JACKSON COUNTY LIBRARY DISTRICT (JCLD)
BOARD OF DIRECTORS REGULAR MEETING
JCLD BUDGET HEARING
Medford Branch Library
Large Meeting Room
205 S Central Ave, Medford, OR
May 20, 2026, 4:00 p.m.

MINUTES

ATTENDEES

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

Additional attendees: Kelda Vath (Assistant Director, Support Services), Joan Vigil (Assistant Director, Public Services), Heather Scott (Finance Manager), Josh Letsinger (Community Engagement Manager) Ginny Auer (Executive Director, Jackson County Library Foundation), Jacquelyn Bunick (Legal Counsel), and Yoli Diaz (Executive Assistant).

CALL TO ORDER/ROLL CALL

Director Kiefer called the meeting to order at 4:02 p.m. The Land Acknowledgement was read and roll call was taken.

INTRODUCTIONS/PROCLAMATIONS

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
Sandy Winter, who serves on the board of Rogue Comic Con and is president of the Friends of the Medford Library, shared that this was the third Comic Con event and their largest one yet. She reported that more than 10,000 people attended the event, which featured around 100 vendors, costume contests, Artist Alley, and many activities for attendees of all ages. Miller also highlighted the Kids Zone, which included approximately 15–20 community organizations connecting with families. She noted that the Library, the Library Foundation, and the Friends of the Library all participated in the event. The Friends sold books and merchandise while also reminding attendees about the library's services, events, and bookstore. She described the event as a great success.

Budget Message from Board
Director Kiefer before opening the budget hearing shared the budget was developed in response to significant cost increases, especially in health insurance and building maintenance alongside broader inflation. To maintain a balanced budget required by law, the board and budget committee focused on minimizing impacts on library staff, library users, and services. Ultimately deciding to adjust operating hours, including reducing Sunday hours at the Medford and Ashland libraries where usage is lower and costs are higher. Kiefer shared overall the changes were presented as a measured adjustment to better align expenses with revenues while preserving core library services as much as possible.

Public Hearing to Receive Comments Regarding FY26 Budget
Director Kiefer opened the public hearing to receive comments on the FY27 Budget. Community members, library staff, and union members shared concerns about how the changes could affect vulnerable populations,

staff livelihoods, and access to library services.

Adoption of the Fiscal Year 2025-2026 Budget & Appropriations
Director Kiefer introduced the FY27 budget resolutions: 2026-09 adopting the budget, 2026-10 making appropriations, 2026-11 imposing the tax, and 2026-12 categorizing the tax. Kiefer called for a motion to be made and stated that a separate roll call would be taken for each resolution.

MOTION: Director Keating moved to approve the four budget resolutions; Director Tarantsey seconded.

Roll call vote for Resolution 2026-09 Adopting the Budget
Kiefer – Yes
Keating – Yes
Jensen – Yes
Tarantsey- Yes
Shepherd – Yes

Roll call vote for Resolution 2026-10 Making Appropriations
Kiefer – Yes
Keating – Yes
Jensen – Yes
Tarantsey- Yes
Shepherd – Yes

Roll call vote for Resolution 2026-11 Imposing the Tax

Kiefer – Yes
Keating – Yes
Jensen – Yes
Tarantsey- Yes
Shepherd – Yes

Roll call vote for Resolution 2026-12 Categorizing the Tax

Kiefer – Yes
Keating – Yes
Jensen – Yes
Tarantsey- Yes
Shepherd – Yes

All motions passed.

NEW BUSINESS

IGA- Jackson County Facilities Maintenance
Kelda Vath- Assistant Director of Support Services, presented the First Amendment to the Intergovernmental Agreement (IGA) with Jackson County Facilities Maintenance. The amendment provides a one-year extension through FY 2027. The original agreement was a five-year contract that began in 2020. Last year, the Board approved a one-year extension that carried the agreement through the end of the current fiscal year. Director Kiefer asked for a motion to approve the First Amendment to the Intergovernmental Agreement with Jackson County Facilities Maintenance for a one-year extension through FY 2027.

MOTION: Director Keating moved to approve the legal services contract for IGA-Jackson County Facilities

Maintenance Agreement, Director Tarantsey seconded; the vote was unanimous, and the motion passed.
Roll Call Vote
Kiefer – Yes
Keating – Yes
Jensen – Yes
Tarantsey- Yes
Shepherd – Yes

IGA- Rogue Community College
Kelda Vath- Assistant Director of Support Services presented the Intergovernmental Agreement (IGA) with Rogue Community College (RCC). Vath explained that JCLS and RCC have shared the Koha catalog system since JCLS migrated to Koha in 2020. The original agreement was for five years and was due for renewal. Following the recent renewal of the Koha and Aspen contracts, it was also time to update and renew the agreement with RCC.

Director Tarantsey asked whether there was any cost savings associated with sharing services with RCC, given that JCLS's primary contract is already in place. Vath responded that there are modest savings. Rogue Community College contributes a portion of the costs, and JCLS invoices RCC for its share of the catalog services that both organizations utilize.

MOTION: Director Keating moved to approve the IGA contract with Rogue Community College, Director Tarantsey seconded; the vote was unanimous, and the motion passed.

Roll Call Vote
Kiefer – Yes
Kating – Yes
Jensen – Yes
Tarantsey- Yes
Shepherd – Yes

Recruitment Firms
The board heard presentations from three search firms under consideration for the Library Director recruitment. Karen Miller of Bradbury Miller highlighted the firm's extensive library specific experience, national reach, structured recruitment process, and strong candidate retention rates. Mark Fiala and Ryan Sheehan of Organizational Architecture described their public sector and library recruitment expertise, comprehensive search methodology, candidate sourcing strategies and onboarding support. Sonja Rothman of Prothman emphasized the firm's Pacific Northwest focus with deep regional knowledge, engagement process and experience recruiting for public sector leadership positions. Board members asked questions regarding candidate retention, diversity, and bias reduction practice. No action was taken, and the Board will make a selection at a future meeting.

REPORTS
Kelda Vath presented highlights from the monthly Director's Report, emphasizing successful community partnerships and strong program attendance across the district, including collaborations with Southern Oregon University for an archaeology project(Prospect branch), also the Ashland branch collaborating with the Institute for Applied Sustainability, Talent with Maker City, and other community organizations, as well as several programs that exceeded venue capacity due to high public interest.

COMMITTEE & BOARD MEMBER REPORTS

Strategic Committee

Director Tarantsey shared an update on the Strategic Committee's 18-month roadmap. She noted that the committee recognizes the roadmap could become an important component of JCLS's recruitment materials. As a result, they want to ensure it is a clear, accessible, and easy-to-understand document. Their goal is to create a roadmap that not only guides organizational priorities but can also be presented to prospective candidates as a compelling representation of the library's vision and strategic direction.

Facilities Committee

Director Kiefer provided an update from the Facilities Committee. She reported that the committee meeting primarily focused on ensuring alignment with upcoming facilities priorities and reviewing progress on the five-year facilities plan. The committee also received a report on the pollinator garden project. Director Kiefer noted that there was nothing further to add and encouraged board members to review the committee meeting minutes for additional details.

Kelda Vath shared that Director Keating requested that time during the June 3 work session be set aside for the Board to discuss its annual retreat. Board members agreed to include the discussion as part of the work session agenda.

Director Kiefer adjourned the JCLD Board Meeting at 6:04 p.m.

/s/ Yoli Diaz

Recording Secretary