JACKSON COUNTY LIBRARY DISTRICT (JCLD)

BOARD OF DIRECTORS SPECIAL MEETING

Medford Branch Library
Board Room
205 S Central Ave, Medford, OR
June 3, 2026, 4:00 p.m.

MINUTES

ATTENDEES

Present at the meeting: Board Members Kevin Keating (Vice President), Patty Jensen, Marissa Shepherd (joined at 4:05pm), and Marta Tarantsey.

Additional attendees: Frank Phillips (Interim Library Director), Kelda Vath (Assistant Director, Support Services), Joan Vigil (Assistant Director, Public Services), and Yoli Diaz (Executive Assistant)

Susan Kiefer (President)-Absent

CALL TO ORDER/ROLL CALL

Director Keating called the meeting to order at 4:01 p.m. Roll call was taken, and the Land Acknowledgement read.

Discussion Items (Discussion/Action)

Search Firms for the Library Director recruitment process

The Board reviewed proposals from Bradbury Miller, Organizational Architecture, and Prothman for the Executive Director search. Interim Director Frank Phillips recommended Bradbury Miller based on its library expertise and organizational fit. Board members discussed each firm's experience, cost, geographic reach, and search guarantees, with several directors emphasizing the value of library-specific expertise and Bradbury Miller's strong reputation in the profession. Director Shepherd expressed her thoughts on the board to consider conducting the search internally, but Directors Jensen and Tarantsey expressed that staff capacity constraints and the complexity of the process support hiring an external firm. Cost estimates ranged from $18,500 to approximately $34,000. The board moved with a motion to select Bradbury- Miller as the search firm.

Motion: Director Jensen moved to select Bradbury-Miller to conduct the search for the next Library Director and to authorize staff to negotiate the contract. Director Keating seconded the motion. The motion carried, with a vote of 3–1, and one director absent.

Roll Call Vote

Kevin Keating- Y

Patty Jensen- Y

Marta Tarantsey- Y

Marissa Shepherd- N

Kiefer- Absent

Discuss Board Annual Retreat

The Board discussed plans for its annual retreat, including whether to include an outside speaker and how to prioritize agenda topics. Director Shepherd favored a board-led retreat with open discussion rather than a guest speaker, while Director Tarantsey suggested performance management and the board-director relationship as a potential presentation topic. Director Keating proposed compiling and voting on retreat topics and volunteered to create a shared document for board input. The Board agreed to focus on board-led discussions, with members identifying and prioritizing retreat topics for the agenda. Retreat is scheduled for Thursday, July 23, 2026, from 8:00-Noon.

Future Work Sessions

Board of directors suggested future work session topics, including updates on the Executive Director recruitment process and union negotiations. Director Tarantsey and Kelda Vath also recommended discussions on the developing 18-month strategic roadmap. Director Keating suggested that the be the July 1st topic for the boards work session.

RVCOG

Tarantsey reported that RVCOG is revising its membership fee structure, and feedback from district members such as JCLD helped secure a more gradual increase than originally proposed. During the discussion, Keating asked for clarification on the value and benefits of JCLD gains from its RVCOG membership. Tarantsey said she would follow up with specific membership cost figures and ROI information for the board.

Election of Board President

The Board briefly discussed the upcoming election of Board President. Director Keating recommended holding the election at the July Board meeting and requested that it be added to the agenda. Board members were encouraged to submit self-nominations or nominate fellow directors for consideration.

ADJOURN

Director Keating adjourned the meeting at 4:56 p.m.

/s/ Yoli Diaz

Recording Secretary