JACKSON COUNTY LIBRARY DISTRICT (JCLD)
BOARD OF DIRECTORS REGULAR MEETING
Medford Branch Library
Board Meeting Room
205 S Central Ave, Medford, OR
June 17, 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: Frank Phillips (Interim Library Director), 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), Hannah Harding (Legal Counsel), and Yoli Diaz (Executive Assistant).

CALL TO ORDER/ROLL CALL

Director Kiefer called the meeting to order at 5:04 p.m. The Land Acknowledgement was read and roll call was taken.

INTRODUCTIONS/PROCLAMATIONS

NA

CONSENT AGENDA

Director Keating requested item number 6 Elect New Board President & VP to be moved up.

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

NEW BUSINESS
Elect New Board President & VP
Director Kiefer opened the discussion for board members to vote and select a new Board President for FY27. The motions were as follows.

MOTION: Director Tarantey moved to nominate Director Kiefer as Board President, Director Jensen seconded; the vote was unanimous, and the motion passed.

Roll Call Vote
Kiefer- Y
Jensen- Y
Keating- Y
Tarantsey- Y
Shepherd - Y

MOTION: Director Jensen moved to nominate Director Keating as Vice President, Director Kiefer seconded the motion. The motion was approved unanimously.

Pathway Contract Amendment
Kelda Vath- Assistant Director of Support Services, presented the 7th Amendment to the Pathway Contract for a one-year extension of the Pathway custodial service contract, including the contract amendment and pricing proposal. Vath explained the higher hourly rate for Prospect and Butte Falls branches is due to the difficulty of recruiting and retaining local custodial staff.

MOTION: Director Jensen moved to approve the 7th Amendment to the Pathway Contract, Director Keating seconded; the vote was unanimous, and the motion passed.

Policy Updates
Kelda Vath- Assistant Director of Support Services, presented two policies for minor updating. Policy 5-8 Internet Acceptable Use and Policy 5-9 Patron Privacy and Confidentiality. The Board reviewed the minor updates. Kelda explained that the proposed changes clarified language and aligned the policies, including adding consistent language regarding internet use.

MOTION: Director Tarantsey moved to approve the change to Policy 5-8 Internet Acceptable Use as presented, Director Shepherd seconded; the vote was unanimous, and the motion carried.

MOTION: Director Jensen moved to approve the change to Policy 5-9 Patron Privacy and Confidentiality as presented, Director Keating seconded; the vote was unanimous, and the motion carried.

UNFINISHED BUSINESS
Updated Bradbury-Miller Director Recruitment
Interim Library Director Frank Phillips provided an update on the Executive Director recruitment process, noting that the search committee would hold a kickoff meeting on July 8, 2026, with the recruitment firm to review timeline and begin developing a recommendation for the Board. Board members discussed committee composition, opportunities for broader Board involvement throughout the search, and the importance of regular updates. The search committee will consist of 2 Board members, 2 executives, and 3 employees. The board came to a consensus that Direcor Jensen and Director Kiefer will be the two board members on the committee.

REPORTS
JCLF Report
Foundation Director Ginny Auer announced a fundraiser on July 27, 2026, at Premier Car Wash and Oil change to benefit the Foundation and raise awareness of the Dolly Parton Imagination Library. She shared that an update on organizational benchmarks will be provided at next month's meeting. She also shared that the foundation remains active and engaged, with a strong Board on several ongoing initiatives.

Director's Report
Interim Director Frank Phillips shared the statement included in the board packet regarding Reduction in Force. He reported that staff successfully minimized the impact of budget-related workforce reductions through collaboration, voluntary hours reductions, reassignments, and resignations. Board members expressed appreciation to staff and leadership or their creativity, compassion, and cooperation in managing a difficult process.

Pollinator Garden
Vath provided a brief update on the Pollinator Garden at the Phoenix Library. She shared that the garden is nearly complete and expected to be finished within the next few weeks. Minor project changes included replacing a planned concrete sidewalk with a decomposed granite pathway to protect existing pine trees. Board

members expressed appreciation to the Foundation for its support.

COMMITTEE & BOARD MEMBER REPORTS

Finance Committee

Finance Manager Heather Scott provided a recap, noting that she distributed the financial reports via an informational email. No meeting was held, and there were no further discussion or questions.

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

/s/ Yoli Diaz

Recording Secretary