253	14,258,102	16,619,625	16.56%
312	Local government capital revenue	-	-	-	
313	State government capital revenue	-	-	-	
314	Federal government capital revenue	-	-	-	
315	Other capital revenue	-	-	-	



316	Total capital revenue	-	-	-	
320	Local option operating Levy?		No	No	
321	Year Levy established		N/A	N/A	
322	Year Levy expires		N/A	N/A	
330	Library Bond measure		No	No	
331	Bond amount		N/A	N/A	
332	Bond Expiration date		N/A	N/A	

Part 4	Library Expenditures	FY23	FY24	FY25	% of Change
401	Salaries and wages.	6,501,146	7,704,204	8,131,448	5.5%
402	Employee benefits.	1,786,705	1,916,407	2,728,372	42.4%
403	Total staff expenditures	8,287,851	9,620,610	10,859,820	12.9%
406	Total expenditure on print materials	725,424	748,406	907,893	21.3%
407	Electronic materials expenditures	503,276	616,022	602,683	-2.2%
408	Other materials expenditures	183,726	188,155	214,446	14.0%
409	Total expenditures on collection	1,412,426	1,552,583	1,725,022	11.1%
410a	All other operating expenditures	4,255,939	4,612,118	4,507,011	-2.3%
410b	Internal Services Charges	-			
411	Total library expenditures	13,187,387	15,785,312	17,091,852	8.3%
412	Library construction expenditures	-	-	-	
413	Capital equipment expenditures	38,284	-	-	
414	Other capital expenditures	730,545	440,035	389,962	-11.4%

Part 5	Library Collections	FY23	FY24	FY25	% of Change
501	Books and other printed items - physical units	320,224	301,818	311,960	3.4%
502	Books and other printed items - physical units added	29,843	36,157	48,455	34.0%
503	Audio materials - physical units	30,878	28,730	27,164	-5.5%
504	Audio materials - physical units added	1,949	1,916	1,590	-17.0%
505	Video materials - physical units	45,005	44,873	49,364	10.0%
506	Video materials - physical units added	4,324	5,812	6,350	9.3%
507	Other circulating physical library materials	1,378	1,499	10,693	613.3%
508	Other circulating physical library materials - units added	97	486	5,491	1029.8%
509	Total number of physical units	397,485	376,920	399,181	5.9%
510	Total number of physical units added	36,213	44,371	61,886	39.5%
533a	Number of Spanish language items (physical)	13,244	12,471	12,340	-1.1%

Part 6	Circulation and Collection Use	FY23	FY24	FY25	% of Change
609	Automatic renewals of Physical materials		Yes	Yes	
Physical Circulation					
610	Number of first-time circulation of adult materials	375,830	398,008	374,522	-6%
611	Number of renewals of adult materials	188,902	207,343	213,854	3%
612	Number of first-time circulation of YA materials	26,866	28,219	30,283	7%
613	Number of renewals of YA materials	23,317	23,177	24,195	4%
614	Number of first-time circulation of children's materials	314,367	326,707	315,466	-3%
615	Number of renewals of children's materials	219,449	252,743	259,242	3%
616	Number of first-time circulation of other library materials	4,615	7,131	9,491	33%
617	Number of renewals of other library materials	279	711	5,453	667%
618	First-time circulation not separated into adult, YA or children's materials	18,246	17,647	14,892	-16%
619	Renewals not separated into adult, YA or children's materials	396	496	999	101%
620	Total first-time physical circulation	739,924	777,712	744,654	-4%
621	Total renewals of physical collection	432,343	484,470	503,743	4%
622	Total circulation of adult materials	564,732	605,351	588,376	-3%
623	Total circulation of YA materials	50,183	51,396	54,478	6%
624	Total circulation of children's materials	533,816	579,450	574,708	-1%
625	Total circulation of Other library materials	4,894	7,842	14,944	91%
626	Total circulation not separated into adult, YA or children's materials	18,642	18,143	15,891	-12%
627	Total circulation of physical items	1,172,267	1,262,182	1,248,397	-1%

Part 6 - Circulation and Collection Use (Cont.)		FY23	FY24	FY25	% of Change
Digital Circulation					
641	E-book Circulation			187,900	
642	E-serials Circulation			54,880	
643	E-audio Circulation			229,960	
644	E-video Circulation			28,778	
632	Total number of circulations of electronic materials	372,297	434,005	501,518	16%
633	Total circulation of physical and electronic materials	1,544,564	1,696,187	1,749,915	3%
634	Electronic Content Use	639,994	<del>640,718</del>	<del>854,697</del>	<del>33%</del>
635	Total Collection Use	1,812,261	1,902,900	2,103,094	11%
Resource Sharing & Interlibrary Loans					
650	Interlibrary loans <b>JCLS lent to RCC</b> using a shared catalog or integrated library system	975	899	683	-24%
651	Interlibrary loans <b>JCLS lent</b> to all other libraries not in shared catalog or integrated library system	1,003	884	902	2%
652	Total loans <b>JCLS lent to other libraries</b>	1,978	1,783	1,585	-11%
653	Interlibrary loans <b>JCLS borrowed from RCC</b> using a shared catalog or integrated library system	12,483	14,286	14,559	2%
654	Interlibrary loans <b>JCLS borrowed</b> from libraries not in shared catalog or automation integrated library system	1,980	2,261	1,404	-38%
655	Total Loans <b>JCLS borrowed from other libraries (6.48, 6.47)</b>	14,463	16,547	15,963	-4%
660	Number of circulations made without charge to non-residents from libraries with reciprocal agreements.	0	-	-	

Part 7	Programs and Other Services	FY24	FY25	% of Change
701	Total number of reference transactions	47,073	<b>54,084</b>	<b>15%</b>
701b	Reference transactions reporting method	Estimate	<b>Estimate</b>	
702	Does your library offer digital literacy instruction sessions?	Yes	<b>Yes</b>	
711	Meeting Room usage	9,543	<b>10,174</b>	<b>7%</b>
712	Does your library provide a summer reading program?	Yes	<b>Yes</b>	
751	Live Program Sessions for Children 0-5	1,912	<b>1,781</b>	<b>-7%</b>
752	Attendance at Live Programs for Children Ages 0-5	26,553	<b>24,541</b>	<b>-8%</b>
753	Live Program Sessions for Children Ages 6-11.	1,054	<b>1,433</b>	<b>36%</b>
754	Attendance at Live Programs for Children Ages 6-11	20,041	<b>23,658</b>	<b>18%</b>
755	Live Program Sessions for Young Adults Ages 12-18	574	<b>500</b>	<b>-13%</b>
756	Attendance at Live Programs for Young Adults Ages 12-18	5,553	<b>5,513</b>	<b>-1%</b>
757	Live Program Sessions for Adults Age 19 or Older.	831	<b>958</b>	<b>15%</b>
758	Attendance at Live Programs for Adults Age 19 or Older.	9,262	<b>10,292</b>	<b>11%</b>
759	Live General Interest Program Sessions	446	<b>614</b>	<b>38%</b>
760	Attendance at Live General Interest Programs	17,439	<b>23,176</b>	<b>33%</b>
765	Number of Live, Virtual Program Sessions.	46	<b>42</b>	<b>-9%</b>
766	Live, Virtual Program Attendance.	609	<b>489</b>	<b>-20%</b>
767	Total Number of Recorded Program Presentations.	61	<b>65</b>	<b>7%</b>
768	Total Views of Recorded Program Presentations within 30 Days. (for FY23, views within 30 days)	5,363	<b>4,684</b>	<b>-13%</b>
780	Number of self-directed activities	104	<b>82</b>	<b>-21%</b>
781	Number of participants in self-directed activities.	6,991	<b>3,248</b>	<b>-54%</b>

Part 8	Technologies and Facilities	FY23	FY24	FY25	% of Change
801	Total annual of uses (sessions) of public Internet computers	60,792	75,783	<b>75,331</b>	<b>-0.6%</b>
801b	Reporting Method for total # of internet computer Session.	Actual Count	Actual Count	<b>Actual Count</b>	
802	Total number of Internet terminals used by the general public.	182	173	<b>175</b>	1.2%
803	Tell us about your library's wireless internet	Wi-Fi extends outside building, on 24/7	Wi-Fi extends outside building, on 24/7	<b>Wi-Fi extends outside building, on 24/7</b>	
804	Number of wireless sessions provided by the library annually	2,183,870	2,358,467	<b>2,361,682</b>	0.1%
804b	Reporting method for wireless sessions.	Actual Count	Actual Count	<b>Actual Count</b>	
805a	Download speeds as advertised by internet service provider		10000 Mbps	<b>10000 Mbps</b>	
805t	Type of Internet Connection		Fiber	<b>Fiber</b>	
806a	Upload speed as advertised by your internet service provider		10000 Mbps	<b>10000 Mbps</b>	
807	Name of shared Integrated Library System (ILS) consortium (if applicable).	None	None		
808	Vendor of integrated library system (ILS) product	Koha	Koha	<b>Koha</b>	

Part 8	Technologies and Facilities (Cont.)	FY23	FY24	FY25	% of Change
810	Typical week, total <b>Main Library</b> hours open M-F (open to 5:00 pm)	35	35	<b>35</b>	0.0%
811	Typical week, total <b>Main Library</b> hours open M-F (5:00 pm to close)	9	9	<b>9</b>	0.0%
812	Typical week, total <b>Main Library</b> hours open Saturday - Sunday (open to 5:00 pm)	10	10	<b>10</b>	0.0%
813	Typical week, total <b>Main Library</b> hours open Saturday - Sunday (5:00 pm to close)	0	-	-	
814	Total hours in a typical week, <b>main library</b> (auto summed on state report)	54	54	<b>54</b>	0.0%
815	Total weeks open, main library	52	52	<b>52</b>	0.0%
816	Total annual public service hours for <b>main library</b> (actual hours)	2,325	2,711	<b>2,671</b>	<b>-1.5%</b>
817	Total library visits to all facilities	592,023	722,602	<b>733,593</b>	1.5%
817b	Library visits reporting method	Actual Count	Actual Count	<b>Actual Count</b>	
819	Square footage of main library	83,191	83,191	<b>83,191</b>	0.0%
820	Total square footage of all library facilities	182,432	182,683	<b>182,683</b>	0.0%
821	Date of Building's Original Construction (Medford)	Apr-2004	4/1/2004	<b>4/1/2004</b>	0.0%
822	Date of Building's Most Recent Structural Remodel. (Medford)	Oct-2020	Oct-2020	<b>Oct-2020</b>	
825	Are you planning for a major capital project		No	<b>No</b>	
830	Does your library circulate devices for use outside library		Yes	<b>Yes</b>	



Part 9	Fines and Salary Survey	FY23	FY24	FY25	% of Change
901	Daily overdue fine for adult materials	\$ -	-	-	
902	Daily overdue fine for children's materials	\$ -	-	-	
903	<del>Daily overdue daily fine for other materials</del>	\$ -	-	-	
903	Daily overdue daily fine for young adult materails.	\$ -	-	-	
904	Notes on fines (free text box)	Only ILLs accrue overdue fines.	Only ILLs accrue overdue fines.	<b>Only ILLs accrue overdue fines.</b>	
905	Fee for interlibrary loan	\$0.00	-	<b>\$ 3.00</b>	
906	Annual fee for non-resident individual patrons	\$ 100.00	100.00	<b>\$ 100.00</b>	0.0%
950	Director hourly salary low	\$ 72.12	79.33	<b>84.57</b>	6.6%
951	Director hourly salary high	\$ 72.12	79.33	<b>84.57</b>	6.6%
952	Supervisory Librarian hourly salary low	\$ 26.53	27.86	<b>28.86</b>	3.6%
953	Supervisory Librarian hourly salary high	\$ 33.23	34.89	<b>36.15</b>	3.6%
954	Non-supervisory Librarian hourly salary low	\$ 25.26	26.53	<b>27.49</b>	3.6%
955	Non-supervisory Librarian hourly salary high	\$ 31.64	33.23	<b>34.43</b>	3.6%
956	Library assistant hourly salary low	\$ 17.95	18.85	<b>19.53</b>	3.6%
957	Library assistant hourly salary high	\$ 22.49	23.62	<b>24.47</b>	3.6%
958	Library clerk hourly salary low	\$ 15.51	16.29	<b>16.87</b>	3.6%
959	Library clerk hourly salary high	\$ 19.42	20.40	<b>21.14</b>	0.0%

Part 10	Administrative Information & Policies	FY25	% of Change
1001	Population Served		-1%
1002	FSCS ID	OR0041	
1003	Interlibrary Loan Relationship Code		
1004	Legal Basis Code		
1005	Administrative structure code	MO	
1006	FSCS Public library definition	Yes	
1007	Geographic Code	CO1	
1008	Library's Website	<a href="https://jcls.org/">https://jcls.org/</a>	
1009	Library's Statewide periodical resources (Gale) link	<a href="https://link.gale.com/apps/menu?userGroupName=jacksonpl">https://link.gale.com/apps/menu?userGroupName=jacksonpl</a>	
1010	Library's statewide career and testing resource (LearningExpress Library) link	-	
1011	Library's collection management policy	<a href="https://jcls.org/wp-content/uploads/2023/07/5-3-Collection-Development-Policy-adopted-6.21.23.pdf">https://jcls.org/wp-content/uploads/2023/07/5-3-Collection-Development-Policy-adopted-6.21.23.pdf</a>	
1012	Library's circulation policy	<a href="https://jcls.org/wp-content/uploads/2025/01/5-2_Circulation-Policy_2025.1.2.pdf">https://jcls.org/wp-content/uploads/2025/01/5-2_Circulation-Policy_2025.1.2.pdf</a>	

1013	Library's patron confidentiality policy	<a href="https://jcls.org/wp-content/uploads/2024/10/5-9-Patron-Privacy-and-Confidentiality-Policy-adopted-10.16.2024.pdf">https://jcls.org/wp-content/uploads/2024/10/5-9-Patron-Privacy-and-Confidentiality-Policy-adopted-10.16.2024.pdf</a>	
1014	Contact Information (Name)	<b>Kari May</b>	
1015	Contact Information (Phone)	<b>541-774-6401</b>	
1016	Contact Information (Email)	<b>kmay@jcls.org</b>	
1017	Estimated time burden to complete survey.		

BR	Branch & Bookmobile Data	FY24	FY25	% of Change
<b>B01</b>	<b>FSCS ID + SEQ for outlet</b>	<b>OR0041-</b>	<b>OR0041-</b>	
<b>B02</b>	<b>Name of outlet</b>	<b>Applegate Branch Library</b>	<b>Applegate Branch Library</b>	
B03	Outlet street address	18485 N Applegate Road	<b>18485 N Applegate Road</b>	
B04	Outlet city	Applegate	<b>Applegate</b>	
B05	Outlet zipcode	97527	<b>97527</b>	
B06	Outlet county	Jackson	<b>Jackson</b>	
B07	Outlet phone number	(541) 846-7346	<b>(541) 846-7346</b>	
B08	Outlet type code	BR	<b>BR</b>	
B09	Outlet square footage	2,850	<b>2,850</b>	0.0%
B10	Public service hours per year at this outlet	1,169	<b>1,151</b>	<b>-1.5%</b>
B11	Number of weeks outlet was open	52	<b>52</b>	0.0%
805a	Advertised download speed from your Internet Service Provider	5000 Mbps	<b>5000 Mbps</b>	
806a	Advertised upload speed from your Internet Service Provider	5000 Mbps	<b>5000 Mbps</b>	
805t	Type of Internet Connection	Fiber	<b>Fiber</b>	
B12	Wi-Fi situation at this outlet	Wi-Fi extends outside building, on 24/7	<b>Wi-Fi extends outside building, on 24/7</b>	
B20	Date of Building's Original Construction	Nov, 2002	<b>Nov, 2002</b>	
B21	Date of Building's Most Recent Structural (i.e. NOT Cosmetic) Remodel			
<b>B01</b>	<b>FSCS ID + SEQ for outlet</b>	<b>OR0041-</b>	<b>OR0041-</b>	
<b>B02</b>	<b>Name of outlet</b>	<b>Ashland Branch Library</b>	<b>Ashland Branch Library</b>	
B03	Outlet street address	410 Siskiyou Blvd	<b>410 Siskiyou Blvd</b>	
B04	Outlet city	Ashland	<b>Ashland</b>	

B05	Outlet zipcode	97520	97520	
B06	Outlet county	Jackson	Jackson	
B07	Outlet phone number	(541) 774-6980	(541) 774-6980	
B08	Outlet type code	BR	BR	
B09	Outlet square footage	22,655	22,655	0.0%
B10	Public service hours per year at this outlet	2,702	2,676	-1.0%
B11	Number of weeks outlet was open	52	52	0.0%
805a	Advertised download speed from your Internet Service Provider	5000 Mbps	5000 Mbps	
806a	Advertised upload speed from your Internet Service Provider	5000 Mbps	5000 Mbps	
805t	Type of Internet Connection	Fiber	Fiber	
B12	Wi-Fi situation at this outlet	Wi-Fi extends outside building, on 24/7	Wi-Fi extends outside building, on 24/7	
B20	Date of Building's Original Construction			
B21	Date of Building's Most Recent Structural (i.e. NOT Cosmetic) Remodel	Jun, 2003	Jun, 2003	
<b>B01</b>	<b>FSCS ID + SEQ for outlet</b>	<b>OR0041-</b>	<b>OR0041-</b>	
<b>B02</b>	<b>Name of outlet</b>	<b>Butte Falls Branch Library</b>	<b>Butte Falls Branch Library</b>	
B03	Outlet street address	626 Fir Ave	626 Fir Ave	
B04	Outlet city	Butte Falls	Butte Falls	
B05	Outlet zipcode	97522	97522	
B06	Outlet county	Jackson	Jackson	
B07	Outlet phone number	(541) 865-3511	(541) 865-3511	
B08	Outlet type code	BR	BR	
B09	Outlet square footage	1,310	1,310	0.0%
B10	Public service hours per year at this outlet	870	821	-5.6%
B11	Number of weeks outlet was open	52	52	0.0%

805a	Advertised download speed from your Internet Service Provider	5000 Mbps	<b>5000 Mbps</b>	
806a	Advertised upload speed from your Internet Service Provider	5000 Mbps	<b>5000 Mbps</b>	
805t	Type of Internet Connection	Fiber	<b>Fiber</b>	
B12	Wi-Fi situation at this outlet	Wi-Fi extends outside building, on 24/7	<b>Wi-Fi extends outside building, on 24/7</b>	
B20	Date of Building's Original Construction			
B21	Date of Building's Most Recent Structural (i.e. NOT Cosmetic) Remodel	Aug, 2008	<b>Aug, 2008</b>	
<b>B01</b>	<b>FSCS ID + SEQ for outlet</b>	<b>OR0041-</b>	<b>OR0041-</b>	
<b>B02</b>	<b>Name of outlet</b>	<b>Central Point Branch Library</b>	<b>Central Point Branch Library</b>	
B03	Outlet street address	116 S Third St	<b>116 S Third St</b>	
B04	Outlet city	Central Point	<b>Central Point</b>	
B05	Outlet zipcode	97502	<b>97502</b>	
B06	Outlet county	Jackson	<b>Jackson</b>	
B07	Outlet phone number	(541) 664-3228	<b>(541) 664-3228</b>	
B08	Outlet type code	BR	<b>BR</b>	
B09	Outlet square footage	8,695	<b>8,695</b>	0.0%
B10	Public service hours per year at this outlet	2,068	<b>2,072</b>	0.2%
B11	Number of weeks outlet was open	51	<b>52</b>	2.0%
805a	Advertised download speed from your Internet Service Provider	5000 Mbps	<b>5000 Mbps</b>	
806a	Advertised upload speed from your Internet Service Provider	5000 Mbps	<b>5000 Mbps</b>	
805t	Type of Internet Connection	Fiber	<b>Fiber</b>	
B12	Wi-Fi situation at this outlet	Wi-Fi extends outside building, on 24/7	<b>Wi-Fi extends outside building, on 24/7</b>	
B20	Date of Building's Original Construction	Sep, 2005	<b>Sep, 2005</b>	

B21	Date of Building's Most Recent Structural (i.e. NOT Cosmetic) Remodel			
<b>B01</b>	<b>FSCS ID + SEQ for outlet</b>	<b>OR0041-</b>	<b>OR0041-</b>	
<b>B02</b>	<b>Name of outlet</b>	<b>Eagle Point Branch Library</b>	<b>Eagle Point Branch Library</b>	
B03	Outlet street address	239 W Main St	<b>239 W Main St</b>	
B04	Outlet city	Eagle Point	<b>Eagle Point</b>	
B05	Outlet zipcode	97524	<b>97524</b>	
B06	Outlet county	Jackson	<b>Jackson</b>	
B07	Outlet phone number	(541) 826-3313	<b>(541) 826-3313</b>	
B08	Outlet type code	BR	<b>BR</b>	
B09	Outlet square footage	8,512	<b>8,512</b>	0.0%
B10	Public service hours per year at this outlet	2,063	<b>2,068</b>	0.2%
B11	Number of weeks outlet was open	51	<b>52</b>	2.0%
805a	Advertised download speed from your Internet Service Provider	5000 Mbps	<b>5000 Mbps</b>	
806a	Advertised upload speed from your Internet Service Provider	5000 Mbps	<b>5000 Mbps</b>	
805t	Type of Internet Connection	Fiber	<b>Fiber</b>	
B12	Wi-Fi situation at this outlet	Wi-Fi extends outside building, on 24/7	<b>Wi-Fi extends outside building, on 24/7</b>	
B20	Date of Building's Original Construction	Oct, 2004	<b>Oct, 2004</b>	
B21	Date of Building's Most Recent Structural (i.e. NOT Cosmetic) Remodel			
<b>B01</b>	<b>FSCS ID + SEQ for outlet</b>	<b>OR0041-</b>	<b>OR0041-</b>	
<b>B02</b>	<b>Name of outlet</b>	<b>Gold Hill Branch Library</b>	<b>Gold Hill Branch Library</b>	
B03	Outlet street address	202 Dardanelles St	<b>202 Dardanelles St</b>	
B04	Outlet city	Gold Hill	<b>Gold Hill</b>	
B05	Outlet zipcode	97525	<b>97525</b>	
B06	Outlet county	Jackson	<b>Jackson</b>	

B07	Outlet phone number	(541) 855-1994	<b>(541) 855-1994</b>	
B08	Outlet type code	BR	<b>BR</b>	
B09	Outlet square footage	4,982	<b>4,982</b>	0.0%
B10	Public service hours per year at this outlet	1,331	<b>1,289</b>	<b>-3.2%</b>
B11	Number of weeks outlet was open	52	<b>52</b>	0.0%
805a	Advertised download speed from your Internet Service Provider	5000 Mbps	<b>5000 Mbps</b>	
806a	Advertised upload speed from your Internet Service Provider	5000 Mbps	<b>5000 Mbps</b>	
805t	Type of Internet Connection	Fiber	<b>Fiber</b>	
B12	Wi-Fi situation at this outlet	Wi-Fi extends outside building, on 24/7	<b>Wi-Fi extends outside building, on 24/7</b>	
B20	Date of Building's Original Construction	Feb, 2005	<b>Feb, 2005</b>	
B21	Date of Building's Most Recent Structural (i.e. NOT Cosmetic) Remodel			
<b>B01</b>	<b>FSCS ID + SEQ for outlet</b>	<b>OR0041-</b>	<b>OR0041-</b>	
<b>B02</b>	<b>Name of outlet</b>	<b>Jacksonville Branch Library</b>	<b>Jacksonville Branch Library</b>	
B03	Outlet street address	340 West "C" St	<b>340 West "C" St</b>	
B04	Outlet city	Jacksonville	<b>Jacksonville</b>	
B05	Outlet zipcode	97530	<b>97530</b>	
B06	Outlet county	Jackson	<b>Jackson</b>	
B07	Outlet phone number	(541) 899-1665	<b>(541) 899-1665</b>	
B08	Outlet type code	BR	<b>BR</b>	
B09	Outlet square footage	5,646	<b>5,646</b>	0.0%
B10	Public service hours per year at this outlet	1,629	<b>1,601</b>	<b>-1.7%</b>
B11	Number of weeks outlet was open	52	<b>52</b>	0.0%
805a	Advertised download speed from your Internet Service Provider	5000 Mbps	<b>5000 Mbps</b>	
806a	Advertised upload speed from your Internet Service Provider	5000 Mbps	<b>5000 Mbps</b>	



805t	Type of Internet Connection	Fiber	Fiber	
B12	Wi-Fi situation at this outlet	Wi-Fi extends outside building, on 24/7	Wi-Fi extends outside building, on 24/7	
B20	Date of Building's Original Construction	Dec, 2002	Dec, 2002	
B21	Date of Building's Most Recent Structural (i.e. NOT Cosmetic) Remodel			
<b>B01</b>	<b>FSCS ID + SEQ for outlet</b>	<b>OR0041-</b>	<b>OR0041-</b>	
<b>B02</b>	<b>Name of outlet</b>	<b>Phoenix Branch Library</b>	<b>Phoenix Branch Library</b>	
B03	Outlet street address	511 W 1st St	511 W 1st St	
B04	Outlet city	Phoenix	Phoenix	
B05	Outlet zipcode	97535	97535	
B06	Outlet county	Jackson	Jackson	
B07	Outlet phone number	541-535-7090	541-535-7090	
B08	Outlet type code	BR	BR	
B09	Outlet square footage	5,946	5,946	0.0%
B10	Public service hours per year at this outlet	1,629	1,592	-2.3%
B11	Number of weeks outlet was open	52	52	0.0%
805a	Advertised download speed from your Internet Service Provider	5000 Mbps	5000 Mbps	
806a	Advertised upload speed from your Internet Service Provider	5000 Mbps	5000 Mbps	
805t	Type of Internet Connection	Fiber	Fiber	
B12	Wi-Fi situation at this outlet	Wi-Fi extends outside building, on 24/7	Wi-Fi extends outside building, on 24/7	
B20	Date of Building's Original Construction	Feb, 2008	Feb, 2008	
B21	Date of Building's Most Recent Structural (i.e. NOT Cosmetic) Remodel			
<b>B01</b>	<b>FSCS ID + SEQ for outlet</b>	<b>OR0041-</b>	<b>OR0041-</b>	
<b>B02</b>	<b>Name of outlet</b>	<b>Prospect Branch Library</b>	<b>Prospect Branch Library</b>	

B03	Outlet street address	151 Mill Creek Dr	<b>151 Mill Creek Dr</b>	
B04	Outlet city	Prospect	<b>Prospect</b>	
B05	Outlet zipcode	97536	<b>97536</b>	
B06	Outlet county	Jackson	<b>Jackson</b>	
B07	Outlet phone number	(541) 560-3668	<b>(541) 560-3668</b>	
B08	Outlet type code	BR	<b>BR</b>	
B09	Outlet square footage	2,400	<b>2,400</b>	0.0%
B10	Public service hours per year at this outlet	1,158	<b>1,150</b>	<b>-0.6%</b>
B11	Number of weeks outlet was open	52	<b>52</b>	0.0%
805a	Advertised download speed from your Internet Service Provider	5000 Mbps	<b>5000 Mbps</b>	
806a	Advertised upload speed from your Internet Service Provider	5000 Mbps	<b>5000 Mbps</b>	
805t	Type of Internet Connection	Fiber	<b>Fiber</b>	
B12	Wi-Fi situation at this outlet	Wi-Fi extends outside building, on 24/7	<b>Wi-Fi extends outside building, on 24/7</b>	
B20	Date of Building's Original Construction	Mar, 2005	<b>Mar, 2005</b>	
B21	Date of Building's Most Recent Structural (i.e. NOT Cosmetic) Remodel			
<b>B01</b>	<b>FSCS ID + SEQ for outlet</b>	<b>OR0041-</b>	<b>OR0041-</b>	
<b>B02</b>	<b>Name of outlet</b>	<b>Rogue River Branch Library</b>	<b>Rogue River Branch Library</b>	
B03	Outlet street address	412 E Main St	<b>412 E Main St</b>	
B04	Outlet city	Rogue River	<b>Rogue River</b>	
B05	Outlet zipcode	97537	<b>97537</b>	
B06	Outlet county	Jackson	<b>Jackson</b>	
B07	Outlet phone number	(541) 864-8850	<b>(541) 864-8850</b>	
B08	Outlet type code	BR	<b>BR</b>	
B09	Outlet square footage	11,460	<b>11,460</b>	0.0%
B10	Public service hours per year at this outlet	2,003	<b>1,978</b>	<b>-1.2%</b>
B11	Number of weeks outlet was open	52	<b>52</b>	0.0%

805a	Advertised download speed from your Internet Service Provider	5000 Mbps	<b>5000 Mbps</b>	
806a	Advertised upload speed from your Internet Service Provider	5000 Mbps	<b>5000 Mbps</b>	
805t	Type of Internet Connection	Fiber	<b>Fiber</b>	
B12	Wi-Fi situation at this outlet	Wi-Fi extends outside building, on 24/7	<b>Wi-Fi extends outside building, on 24/7</b>	
B20	Date of Building's Original Construction	Feb, 2003	<b>Feb, 2003</b>	
B21	Date of Building's Most Recent Structural (i.e. NOT Cosmetic) Remodel			
<b>B01</b>	<b>FSCS ID + SEQ for outlet</b>	<b>OR0041-</b>	<b>OR0041-</b>	
<b>B02</b>	<b>Name of outlet</b>	<b>Ruch Branch Library</b>	<b>Ruch Branch Library</b>	
B03	Outlet street address	7919 Highway 238	<b>7919 Highway 238</b>	
B04	Outlet city	Ruch	<b>Ruch</b>	
B05	Outlet zipcode	97530	<b>97530</b>	
B06	Outlet county	Jackson	<b>Jackson</b>	
B07	Outlet phone number	(541) 899-7438	<b>(541) 899-7438</b>	
B08	Outlet type code	BR	<b>BR</b>	
B09	Outlet square footage	5,896	<b>5,896</b>	0.0%
B10	Public service hours per year at this outlet	1,171	<b>1,135</b>	<b>-3.1%</b>
B11	Number of weeks outlet was open	52	<b>52</b>	0.0%
805a	Advertised download speed from your Internet Service Provider	5000 Mbps	<b>5000 Mbps</b>	
806a	Advertised upload speed from your Internet Service Provider	5000 Mbps	<b>5000 Mbps</b>	
805t	Type of Internet Connection	Fiber	<b>Fiber</b>	
B12	Wi-Fi situation at this outlet	Wi-Fi extends outside building, on 24/7	<b>Wi-Fi extends outside building, on 24/7</b>	
B20	Date of Building's Original Construction	Feb, 2003	<b>Feb, 2003</b>	

B21	Date of Building's Most Recent Structural (i.e. NOT Cosmetic) Remodel			
<b>B01</b>	<b>FSCS ID + SEQ for outlet</b>	<b>OR0041-</b>	<b>OR0041-</b>	
<b>B02</b>	<b>Name of outlet</b>	<b>Shady Cove Branch Library</b>	<b>Shady Cove Branch Library</b>	
B03	Outlet street address	22477 Highway 62	<b>22477 Highway 62</b>	
B04	Outlet city	Shady Cove	<b>Shady Cove</b>	
B05	Outlet zipcode	97539	<b>97539</b>	
B06	Outlet county	Jackson	<b>Jackson</b>	
B07	Outlet phone number	(541) 878-2270	<b>(541) 878-2270</b>	
B08	Outlet type code	BR	<b>BR</b>	
B09	Outlet square footage	5,646	<b>5,646</b>	0.0%
B10	Public service hours per year at this outlet	1,271	<b>1,233</b>	<b>-3.0%</b>
B11	Number of weeks outlet was open	52	<b>51</b>	<b>-1.9%</b>
805a	Advertised download speed from your Internet Service Provider	5000 Mbps	<b>5000 Mbps</b>	
806a	Advertised upload speed from your Internet Service Provider	5000 Mbps	<b>5000 Mbps</b>	
805t	Type of Internet Connection	Fiber	<b>Fiber</b>	
B12	Wi-Fi situation at this outlet	Wi-Fi extends outside building, on 24/7	<b>Wi-Fi extends outside building, on 24/7</b>	
B20	Date of Building's Original Construction	Jul, 2008	<b>Jul, 2008</b>	
B21	Date of Building's Most Recent Structural (i.e. NOT Cosmetic) Remodel			
<b>B01</b>	<b>FSCS ID + SEQ for outlet</b>	<b>OR0041-</b>	<b>OR0041-</b>	
<b>B02</b>	<b>Name of outlet</b>	<b>Talent Branch Library</b>	<b>Talent Branch Library</b>	
B03	Outlet street address	101 Home St	<b>101 Home St</b>	
B04	Outlet city	Talent	<b>Talent</b>	
B05	Outlet zipcode	97540	<b>97540</b>	
B06	Outlet county	Jackson	<b>Jackson</b>	
B07	Outlet phone number	(541) 535-4163	<b>(541) 535-4163</b>	

B08	Outlet type code	BR	BR	
B09	Outlet square footage	7,068	7,068	0.0%
B10	Public service hours per year at this outlet	2,105	1,991	-5.4%
B11	Number of weeks outlet was open	52	50	-3.8%
805a	Advertised download speed from your Internet Service Provider	5000 Mbps	5000 Mbps	
806a	Advertised upload speed from your Internet Service Provider	5000 Mbps	5000 Mbps	
805t	Type of Internet Connection	Fiber	Fiber	
B12	Wi-Fi situation at this outlet	Wi-Fi extends outside building, on 24/7	Wi-Fi extends outside building, on 24/7	
B20	Date of Building's Original Construction	Feb, 2007	Feb, 2007	
B21	Date of Building's Most Recent Structural (i.e. NOT Cosmetic) Remodel			
<b>B01</b>	<b>FSCS ID + SEQ for outlet</b>	<b>OR0041-</b>	<b>OR0041-</b>	
<b>B02</b>	<b>Name of outlet</b>	<b>White City Branch Library</b>	<b>White City Branch Library</b>	
B03	Outlet street address	3143 Avenue C	3143 Avenue C	
B04	Outlet city	White City	White City	
B05	Outlet zipcode	97503	97503	
B06	Outlet county	Jackson	Jackson	
B07	Outlet phone number	(541) 864-8880	(541) 864-8880	
B08	Outlet type code	BR	BR	
B09	Outlet square footage	6,640	6,640	0.0%
B10	Public service hours per year at this outlet	1,625	1,601	-1.5%
B11	Number of weeks outlet was open	52	52	0.0%
805a	Advertised download speed from your Internet Service Provider	5000 Mbps	5000 Mbps	
806a	Advertised upload speed from your Internet Service Provider	5000 Mbps	5000 Mbps	
805t	Type of Internet Connection	Fiber	Fiber	

B12	Wi-Fi situation at this outlet	Wi-Fi extends outside building, on 24/7	<b>Wi-Fi extends outside building, on 24/8</b>	
B20	Date of Building's Original Construction	Sep, 2001	<b>Sep, 2001</b>	
B21	Date of Building's Most Recent Structural (i.e. NOT Cosmetic) Remodel			
	Estimated time burden to complete survey.			



Date: October 15, 2025

**Title:** Internet Acceptable Use Policy

**From:** Kelda Vath, Assistant Director of Support Services and the Policy Committee

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**Recommendation:**

The Policy Committee recommends that the updated 5-8 Internet Acceptable Use Policy be adopted as presented.

**Policies, Plans, and Goals Supported:**

Maintaining updated policies provides clear guidance for the District Board, staff, and patrons, and facilitates ease of use of all library services.

**Background and Additional Information:**

The Internet Acceptable Use Policy was last revised in May 2022. The proposed revisions have been reviewed by the Policy Committee:

- Updated wording and formatting to provide a clearer policy statement
- Added a WiFi use section
- Added clarification on how JCLS implements its compliance with the Children's Internet Protection Act (CIPA) and aligned policy with library card types and age tiers in the Circulation Policy
- Rearranged content sections for improved readability and comprehension

**Attachments:**

- 5-8 Internet Acceptable Use, red-lined copy
- 5-8 Internet Acceptable Use Policy, clean version

Policy 5-8	Internet Acceptable Use Policy	Created: 4/2/2015 Revised: 3/31/2022 Approved: 5/18/2022
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## I. Purpose

This policy outlines ~~the acceptable~~ acceptable use of Internet resources by the public, staff and volunteers in facilities operated by Jackson County Library Services (JCLS).

JCLS ~~offers Internet access as part of its mission to connect everyone to information, ideas, and each other. endeavors to provide collections, resources, and services that meet the cultural, informational, recreational and educational needs of the diverse communities which it serves. Within this context, JCLS offers access to the Internet for both members of the public and staff. Resources available on the Internet are integral to the services and; collections, and resources available at JCLS facilities libraries.~~

~~Resources available on the Internet are integral to the services, collection, and resources available at JCLS facilities. JCLS does not monitor and has no control over the information available over the Internet. The Internet may contain material of a controversial nature. Users should note that not all Internet sources provide accurate, complete, or current information.~~

## II. Introduction

~~JCLS provides computer equipment and Wi-Fi for public use in all branch locations and strives to provide a comfortable and welcoming environment for everyone. It is a goal of JCLS to provide library users access to information and communication available on the Internet. The internet offers access to a wealth of material that is personally, professionally, and culturally enriching to individuals of all ages. However, it also enables access to some material that may be offensive, disturbing, illegal, inaccurate, or incomplete. Users are encouraged to evaluate the validity and appropriateness of information accessed through the internet. JCLS does not monitor and has no control over the information available over the Internet. The Internet may contain material of a controversial nature. Users should note that not all Internet sources provide accurate, complete, or current information.~~

~~The library seeks to balance the rights of users to access information resources with the rights of users to be present in a public environment free from sounds and images that are disruptive or harassing to other library users or library staff. JCLS does not monitor and has no control over the information available over the Internet. Only those regulations which are required to provide equitable access to library resources, prevent vandalism or illegal activity, avoid the creation of a sexually hostile environment, or which are needed to protect the health and safety of minors, will be imposed. This policy shall not be applied in such a manner as to restrict access to information or communication using content as a criterion. Library users have the constitutional right to access objectionable material.~~

The ~~Library~~library does have the authority to regulate behavior within its facilities, as outlined in JCLS' Rules of Conduct, and particularly if such behavior would jeopardize the health and safety of minors, or would result in the creation of a sexually hostile environment for staff and



library users. ~~Access to, use of, or dissemination of, constitutionally unprotected (legally obscene) speech is unacceptable in the Library.~~ Only those restrictions which are required to provide equitable access to library resources, prevent vandalism or illegal activity, avoid the creation of a sexually hostile environment, or which are needed to protect the health and safety of minors, will be imposed. Access to, use of, or dissemination of, constitutionally unprotected (legally obscene) speech is unacceptable in the library.

### **III. Policy Statement**

It is the policy of Jackson County Library Services to:

- Comply with the Children's Internet Protection Act (CIPA)
- Prevent user access over its computer network to, or transmission of, obscene material via Internet, electronic mail or other forms of direct electronic communications
- Prevent unauthorized access and other unlawful online activity
- Prevent unauthorized online disclosure, use or dissemination of personal identification information regarding minors.

### **IV. Internet Filter & Privacy**

All Library computers and Internet access provided by the Library uses a technology protection measure to block, filter, or otherwise protect against access to visual depictions that are child pornography, obscene, or harmful to minors. No filter can guarantee total success in this objective.

## **Under 187**

Library cards for all patrons under the age of 187 are set to a higher filtering level. The following filter categories of information are blocked for patrons with the Under 187 filter: adult/mature content, child pornography, malicious outbound data/botnets, malicious sources, nudity, pornography, phishing, potentially unwanted software, proxy avoidance and violence/hate/racism.

## **187 And Up Only**

According to CIPA, all adult library patrons must initially have filtered access to the Internet. To that end, library cards for all patrons 187 and older are set to the default filtering level "187 And Up Only." The following filter categories of information are blocked for patrons with the "178 And Up Only" filter: child pornography, malicious outbound data/botnets, malicious sources, phishing, potentially unwanted software, pornography, proxy avoidance.

The Library's filter upholds the principles of intellectual freedom, allowing patrons who are 18 years of age or older to make their own choices regarding filtering.

~~JCLS provides free wireless Internet (Wi-Fi) access in all libraries. Wi-Fi access is filtered, and all Library policies concerning legal, acceptable and safe use of computers and the Internet apply. Virus protection through the wireless access points is the user's responsibility. Library users should not have an expectation of privacy when using any form of electronic media through JCLS computers or wireless access points.~~

#### **V. Internet Acceptable Use Rules for All Users**

Use of Library technology by every patron, staff member, or volunteer shall constitute that person's acknowledgment of, and agreement to abide by this policy, and are subject to JCLS's Rules of Conduct Policy.

- The Internet computer equipment and software provided by the Library must be used as installed. Deletion, addition, or modification of installed hardware or software is not permitted.
- Users shall not disclose, use or disseminate personal identification information regarding minors without proper authorization.
- Users shall utilize the Library network for lawful activities only. They shall not use the network to cause harm to others or damage the property of others. They shall not intentionally upload, download or create computer viruses or other forms of malicious programming, attempt to harm or destroy equipment, manipulate the data of any other user, or seek unauthorized access to networks and systems, including so-called "hacking."
- Patrons are expected to adhere to all rules governing the use of the Internet in libraries, including the duration and frequency of sessions.
- Patrons who violate library policy regarding the use of the Internet or who behave in a disruptive manner will be asked to either modify their use appropriately or have their Internet usage access terminated. In some instances, patrons may be asked to leave the library.

- Library users should not have an expectation of privacy when using any form of electronic media through JCLS computers or wireless access points.
- The library is a public place and library staff have the authority to end an Internet session if material which is obscene to a library setting is displayed. Internet access is intended to be used as an information resource.

JCLS has a usual practice to erase all customer use records except those essential for library business operations. The library will release records including those related to internet usage only as required by law.

#### **I. — Reconsideration of Websites**

~~Any resident of Jackson County may request the blocking or unblocking of a specific website using the Request for Reconsideration of Library Materials form. The website will be reviewed by professional library staff and the final decision will be the responsibility of the Library Director.~~

#### **II. VI. Computer Use by Children**

Access for all patrons under the age of 18 will be filtered in accordance with CIPA requirements. Filtering software may not block all material users find offensive. Parents or legal guardians are responsible for determining what materials are appropriate for use by the children and young adults for whom they are responsible. Consent given on the part of parents or legal guardians to visit the library constitutes acknowledgment by the parents or guardians that they have a responsibility for monitoring their child's use of all library resources, including the public computers.

#### **VII. Wi-Fi Internet Acceptable Use Rules**

Regardless of the wi-fi source, internet users inside the library or on library premises are subject to the library's Acceptable Use of the Internet rules, and JCLS's Rules of Conduct Policy. Virus protection through the wireless access points is the user's responsibility.

Specifically, as a wi-fi internet user, you must:

- Stop viewing any site that creates a hostile environment for other library users and staff if a staff member asks you to stop.
- Follow the rules of the websites you visit.
- Never harass other with printouts, images or messages.
- View and print only legal material and conduct only legal activity.
- Make appropriate choices about the sites you view when others are present, since the library is a public place that serves children as well as adults.
- Use sound-muffling headphones or mute sound to avoid disturbing others.

#### **III. — Internet Acceptable Use Rules for All Users**

~~Use of Library technology by every patron, staff member, or volunteer shall constitute that person's acknowledgment of, and agreement to abide by, this policy, and are subject to JCLS's Rules of Conduct Policy/Normas de Conducta.~~

- ~~• The Internet computer equipment and software provided by the Library must be used as installed. Deletion, addition, or modification of installed hardware or software is not permitted.~~
- ~~• Users shall not disclose, use or disseminate personal identification information regarding minors without proper authorization.~~
- ~~• Users shall utilize the Library network for lawful activities only. They shall not use the network to cause harm to others or damage the property of others. They shall not intentionally upload, download or create computer viruses or other forms of malicious programming, attempt to harm or destroy equipment, manipulate the data of any other user, or seek unauthorized access to networks and systems, including so-called "hacking."~~
- ~~• Patrons are expected to adhere to all rules governing the use of the Internet in libraries, including the duration and frequency of sessions.~~
- ~~• Patrons who violate library policy regarding the use of the Internet or who behave in a disruptive manner will be asked to either modify their use appropriately or have their Internet usage access terminated.~~

~~The library is a public place and library staff have the authority to end an Internet session if material which is obscene to a library setting is displayed. Internet access is intended to be used as an information resource.~~

~~The library has received funding from the federal Emergency Connectivity Fund (ECF) to purchase chromebooks, Wi-Fi hot spot devices, and mobile data service. Any ECF-supported equipment and services can only be provided to patrons who declare they do not have access to the equipment or services sufficient to access the internet.~~

#### **IV.VIII. Use of Content from the JCLS Website**

The JCLS Website contains a wide range of content, including materials that are in the public domain and materials that are protected by copyright. In cases where materials on the JCLS Website are protected by third party rights, a user is responsible for obtaining permission in order to use the materials in question.

The Library staff does not provide advice to users about which materials are protected by third party rights and which materials may be used freely, though staff may recommend resources to assist them in making that determination. It is a user's obligation to determine and satisfy copyright or other use restrictions when publishing or otherwise distributing materials from the Library's collections. Users are solely responsible for determining whether the use of any digital object requires the permission of any other person or entity and for paying any associated fees. If uncertain about the legal issues surrounding the use of digital objects, please consult an attorney.

#### **IX. Termination of Use**

JCLS may, in its sole discretion, terminate or suspend a user's access to internet services without notice and for violation of this policy or for other conduct which the Library believes is unlawful or harmful to others. In the event of termination, use is no longer authorized, and JCLS will use any means possible to enforce this termination.

#### **X. Reconsideration of Websites**

Any resident of Jackson County may request the blocking or unblocking of a specific website using the Request for Reconsideration of Library Materials form. The website will be reviewed by professional library staff and the final decision will be the responsibility of the Library Director.

#### **I. Termination of Use**

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#### **II.XI. Disclaimers**

The Library assumes no responsibility for damage to an individual's computer or other property resulting from the use of the internet within its facilities. Any downloading or obtaining of

material or data is done at the user's own risk. In addition, JCLS disclaims any and all responsibility or liability for the accuracy, reliability, and legality of materials found on its website.

**In no event shall JCLS or any of its directors, employees, agents, or affiliated entities be liable for any direct, indirect, special, incidental, consequential, exemplary or punitive damages arising from, or directly or indirectly related to, the use of, or the inability to use, internet services or the content, materials and functions related thereto.**



<b>Policy 5-8</b>	<b>Internet Acceptable Use Policy</b>	<b>Created: 4/2/2015</b> <b>Revised:</b> <b>Approved:</b>
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### **I. Purpose**

This policy outlines acceptable use of Internet resources by the public, staff and volunteers in facilities operated by Jackson County Library Services (JCLS).

JCLS offers Internet access as part of its mission to connect everyone to information, ideas, and each other. Resources available on the Internet are integral to the services and collections available at JCLS libraries.

### **II. Introduction**

JCLS provides computer equipment and Wi-Fi for public use in all branch locations and strives to provide a comfortable and welcoming environment for everyone. The internet offers access to a wealth of material that is personally, professionally, and culturally enriching to individuals of all ages. However, it also enables access to some material that may be offensive, disturbing, illegal, inaccurate, or incomplete. Users are encouraged to evaluate the validity and appropriateness of information accessed through the internet.

The library seeks to balance the rights of users to access information resources with the rights of users to be present in a public environment free from sounds and images that are disruptive or harassing to other library users or library staff. JCLS does not monitor and has no control over the information available over the Internet.

The library does have the authority to regulate behavior within its facilities, as outlined in JCLS' Rules of Conduct, and particularly if such behavior would jeopardize the health and safety of minors, or would result in the creation of a sexually hostile environment for staff and library users. Only those restrictions which are required to provide equitable access to library resources, prevent vandalism or illegal activity, avoid the creation of a sexually hostile environment, or which are needed to protect the health and safety of minors, will be imposed. Access to, use of, or dissemination of, constitutionally unprotected (legally obscene) speech is unacceptable in the library.

### **III. Policy Statement**

It is the policy of Jackson County Library Services to:

- Comply with the Children's Internet Protection Act (CIPA)
- Prevent user access over its computer network to, or transmission of, obscene material via Internet, electronic mail or other forms of direct electronic communications

- Prevent unauthorized access and other unlawful online activity
- Prevent unauthorized online disclosure, use or dissemination of personal identification information regarding minors.

#### **IV. Internet Filter & Privacy**

All Library computers and Internet access provided at the library use a technology protection measure to block, filter, or otherwise protect against access to visual depictions that are child pornography, obscene, or harmful to minors. No filter can guarantee total success in this objective.

##### **Under 18**

Library cards for all patrons under the age of 18 are set to a higher filtering level. The following filter categories of information are blocked for patrons with the Under 18 filter: adult/mature content, child pornography, malicious outbound data/botnets, malicious sources, nudity, pornography, phishing, potentially unwanted software, proxy avoidance and violence/hate/racism.

##### **18 And Up Only**

According to CIPA, all adult library patrons must initially have filtered access to the Internet. To that end, library cards for all patrons 18 and older are set to the default filtering level "18 And Up Only." The following filter categories of information are blocked for patrons with the "18 And Up Only" filter: child pornography, malicious outbound data/botnets, malicious sources, phishing, potentially unwanted software, pornography, proxy avoidance.

The library's filter upholds the principles of intellectual freedom, allowing patrons who are 18 years of age or older to make their own choices regarding filtering.

#### **V. Internet Acceptable Use Rules for All Users**

Use of Library technology by every patron, staff member, or volunteer shall constitute that person's acknowledgment of, and agreement to abide by this policy, and are subject to JCLS's Rules of Conduct Policy.

- The Internet computer equipment and software provided by the library must be used as installed. Deletion, addition, or modification of installed hardware or software is not permitted.
- Users shall not disclose, use or disseminate personal identification information regarding minors without proper authorization.
- Users shall utilize the Library network for lawful activities only. They shall not use the network to cause harm to others or damage the property of others. They shall not intentionally upload, download or create computer viruses or other forms of malicious programming, attempt to harm or destroy equipment, manipulate the data of any other user, or seek unauthorized access to networks and systems, including so-called "hacking."
- Patrons are expected to adhere to all rules governing the use of the Internet in libraries, including the duration and frequency of sessions.



- Patrons who violate library policy regarding the use of the Internet or who behave in a disruptive manner will be asked to either modify their use appropriately or have their Internet usage access terminated. In some instances, patrons may be asked to leave the library.
- Library users should not have an expectation of privacy when using any form of electronic media through JCLS computers or wireless access points.
- The library is a public place and library staff have the authority to end an Internet session if material which is obscene to a library setting is displayed-

JCLS has a usual practice of erasing all customer use records except those essential for library business operations. The library will release records including those related to internet usage only as required by law.

## **VI. Computer Use by Children**

Access for all patrons under the age of 18 will be filtered in accordance with CIPA requirements. Filtering software may not block all material users find offensive. Parents or legal guardians are responsible for determining what materials are appropriate for use by the children and young adults for whom they are responsible. Consent given on the part of parents or legal guardians to visit the library constitutes acknowledgment by the parents or guardians that they have a responsibility for monitoring their child's use of all library resources, including the public computers.

## **VII. Wi-Fi Internet Acceptable Use Rules**

Regardless of the wi-fi source, internet users inside the library or on library premises are subject to the library's Acceptable Use of the Internet rules, and JCLS's Rules of Conduct Policy. Virus protection through the wireless access points is the user's responsibility.

Specifically, as a wi-fi internet user, you must:

- Stop viewing any site that creates a hostile environment for other library users and staff if a staff member asks you to stop.
- Follow the rules of the websites you visit.
- Never harass others with printouts, images or messages.
- View and print only legal material and conduct only legal activity.
- Make appropriate choices about the sites you view when others are present, since the library is a public place that serves children as well as adults.
- Use sound-muffling headphones or mute sound to avoid disturbing others.

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Date: October 15, 2025

**Title:** Policy 5-18 Land Acknowledgement

**From:** JCLS Policy Committee

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**Summary:**

The JCLS Equity, Diversity, and Inclusion (EDI) Committee has developed the attached land acknowledgement policy for review and acceptance by the JCLD Board. The policy and statement have been reviewed by the Policy Committee.

**Recommendation:**

The Policy Committee recommends that Policy 5-18 Land Acknowledgement be approved as presented, and that the land acknowledgement statement remain the same.

**Policies, Plans, and Goals Supported:**

A Land Acknowledgement statement supports the Library's values of inclusion and respect, and aligns with the Community Engagement goal outlined in the 2022-26 Strategic Plan.

**Background and Additional Information:**

The Land Acknowledgement statement was first brought before the Board for consideration at the December 2021 Board meeting. At that time, the Board agreed to adopt the statement for six months and asked staff to draft a formal policy related to the statement. The Board then adopted the policy and statement at the August 2022 Board meeting.

Since adoption of the Acknowledgement and policy, the District has received unsolicited positive comments from local tribal members, candidates applying for JCLS positions and officially from an employee who works out of the Office of Ceded Lands for the Confederated Tribes of Grand Ronde.

The EDI Committee amended the policy following review. The short version must be read at all District Board Meetings, large staff meeting, and author talks. It is now permissible that the statement be displayed in handout materials and agendas or projected on a slide deck instead of being read aloud. This practice aligns with other organizations in the Rogue Valley who have Land Acknowledgements.

The short version will be posted in Library meeting rooms, with a QR code that can be scanned to take individuals directly to the land acknowledgement page on the Library's website. The policy continues to allow plaques to be displayed in JCLS branch locations.

**Attachments:**

- Policy 5-18 Land Acknowledgement
- Land Acknowledgement Statement

<b>Policy 5-18</b>	<b>Land Acknowledgement Policy</b>	<b>Created: 6/1/2022</b> <b>Revised: 9/8/2025</b> <b>Approved: 8/18/2022</b>
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## I. PURPOSE

The purpose of the land acknowledgement policy is to outline when the Land Acknowledgement statement is read, as well as to provide context for why such a statement is needed. The purpose of the statement itself is not only to honor the indigenous peoples on whose land we reside today, but also to acknowledge the historical events which led to their displacement, to recognize the present-day contributions of our community members who are descended from indigenous groups, and to serve as an organizational commitment to recognizing the special needs of this underserved community.

## II. INTRODUCTION

Land acknowledgements are used to acknowledge that the land on which we live today is the ancestral homeland of people who were here prior to Euro-American colonization from time immemorial and whose descendants are members of our community today. JCLS has chosen to acknowledge tribes with ancestral ties to Jackson County, not just the Federally recognized tribes of Oregon. It is also a way for those listening to see themselves within the broader context of history. The purpose of a land acknowledgement statement is to educate, to offer a moment to reflect, and to provide a call to action for our organization and our patrons.

## III. IMPLEMENTATION

There are two versions of the JCLS Land Acknowledgement statement. This section outlines how each version is to be utilized within JCLS. The JCLS Land Acknowledgement must be read at all District Board Meetings, large staff meetings, and author talks. If the program has projected or hand out materials, the Land Acknowledgement can alternatively be displayed instead of being read aloud.

- A. ~~Spoken~~Short: This version ~~will be read~~presented, either read aloud or included in projected or hand out materials at the beginning of every Library program intended for an adult or teen audience, large staff meetings, and public District meetings such as Board Meetings. must be read at all District Board Meetings, large staff meetings, and author talks. If theFor programs that don't fall under these categories and haves projected or hand out materials, the Land Acknowledgement can alternatively be displayed instead of being read aloud. This version may also be used for plaques in buildings and for staff email signatures, which is voluntary. It is recommended that it is printed bilingually and be installed in meeting rooms throughout the district.
- B. Long: This version provides more information and is intended primarily for use on the website with links to the pages of the tribes being acknowledged and other resources for JCLS patrons to learn more.

<b>Policy 5-18</b>	<b>Land Acknowledgement Policy</b>	<b>Created: 6/1/2022 Revised: 9/8/2025 Approved: 8/18/2022</b>
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- B. Long:** This version provides more information and is intended primarily for use on the website with links to the pages of the tribes being acknowledged and other resources for JCLS patrons to learn more.

# LAND ACKNOWLEDGEMENT

Jackson County Library Services acknowledges that its libraries are located within the traditional lands of the Shasta, Takelma, and Latgawa people, whose descendants are now identified as members of the Confederated Tribes of Siletz Indians and Confederated Tribes of Grand Ronde, as well as of the Cow Creek Band of Umpqua Tribe of Indians and Modoc Nation who were forced to relocate to Oklahoma.

We take this moment to recognize the Indigenous peoples whose traditional lands are where residents of Jackson County live today. JCLS is committed to fostering understanding, deep respect, and honor for Indigenous people and we encourage you to learn more about the land you reside on.

For more information, go to [jcls.org/land](https://jcls.org/land)



# LAND ACKNOWLEDGEMENT

## LONG FORM

Jackson County Library Services acknowledges that its libraries are located within the traditional lands of the Shasta, Takelma, and Latgawa people, whose descendants are now identified as members of the Confederated Tribes of Siletz Indians and Confederated Tribes of Grand Ronde, as well as of the Cow Creek Band of Umpqua Tribe of Indians and Modoc Nation who were forced to relocate to Oklahoma.

These Tribes were displaced during rapid Euro-American colonization, the Gold Rush, and armed conflict between 1851 and 1856. In the 1850s, discovery of gold and settlement brought thousands of Euro-Americans to their lands, leading to warfare, epidemics, starvation, and villages being burned. In 1853 the first of several treaties were signed, confederating these Tribes and others together – who would then be referred to as the Rogue River Tribe. These treaties ceded most of their homelands to the United States, and in return they were guaranteed a permanent homeland reserved for them. At the end of the Rogue River Wars in 1856, these Tribes and many other Tribes from western Oregon were removed from the land. Most were sent to the Siletz and Grand Ronde Reservations. The Modoc were sent to Oklahoma after the Modoc War in 1873. The Cow Creek Band of Umpqua Tribe of Indians defied removal and went into hiding.

The result of forced relocation and genocide is that Jackson County is no longer a population center for these specific tribal groups. As of the 2020 Census 4.6% of the population of Jackson County has some indigenous heritage—while this is more than twice the national average, it is a precipitous reduction from the pre-colonial 100%.

We acknowledge that indigenous groups are too often relegated to the historical past when, in truth, indigenous people are essential members of the Jackson County community.

We take this moment to recognize the Indigenous peoples whose traditional homelands and hunting grounds are where residents of Jackson County live today. JCLS is committed to fostering understanding, deep respect, and honor for Indigenous people and we encourage you to learn more about the land you reside on.







## **MINUTES**

### **ATTENDEES AND NOTE TAKER**

Present: Board members Susan Kiefer and Marissa Shepherd; Library staff Kari May, Joan Vigil, Kelda Vath, and Crystal Zastera.

### **UNFINISHED BUSINESS**

#### **Capital Projects**

The Facilities Committee reviewed several ongoing projects and community-focused facility initiatives. Key points included the importance of clear communication in general, planning for Jackson County budget review and capital projects, and the upcoming expiration/renewal of the intergovernmental agreement with the County. The committee discussed the project management services the County provides, and how their capacity limits can impact library staff expectations. Capital project updates included:

- Lighting control updates needed at the Medford Library – awaiting contractor scheduling
- FY26 Flooring replacements planned for Rogue River and Jacksonville branches
- Emphasis on tracking carpet lifecycles for better long-term facility maintenance.

#### **Phoenix Pollinator Garden**

The committee also discussed the Phoenix Pollinator Garden Project, which was delayed due to a non-award to the initial invitation to bid (ITB). Plans to repost the ITB in December were discussed, with the aim of starting the project in the spring. It was suggested that an early posting would attract more bidders, and that the removal of the parking lot component of the project would simplify the project for potential bidders.

#### **Ashland Art Project**

An update was given on the Ashland-Stained Glass Art project, which is set for installation in September 2026, to be in place for October's Pride Parade. Staff have met with the artist on site and are working through the details to get a contract signed so that work may begin.

### **NEW BUSINESS**

#### **Phoenix Parking Lot**

The Phoenix parking lot project was discussed. Arkitek who created the design and plans, have updated their plans to note the separation of the parking lot components. The discussion included accessibility and drainage issues that will be addressed in this project now planned as a B7 request to be completed with County Facilities Maintenance.

#### **Shady Cove Water**

Further discussions included the water supply challenges in Shady Cove, and ongoing landscaping proposals. A report was made on the installation of a drip irrigation system to conserve water, while the committee acknowledged the broader water challenges affecting residents and the City.

**Purple Air Monitors**

The air quality monitoring project, in partnership with the Ashland Fire Department and the EPA, was also highlighted, with plans for additional Purple Air monitors to be installed on the exterior of the 12 remaining branches to enhance air quality data access across Jackson County.

**Solar Spectrum Art**

Staff shared info about a project that is in early stages with an Oregon artist named Peter Erskine, who recently presented his 100 Libraries project at OLA. Erskine visited all 15 branches of JCLS last year and determined that many of them would be excellent sites for his solar spectrum art. The collaboration with artist Peter Erskine for solar spectrum art installations in libraries was met with enthusiasm, and the committee plans to keep members updated on progress.

**NEXT MEETING DATE:**

October 20<sup>th</sup> at 3:30PM

**ADJOURNMENT**

The meeting adjourned at 4:10 pm.