



JACKSON COUNTY LIBRARY DISTRICT (JCLD)
REGULAR BOARD MEETING AGENDA
Board 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
Click the link below to attend using Zoom:
<https://zoom.us/j/96595276734>
October 21, 2026, at 4:00 p.m.

CALL TO ORDER/ROLL CALL

LAND ACKNOWLEDGEMENT

INTRODUCTIONS / PROCLAMATIONS

National Friends of Libraries Week Oct.18-24, 2026

AGENDA AMENDMENTS AND APPROVAL

CONSENT AGENDA (5 minutes)

1. September 16, 2026, Regular Board Meeting Minutes.....2

ORAL REQUESTS AND COMMUNICATIONS FROM AUDIENCE (Comments will be limited to 3 minutes per individual and shall be limited to comments on non-agenda items or on agenda items that do not otherwise provide for public comment. The Board will listen to all comments but will not respond during the meeting)

NEW BUSINESS (Discuss/Action)

2. Resolution 2027-02 Banner Signers- Heather Malepsy (5 minutes) 5
3. Ashland Branch Closure for Flooring – Kelda Vath (5 minutes) 6
4. Policy 5-3 Collection Development Policy – Kelda Vath (5 minutes) 7
5. Budget Committee Recruitment- Susan Kiefer (5 minutes)

REPORTS (Inform)

6. State Statistical Report Data Review- Regina Mannino (15 minutes) 25
7. Director Report- Frank Phillips (10 minutes) 66

COMMITTEE AND BOARD MEMBER REPORTS (Inform) (10 minutes)

8. Relationship Committee

ADJOURNMENT

FUTURE MEETINGS/EVENTS/OBSERVANCES:

October 23, 2026, 3:30pm JCLD Board Work Session

November 18, 2026, 4:00pm 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. If you have further questions or would like to be added to the email notification list, please contact the Executive Assistant Yoli Diaz at 541-774-6406 or director@jcls.org.

If an 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 18 – 24, 2026
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 18-24, 2026, 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 21st day of October, 2026

JACKSON COUNTY LIBRARY DISTRICT BOARD

Susan Kiefer, President



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), Kristin Anderson (Area manager) Heather Scott (Finance Manager), Josh Letsinger (Community Engagement Manager), Jacquelyn Bunick (Legal Counsel), and Yoli Diaz (Executive Assistant).

CALL TO ORDER/ROLL CALL

Director Kiefer called the meeting to order at 4:03 p.m. The Land Acknowledgement was read, and roll call was taken.

INTRODUCTIONS/PROCLAMATIONS

Director Kiefer read a proclamation declaring September 15-October 15 as National Hispanic Heritage Month 2026.

CONSENT AGENDA

MOTION: Director Tarantsey moved to approve the consent agenda and amendment of minutes, Director Jensen seconded; the vote was unanimous, and the motion passed.

EXECUTIVE SESSION

Board convened into Executive Session pursuant to ORS 192.660(2)(d) to conduct deliberations with persons designated by the governing body to carry on labor negotiations at 4:12pm

The Board came out of closed session at 4:48 pm

ORAL REQUESTS AND COMMUNICATIONS FROM AUDIENCE

None

NEW BUSINESS

JCLD/JCLF MOU Amendment

Interim Library Director, Frank Phillips presented the board with an amendment to the MOU. He shared that no changes were made other than dates to reflect current FY.

MOTION: Director Keathing moved to approve the JCLD/JCLF MOU as presented; Director Tarantsey seconded; the vote was unanimous, and the motion passed.

Strategic Roadmap

Josh Letsinger, Community Engagement Manager, presented a two-year Strategic Roadmap developed by the Strategic Planning Committee, which included Director Tarantsey, Director Shepherd, Interim Library Director

Phillips, Joan Vigil, Kelda Vath, and Letsinger. The planning process began in the fall with community listening sessions, staff and stakeholder surveys, and consultation with The Ausland Group. Originally intended as a five-year plan, the roadmap was narrowed to two years following the departure of the previous director, with a focus on organizational stability and establishing a strong foundation for the incoming director. Key priorities include strengthening core competencies, establishing clear processes and benchmarks, and building trusting relationships with key partners.

MOTION: Director Tarantsey moved to approve the Strategic Roadmap as presented. Director Jensen seconded; the vote was unanimous, and the motion passed.

Facilities Condition Assessment

Kelda Vath, Assistant Director - Support Services, presented a recommendation to award a professional services contract to Arkitek for a facilities condition assessment and capital management and funding plan. Vath shared that Reported that four proposals were received and evaluated; two finalists were identified after scoring. Follow-up interviews were conducted to address outstanding questions. Assessment is expected to begin in October.

MOTION: Director Tarantsey moved to approve and seconded to approve a special procurement under ORS 279B.085, authorizing the interim director to negotiate and execute an agreement with Arkitek not to exceed \$85,000. Director Jensen seconded the motion. The motion passed.

Expenditures Approval FY27 Carpet/Flooring Projects

Kelda Vath, Assistant Director of Support Services, presented a recommendation for flooring replacement projects at the White City and Ashland library branches, totaling approximately \$193,627. Vath explained that the district's buildings are nearing 20 years old and that maintaining a regular flooring replacement schedule is standard practice. Ashland has existing trip hazards. Delaying replacement risks higher future costs as material prices rise.

MOTION: Director Tarantsey moved to approve the FY27 flooring replacement projects at the White City and Ashland library branches and authorize the Interim Library Director to proceed with procurement through the Oregon State Price Agreement with Shaw Integrated Solutions, Inc., consistent with the adopted FY27 budget. Director Jensen. The motion passed by a vote of 4-1.

Kiefer- Y

Jensen- Y

Keating- N

Shepherd- Y

Tarantsey-Y

UNFINISHED BUSINESS

Work Session Topics

The board discussed future work session topics. Board members discussed focusing on board preparation for the incoming director, including communication, relationship dynamics, governance, and a board self-evaluation. Director Tarantsey will contact the Gordon Elwood Foundation to facilitate the session. If the Foundation is unavailable, the board will conduct an internal discussion similar to the retreat format.

REPORTS

Director's Report

Interim Director Frank Phillips presented the director's report, highlighting branch activities, the director search, and staffing updates. The director search received 23 applications, with 20 under consideration and preliminary interviews expected in October. A finalist was identified for the Facilities Coordinator position. Phillips also

shared that Regina Manino, Data Analytics Coordinator, introduced a new monthly snapshot tracking key library metrics. He noted that a temporary online registration issue contributed to a decline in new cardholders.

Committee and Board member reports

The September 22 joint JCLD/JCLF Board meeting was officially cancelled due to scheduling conflicts. The boards will work to reschedule the meeting, with the JCLD Board taking a more proactive role in proposing dates and coordinating logistics. In the interim, Director Kiefer will share opportunities for JCLD Board members to attend Foundation Board meetings to strengthen collaboration and communication.

Director Kiefer adjourned the JCLD Board Meeting at 5:20 p.m.

/s/ Yoli Diaz

Recording Secretary

RESOLUTION: 2027-02

A RESOLUTION DESIGNATING BANNER BANK, LOCATED IN MEDFORD, OREGON, AS A DEPOSITORY OF FUNDS FOR THE JACKSON COUNTY LIBRARY DISTRICT AND DESIGNATING AUTHORIZED PERSONNEL AND SIGNERS FOR THE BANNER BANK CHECKING ACCOUNT.

WHEREAS THE BOARD OF THE JACKSON COUNTY LIBRARY DISTRICT FINDS:

A. At its regular meeting on June 4, 2015, the Board approved Resolution 2015-06, authorizing the opening of a checking account at AmericanWest Bank (now Banner Bank) and designating authorized personnel to transact business with Banner Bank and sign checks or authorize withdrawals from the account with Banner Bank.

B. It is the District's practice to reauthorize its bank accounts and designated personnel and signers at its annual organizational meeting in July.

C. It is the practice that the Board designate its President and Vice President, as well as the Library Director, Finance Manager, and Assistant Directors as authorized signers on the Banner Bank checking account.

BE IT RESOLVED:

1. **That former Assistant Director of Public Services Joan Vigil is hereby removed as authorized user on the District's Banner Bank Account.**
2. **That JCLD Assistant Director of Public Services Kristin Anderson is hereby authorized to transact business with Banner Bank on behalf of the Jackson County Library District.**
3. **The following persons are authorized to sign checks or authorize withdrawals from the checking account with Banner Bank on behalf of the Jackson County Library District: President Susan Kiefer, Vice President Kevin Keating, Assistant Director Kelda Vath, Assistant Director Kristin Anderson, and Finance Manager Heather Malepsy.**

The above resolution statement was approved by the Board of the Jackson County Library District and declared adopted this 21st day of October, 2026.

By:

Attest:

Susan Kiefer, Board President

Yoli Diaz, Recording Secretary

Board Vote:

- Susan Kiefer_____
- Patty Jensen_____
- Marta Tarantsey_____
- Marissa Barrientos Shepherd_____
- Kevin Keating_____



JCLD Board Meeting

Agenda Item Memo

Date: October 21, 2026

Title: Ashland Branch temporary closure for flooring project

From: Kelda Vath, Assistant Director of Support Services

Summary:

At the September 2026 Regular Meeting of the JCLD Board, the FY27 flooring project expenditures were approved. Staff are now requesting Board approval to close the Ashland Branch for one week, November 30 – December 5, 2026, to proceed with the approved project.

Recommendation:

Staff recommend that the Board approve a temporary closure of the Ashland Branch per the plan as presented.

Resource Requirements:

Funding for this flooring project was included in the FY27 Capital Improvement Fund budget and was approved at the September meeting.

Background and Additional Information:

The Ashland Branch flooring project proposed timeline and plan is as follows:

- Phase 1 - **Branch Closure: Monday, Nov 30 – Saturday, Dec 5**
Main level flooring replacement including staff workroom
- Phase 2 - Upper-Level Closure: Monday, Dec 7 – Saturday, Dec 12
Limited Public PCs to be made available on the main level during this week.
- Phase 3 - Children's Room Closure: Monday, Dec 21 – Saturday, Dec 26

Please note that the public restroom flooring replacement in Ashland has not yet been scheduled. When that portion of the project takes place it will be done one level at a time and will not otherwise impact branch services.

Additional note: the White City Branch flooring project was completed October 6 and that the branch was closed to the public between Sept 26 – Oct 6, 2026.

Suggested Motion:

Move to approve the one-week closure of Ashland Branch November 30 – December 5, 2026 to accommodate the planned flooring replacement project.



JCLD Board Meeting

Agenda Item Memo

Date: October 21, 2026

Title: Collection Development Policy

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

Recommendation:

The Policy Committee recommends that the Policy 5-3, Collection Development 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 Collection Development Policy was last updated in May 2023. The Policy Committee met on September 14, 2026 to review and discuss staff's new proposed policy revisions. Committee input shared at that meeting was incorporated into the policy revisions, which include the following updates:

- Rearranged content sections for improved readability and comprehension.
- New section for "Specific Collection Selection Criteria" adding details about digital resources and collections, Library of Things, and the new Experience Pass Collection.
- Minor edits throughout to increase clarity.

Attachments:

- 5-3 Collection Development Policy, red-lined copy
- 5-3 Collection Development Policy, clean version

Suggested Motion:

Move to approve the updated Policy 5-3, Collection Development Policy as presented.



Policy 5-3	Collection Development Policy	Created: 04/13/2017 Revised:- ~~5/19/2023~~ 09/08/2026 Approved: 06/21/2023
------------	-------------------------------	---

I. PURPOSE

This policy explains the scope and objectives of the collection, collection development and maintenance, Intellectual Freedom, the use of Artificial Intelligence, and the Request for Reconsideration Process.

II. INTRODUCTION

~~The Jackson County Library Services (JCLS) Collection Development Policy supports the overall goals and objectives of the Library as expressed in the organization's mission, vision, values, and strategic initiatives.~~ The Collection Development Policy supports Jackson County Library Services' (JCLS) overall goals and is grounded in the principles of Intellectual Freedom and equal access for all. This policy outlines the practices and guidelines used to create a dynamic, popular collection and uphold professional standards. The JCLS collection is one of the most visible services the Library provides to the community and this policy informs the public on how the collection is created and maintained. The Policy ensures that over time the Library's collection will continue to best serve and enrich the community.

III. SCOPE

The Library selects materials in a variety of formats and languages to meet the needs and interests of Jackson County residents. Selections are made by library staff to provide a balanced collection of educational, recreational, informational, and cultural materials appealing to the interests of a diverse population. Materials will be provided in convenient and cost-effective formats. The collection emphasizes current, popular materials, while maintaining a core collection of enduring works and local history. It is not archival or comprehensive. The Library does not aim to duplicate materials available elsewhere in the community, such as school and academic libraries, research institutions, and other community organizations.

The Library participates in cooperative resource sharing networks with Rogue Community College (RCC). ~~These institutions~~ RCC selects and maintains materials consistent with their ~~individual~~ collection development policies. Materials available through ~~these networks~~ this resource sharing do not fall under the jurisdiction of JCLS's collection development policy.

The collection is shared system-wide and distributed among the 15 branch locations.

~~IV. INTELLECTUAL FREEDOM~~

~~The Library will uphold Intellectual Freedom as expressed in the Library Bill of Rights, the Freedom to Read Statement and the Freedom to View Statement adopted by the American Library Association. Intellectual Freedom is the right of every individual to both seek and receive information from all~~

~~points of view without restriction. It provides for free access to all expressions of ideas through which any and all sides of a question, cause or movement may be explored.~~

~~The Library's varied collection is available to all; however, it is not expected that all of the collection will appeal to everyone. Individual or group views about a particular item, subject, or type of material in the collection may not prevent its use by others. No item shall be removed because of partisan or doctrinal disapproval. The Library upholds the right of the individual to secure these resources, even though the content may be controversial, unorthodox, or unacceptable to some.~~

~~Parents and guardians, not JCLS or library staff members, have the responsibility to guide and direct the reading, listening and viewing choices of their own minor children. This responsibility does not extend to the minor children of other parents or guardians.~~

V.IV. OBJECTIVES OF THE COLLECTION COLLECTION DEVELOPMENT

A. Responsibility for Selection

The responsibility for the selection of library materials rests ultimately with the Library Director. Under the Director's guidance, Collection Development staff ~~has responsibility~~are responsible for the selection of materials. ~~All staff members and residents of Jackson County are welcome to recommend materials for consideration. The library collection shall be a diverse source of information, representing as many viewpoints as possible.~~

• Patron and Staff Suggestions

JCLS accepts suggestions from JCLS patrons and staff for possible purchase of materials. Limits may be placed on the number of suggestions individual patrons may submit within a set period. All suggestions are given serious ~~consideration~~ evaluation and are considered by the same criteria as all other materials purchased for the Library.

B. General Selection Criteria

Jackson County Library Services selects materials for all ages based on awareness of community interests and concerns, national and international issues and events, publishing trends, new insights, societal trends, and the professional judgment of selectors regarding the material's value to the Library's collection. The library collection shall be a diverse source of information, representing as many viewpoints as possible.

The location of an item within the collection is determined by the intended audience. Selection decisions for the collection are not influenced by the possibility that ~~the~~ materials may be accessible to minors. Materials ~~are~~is not excluded because of the race, nationality, religion, gender, sexual orientation, or political and social views of the author. Inclusion of materials does not imply agreement with or endorsement of content.

General criteria for selecting all formats of material, both physical and digital, include, but are not limited to:

- Reputation and qualifications of the author, creator, or publisher of the work
- Patron interest and demand
- Timeliness of material
- Historical significance of author or subject
- Literary and artistic merit
- Local emphasis

- Cultural influence
- Diversity of viewpoint
- Suitability of format for library circulation and use
- ~~Historical significance of author or subject~~
- Availability in other formats and need for in-house processing
- Budgetary and space considerations
- Suitability of format for library circulation and use
- Cost, whether for individual items or an entire series
- ~~_____~~

C. Languages

~~In order to be reflective of and responsive to the community which JCLS serves, the Library collects informational, recreational and educational material for all ages in languages other than English. The specific languages and allocated amounts are based on community demographics and patron interests.~~

VI. PATRON SUGGESTIONS

JCLS accepts suggestions from the community for possible purchase of materials. Limits may be placed on the number of suggestions individual patrons may submit within a set period. All suggestions are given serious consideration and are considered by the same criteria as all other materials purchased for the Library.

C. Specific Collection Selection Criteria

~~Overall selection guidelines~~~~General selection criteria~~The following collections have specific criteria used during the selection process in addition to the general selection criteria listed above.

Usability ~~Ease of use~~

- Digital Resources and Lending Platforms

The library's Digital Collection includes lending platforms for digital items such as eBooks, eAudiobooks, and streaming media; online learning tools; and research databases.

The library contracts with third party vendors to provide these resources. Access is determined by vendor agreements, subscription terms, and licensing models.

In addition to general selection criteria additional criteria used during selection and renewal includes:

- Resources that are designed for institutional access and use
- Favorable licensing terms
- Scope of catalog or database
- Ease of use
- Accessibility

- Experience Pass Collection

The Experience Pass Collection contains electronically bookable passes to museums, cultural institutions, and recreational sites located within Jackson County.

Specific criteria used during selection include:

- Location
- Number of guests included per pass
- Level of access to institution/site
- Compatibility with booking software

- Library of Things

JCLS provides a Library of Things collection of non-traditional library materials that patrons have occasional use for, would like to try out prior to purchasing, or may not otherwise have access to.

Specific criteria used during selection include:

- ☐ Usability
- ☐ Ease of use

- ☐ Quality of construction
- ☐ Recurring maintenance requirements
- ☐ Longevity and durability
- ☐ Storage space and portability
- ☐ Safety

• Local History

The JCLS Local History Collection makes available materials of enduring value related to the land, nature, people, places, history, and cultures of Jackson County, Oregon.

Items not collected include:

- Items in poor condition
- Items requiring conservation
- Artifacts
- Fiction

The Local History Collection does not serve as a legal repository for any material, including County, City or School material, and is not responsible for selecting, retaining, or providing access to any material required by law to be kept as official documents or archival records.

This collection is not intended to duplicate other specialized Oregon research collections in the area.

~~A. Local Authors~~

~~Authors who live or have lived within the boundaries of Jackson County may donate copies of their book to be added to the collection, but the Library does not guarantee inclusion in the collection. Items donated to the Library become the property of the Library and will not be returned to the donating party.~~

~~B. Library of Things~~

~~JCLS provides a Library of Things collection of non-traditional library materials that patrons have occasional use for, would like to try out prior to purchasing, or may not otherwise have access to. Overall selection guidelines apply to this collection as well as specific criteria such as:~~

- ~~• Usability~~
- ~~• Quality of construction~~
- ~~• Recurring maintenance requirements~~
- ~~• Longevity and durability~~
- ~~• Storage space and portability~~
- ~~• Cost~~
- ~~• Safety~~

~~C. Digital Resources~~

~~Digital resources are materials provided in electronic formats that are accessible through electronic devices. They are delivered in a variety of ways and extend the reach of the Library because they are available remotely and when libraries are closed. Digital resources are subject to the same general selection criteria as other materials. The duplication of titles among different online delivery formats is~~

minimized.

D.C. Gifts – Donation of Books Items Policy

~~JCLS accepts donations of books and other material in good condition, through each location's Friends of the Library group. Donations are accepted at all locations and an acknowledgment form is provided upon request by the Friends.~~ Donations are not added to the general collection unless under exceptional circumstances. Donations are accepted at any location with a Friends of the Library group. These groups accept donations of books and other material in good condition, and an acknowledgment form is provided upon request. Some branches have Friends of the Library groups that may accept donations of books and other materials in good condition.

- **Local Authors**

- Authors who live or have lived within the boundaries of Jackson County may donate a copy of their book for consideration to be added to the collection, but the Library does not guarantee inclusion in the collection as the item will be evaluated by the same criteria as all other materials purchased for the Library. Items donated to the Library become the property of the Library and will not be returned to the donating party.

VII.V. COLLECTION MAINTENANCE

JCLS's collection is dynamic ~~and in order to maintain a current, accurate and appealing collection, continuous evaluation is necessary~~ and continuous evaluation is necessary to keep it current, accurate and appealing. Materials are regularly added and removed. An item may be withdrawn for a variety of reasons, including, but not limited to:

- Out-of-date information
- Availability of updated information and/or newer edition
- ~~Aged, worn, or damaged condition~~
- Insufficient use or lack of demand
- No longer responds to current needs or interests
- ~~Format no longer collected~~

- Amount exceeds level of demand and/or space limitations
- ~~Out-of-date information~~
- ~~Availability of updated information and/or newer edition~~
- ~~Aged, worn, or damaged condition~~

At the discretion of the Library, items that are removed from the collection may be given to the Friends of the Library, other appropriate organizations, or be disposed of.

~~ARTIFICIAL INTELLIGENCE~~

~~Materials produced with the assistance of generative artificial intelligence are subject to the same selection criteria as other materials, including consideration of available criticism, preview copies, existing promotion, and other background research.~~

~~Additional scrutiny will be given to works produced outside of mainstream publishing channels and in instances where there is limited or lack of evidence of editorial oversight. Due to the potential for the generation of false information, reference and informational texts produced by generative AI will be explicitly excluded from the collection.~~

~~Use of AI in Digital Collection resources to augment tools like search will be reviewed in accordance with existing systemwide policies on AI use and inclusion.~~

VI. INTELLECTUAL FREEDOM

The Library will uphold Intellectual Freedom as expressed in the Library Bill of Rights, the Freedom to Read Statement and the Freedom to View Statement adopted by the American Library Association. Intellectual Freedom is the right of every individual to both seek and receive information from all points of view without restriction. It provides for free access to all expressions of ideas through which any and all sides of a question, cause or movement may be explored.

The Library's varied collection is available to all; however, it is not expected that all of the collection will appeal to everyone. Individual or group views about a particular item, subject, or type of material in the collection may not prevent its use by others. No item shall be removed because of partisan or doctrinal disapproval. The Library upholds the right of the individual to secure these resources, even though the content may be controversial, unorthodox, or unacceptable to some.

Parents and guardians, not JCLS or library staff members, have the responsibility to guide and direct the reading, listening and viewing choices of their own minor children. This responsibility does not extend to the minor children of other parents or guardians.

VIII.VII. REQUEST FOR RECONSIDERATION OF MATERIALS **AN ITEM IN THE COLLECTION**

~~JCLS recognizes the right of an individual, residing in Jackson County, to question materials in the library collection and has developed a process to address concerns. Groups or organizations may not submit a Request for Reconsideration of Materials. Limits may be placed on the number of requests individual patrons may submit within a set period.~~

~~The process includes completing a written Request for Reconsideration of Library Materials form for the specific item and submitting it to the Library Director. Only one item may be requested per form. The initial request is confidential unless the individual reveals themselves to the public, though if a~~

~~decision is appealed it is considered to be part of the public record.~~

~~The Library Director will reply in writing to the individual within 30 days of receiving the completed form.~~

~~The decision of the Library Director may be appealed to the Library District Board within 30 days of receiving the response. The Board reserves the right to deny consideration of an appeal if it creates an unreasonable workload, or when the Board determines that a request lacks sufficient merit. The decision of the Board is final.~~

~~The item in question, except for a copy the staff uses for the review process, will remain in the collection pending the Library Director's written decision. Reconsideration requests for a specific title can only be submitted once every year. The Request for Reconsideration of Library Materials is attached to the policy (Attachment A).~~

JCLS recognizes the right of JCLS patrons to question whether an item in the collection adheres to the criteria laid out in the Collection Development Policy, either due to its inclusion in the collection as a whole or its inclusion within a specific collection. This process was developed to address concerns and consists of completing a written Request for Reconsideration of an Item in the Collection form (See Attachment A) for the specific item and submitting it to the Library Director. The Library Director will reply in writing to the individual within 30 days of receiving the completed form.

The decision of the Library Director may be appealed to the Library District Board within 30 days of receiving the response. The Board reserves the right to deny consideration of an appeal if it creates an unreasonable workload, or when the Board determines that a request lacks sufficient merit. The decision of the Board is final. [When will they take this up and how will that work?]

The request for reconsideration process is limited to individual JCLS patrons and each patron may submit up to 4 requests per fiscal year, each item requiring a separate request. The same item will only be reviewed once every 3 years and every item is reviewed as a whole, not in parts. All library records, including completed Request for Reconsideration forms, are subject to public records requests.

The item in question, except for the copy staff uses as part of the review process, will remain in the collection pending the Library Director's written decision.



Request for Reconsideration of ~~Library Materials~~ an Item in the Collection

Date of Submission: _____

~~If you have concerns about library materials or resources, please complete all sections of this form to ensure prompt consideration by library staff. You may attach additional documentation to support your request.~~

As stated in JCLS' Collection Development Policy, JCLS upholds intellectual freedom. The Library does not exclude materials because of the race, nationality, religion, gender, sexual orientation, or political and social views of the author. Inclusion of materials does not imply agreement with or endorsement of content.

If you have concerns that an item in JCLS' collection does not adhere to the criteria laid out in the Collection Development Policy, either due to its inclusion in the collection as a whole or its inclusion within a specific collection, please fill out this form in its entirety.

MATERIAL FOR RECONSIDERATION

Author/Creator: _____

Title: _____

Date/Edition: _____

Format:

_____ Book _____ Magazine/Newspaper _____ Video/Music
_____ Electronic Database _____ Audiobook Other: _____

Did you read, review or listen to the entire work or a portion of the work? - ___ All ___ Part

What aspect of the ~~material~~ item do you object to? Please be as specific as possible:

What specific pages/sections /parts illustrate your concerns?

What action would you recommend the Library ~~to~~ take?

CONTACT INFORMATION

Name: _____ Telephone: _____

Address: _____ Email: _____

Please send completed form to: Library Director, Jackson County Library Services 205 S. Central Ave,
Medford, OR 97504

Library Operations**Section 5**

Policy 5-3	Collection Development Policy	Created: 4/13/2017 Revised: 9/21/2026 Approved: 06/21/2023
-------------------	--------------------------------------	---

I. PURPOSE

This policy explains the scope of the collection, collection development and maintenance, Intellectual Freedom, and the Request for Reconsideration Process.

II. INTRODUCTION

The Collection Development Policy supports Jackson County Library Services' (JCLS) overall goals and is grounded in the principles of Intellectual Freedom and equal access for all. This policy outlines the practices and guidelines used to create a dynamic, popular collection and uphold professional standards. The JCLS collection is one of the most visible services the Library provides to the community and this policy informs the public on how the collection is created and maintained. The Policy ensures that over time the Library's collection will continue to best serve and enrich the community.

III. SCOPE

The Library selects materials in a variety of formats and languages to meet the needs and interests of Jackson County residents. Selections are made by library staff to provide a balanced collection of educational, recreational, informational, and cultural materials appealing to the interests of a diverse population. Materials will be provided in convenient and cost-effective formats. The collection emphasizes current, popular materials, while maintaining a core collection of enduring works and local history. It is not archival or comprehensive. The Library does not aim to duplicate materials available elsewhere in the community, such as school and academic libraries, research institutions, and other community organizations.

The Library participates in cooperative resource sharing with Rogue Community College (RCC). RCC selects and maintains materials consistent with their collection development policy. Materials available through this resource sharing do not fall under the jurisdiction of JCLS's collection development policy.

The collection is shared system-wide and distributed among the 15 branch locations.

IV. COLLECTION DEVELOPMENT

A. Responsibility for Selection

The responsibility for the selection of library materials rests ultimately with the Library Director. Under the Director's guidance, Collection Development staff are responsible for the selection of materials.

- **Patron and Staff Suggestions**

JCLS accepts suggestions from JCLS patrons and staff for possible purchase of materials. Limits may be placed on the number of suggestions individual patrons may submit within a set period. All suggestions are given serious evaluation and are considered by the same criteria as all other materials purchased for the Library.

B. General Selection Criteria

JCLS selects materials for all ages based on awareness of community interests and concerns, national and international issues and events, publishing trends, new insights, societal trends, and the professional judgment of selectors regarding the material's value to the Library's collection. The library collection shall be a diverse source of information, representing as many viewpoints as possible.

The location of an item within the collection is determined by the intended audience. Selection decisions for the collection are not influenced by the possibility that materials may be accessible to minors. Materials are not excluded because of the race, nationality, religion, gender, sexual orientation, or political and social views of the author. Inclusion of materials, nor the exclusion of materials, does not imply agreement with or endorsement of content.

General criteria for selecting all formats of material, both physical and digital, include, but are not limited to:

- Reputation and qualifications of the author, creator, or publisher of the work
- Patron interest and demand
- Timeliness of material
- Historical significance of author or subject
- Literary and artistic merit
- Local emphasis
- Cultural influence
- Diversity of viewpoint
- Suitability of format for library circulation and use
- Availability and need for in-house processing
- Budgetary and space considerations
- Cost, whether for individual items or an entire series

C. Specific Collection Selection Criteria

The following collections have specific criteria used during the selection process in addition to the general selection criteria listed above.

- **Digital Resources and Lending Platforms**

The library's Digital Collection includes lending platforms for digital items such as eBooks, eAudiobooks, and streaming media; online learning tools; and research databases.

The library contracts with third party vendors to provide these resources. Access is determined by vendor agreements, subscription terms, and licensing models.

In addition to general selection criteria additional criteria used during selection and renewal includes:

- Resources that are designed for institutional access and use
- Favorable licensing terms
- Scope of catalog or database
- Ease of use
- Accessibility

- **Experience Pass Collection**

The Experience Pass Collection contains electronically bookable passes to museums, cultural institutions, and recreational sites located within Jackson County.

Specific criteria used during selection include:

- Location
- Number of guests included per pass
- Level of access to institution/site
- Compatibility with booking software

- **Library of Things**

JCLS provides a Library of Things collection of non-traditional library materials that patrons have occasional use for, would like to try out prior to purchasing, or may not otherwise have access to.

Specific criteria used during selection include:

- Ease of use
- Quality of construction
- Recurring maintenance requirements
- Longevity and durability
- Storage space and portability
- Safety

- **Local History**

The JCLS Local History Collection makes available materials of enduring value related to the land, nature, people, places, history, and cultures of Jackson County, Oregon.

Items not collected include:

- Items in poor condition
- Items requiring conservation
- Artifacts
- Fiction

The Local History Collection does not serve as a legal repository for any material, including County, City or School material, and is not responsible for selecting, retaining, or providing access to any material required by law to be kept as official documents or archival records.

This collection is not intended to duplicate other specialized Oregon research collections in the area.

D. Gifts – Donation of Items Policy

Donations are not added to the general collection unless under exceptional circumstances. Some branches have Friends of the Library groups that may accept donations of books and other materials in good condition.

- **Local Authors**

Authors who live or have lived within the boundaries of Jackson County may donate a copy of their book for consideration to be added to the collection, but the Library does not guarantee inclusion in the collection as the item will be evaluated by the same criteria as all other materials purchased for the Library.

Items donated to the Library become the property of the Library and will not be returned to the donating party.

V. COLLECTION MAINTENANCE

JCLS's collection is dynamic and continuous evaluation is necessary to keep it current, accurate and appealing. Materials are regularly added and removed. An item may be withdrawn for a variety of reasons, including, but not limited to:

- Out-of-date information
- Availability of updated information and/or newer edition
- Aged, worn, or damaged condition
- Insufficient use or lack of demand
- No longer responds to current needs or interests
- Format no longer collected

- Number of copies exceeds level of demand and/or space limitations

At the discretion of the Library, items that are removed from the collection may be given to the Friends of the Library, other appropriate organizations, or be disposed of.

VI. INTELLECTUAL FREEDOM

The Library will uphold Intellectual Freedom as expressed in the Library Bill of Rights, the Freedom to Read Statement and the Freedom to View Statement adopted by the American Library Association. Intellectual Freedom is the right of every individual to both seek and receive information from all points of view without restriction. It provides for free access to all expressions of ideas through which any and all sides of a question, cause or movement may be explored.

The Library's varied collection is available to all; however, it is not expected that all of the collection will appeal to everyone. Individual or group views about a particular item, subject, or type of material in the collection may not prevent its use by others. No item shall be removed because of partisan or doctrinal disapproval. The Library upholds the right of the individual to secure these resources, even though the content may be controversial, unorthodox, or unacceptable to some.

Parents and guardians, not JCLS or library staff members, have the responsibility to guide and direct the reading, listening and viewing choices of their own minor children. This responsibility does not extend to the minor children of other parents or guardians.

VII. REQUEST FOR RECONSIDERATION OF AN ITEM IN THE COLLECTION

JCLS recognizes the right of JCLS patrons to question whether an item in the collection adheres to the criteria laid out in the Collection Development Policy, either due to its inclusion in the collection as a whole or its inclusion within a specific collection. This process was developed to address concerns and consists of completing a written Request for Reconsideration of an Item in the Collection form (See Attachment A) for the specific item and submitting it to the Library Director. The Library Director will reply in writing to the individual within 30 days of receiving the completed form.

The decision of the Library Director may be appealed to the Library District Board within 30 days of receiving the response. The Board reserves the right to deny consideration of an appeal if it creates an unreasonable workload, or when the Board determines that a request lacks sufficient merit. The decision of the Board is final.

The request for reconsideration process is limited to individual JCLS patrons and each patron may submit up to 4 requests per fiscal year, each item requiring a separate request. The same item will only be reviewed once every 3 years and every item is reviewed as a whole, not in parts. All library records, including completed Request for Reconsideration forms, are subject to public records requests.

The item in question, except for the copy staff uses as part of the review process, will remain in the collection pending the Library Director's written decision.



Request for Reconsideration of Items in the Collection

Date of Submission:

As stated in JCLS' Collection Development Policy, JCLS upholds intellectual freedom. The Library does not exclude materials because of the race, nationality, religion, gender, sexual orientation, or political and social views of the author. Inclusion of materials does not imply agreement with or endorsement of content.

If you have concerns that an item in JCLS' collection does not adhere to the criteria laid out in the Collection Development Policy, either due to its inclusion in the collection as a whole or its inclusion within a specific collection, please fill out this form in its entirety.

MATERIAL FOR RECONSIDERATION

Author/Creator: _____

Title: _____

Date/Edition: _____

Format:

_____ Book _____ Magazine/Newspaper _____ Video/Music
_____ Electronic Database _____ Audiobook Other: _____

Did you read, review or listen to the entire work or a portion of the work? All Part

What aspect of the item do you object to? Please be as specific as possible:

What specific pages/sections/parts illustrate your concerns?

What action would you recommend the Library take?

CONTACT INFORMATION

Name: _____ Telephone: _____

Address: _____ Email: _____

Please send completed form to: Library Director, Jackson County Library Services 205 S. Central Ave, Medford, OR 97504



JCLD Board Meeting

Agenda Item Memo

Date: October 21, 2026

Title: State Statistical Report FY26

From: Regina Mannino, Data & Analytics Coordinator

Recommendation:

Staff recommend 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, 2026.

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.

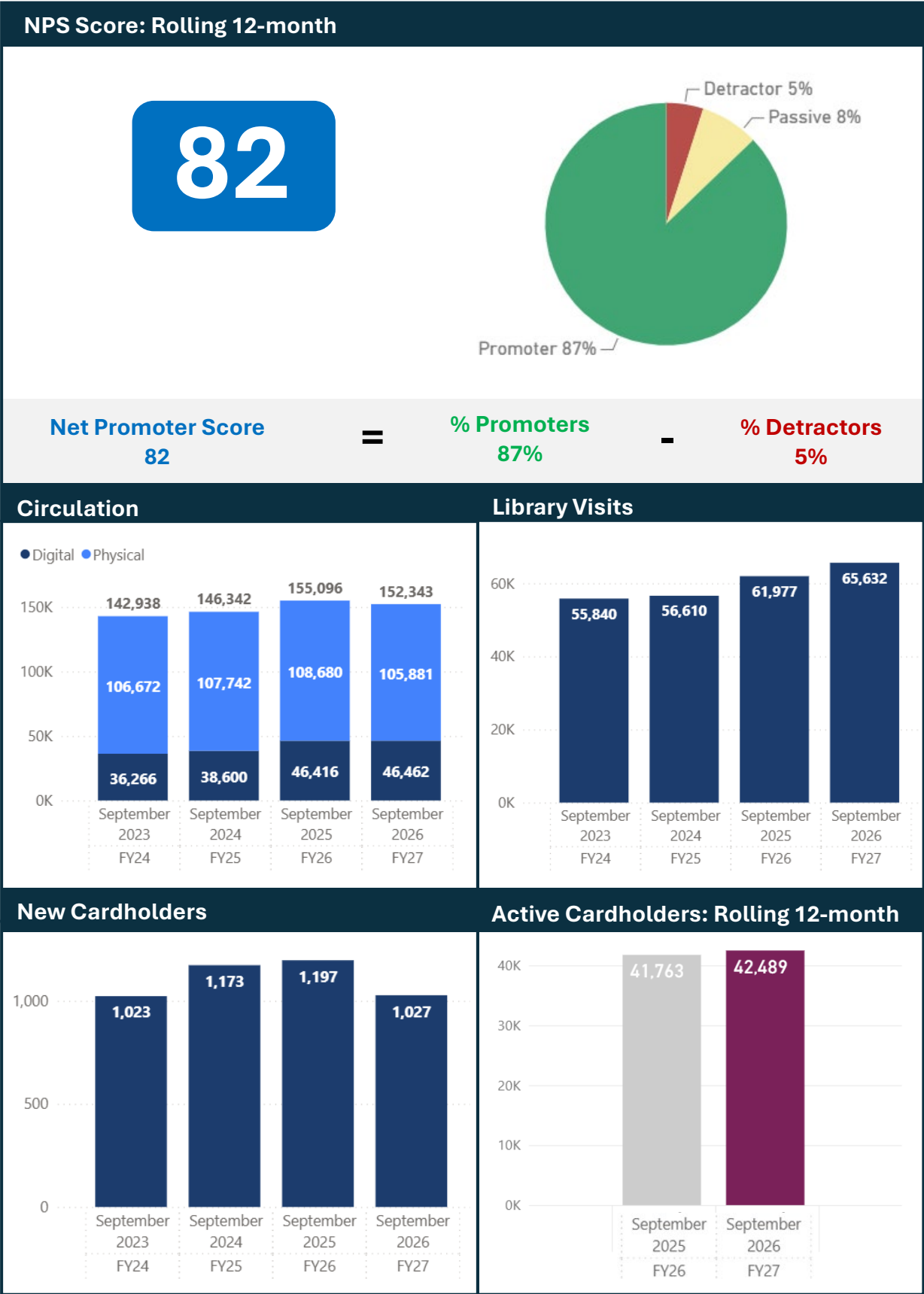
Attachments:

- State Statistical Report FY26

Suggestion Motion:

Move to approve the FY26 Annual Oregon Statistical Report as presented.

JCLS Board KPI Snapshot – September 2026



Part 1	General Information	FY24	FY25	FY26	% of Change	Notes
101	Official name of library	Jackson County Library Services	Jackson County Library Services	Jackson County Library Services		
102	Street address	205 S Central Ave	206 S Central Ave	206 S Central Ave		
103	City	Medford	Medford	Medford		
104	Zip	97501	97501	97501		
105	Mailing address	205 S Central Ave	205 S Central Ave	205 S Central Ave		
106	City	Medford	Medford	Medford		
107	Zip	97501	97501	97501		
108	County	Jackson	Jackson	Jackson		
109	Library's main phone number	5417748673	5417748673	5417748673		
110	District or Cooperative Membership	district	district	district		
111	Boundary change	No	No	No		
113	Have any branches moved or changed address?	No	No	No		
114	Central Library	1	1	1		
115	Branches	14	14	14		
116	Bookmobiles	0	0	0		
118	Number of registered users.	105,824	103,389	65,038	-37.1%	Change in how registered users are counted per State feedback: Only accounts showing activity in the past 3 years. Brings number closer to what we see with OrangeBoy Savannah (42k active in the past year.)

119	Number of new registered users added.	10,997	10,914	11,329	3.8%	Measuring with an annual timeframe continues to show lower results than measuring by month.
-----	---------------------------------------	--------	--------	---------------	------	---

Part 2	Staff & Volunteers	FY24	FY25	FY26	% of Change	Notes
201	Number of librarians with ALA/MLIS.	24	25	25	0.0%	
202	Number of other persons holding the title of librarian	1	1	1	0.0%	
203	Total librarians (in FTE).	25	25.25	25.25	0.0%	
204	All other paid staff (in FTE).	119	119.88	121.63	1.5%	
205	Total paid staff (in FTE).	144.0	145.1	146.9	1.2%	
206	Total number of volunteers (individuals).	93	115	75	-34.8%	Per audit result of volunteer tracking
207	Total Volunteer hours.	2,888	2,709	3,539	30.6%	Per audit result of volunteer hours tracking
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).	88	93	92	-1.1%	
212	Number of part-time permanent positions between 20 and 37.5 hours/week.	84	83	84	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	16	19	18.8%	
221	Does your library host an annual (or more frequent) in-service or training day for staff? Yes/No.			Yes		
222	Does your library typically have a specific budget each year for staff professional development?			Yes		

Part 3	Library Revenue	FY24	FY25	FY26	% of Change	
301	City revenue	-				
302	County revenue	-				
303	District revenue	12,917,875	15,252,178	16,087,232	5.47%	
304	Total local government revenue	12,917,875	15,252,178	16,087,232	5.47%	
305a	Ready to Read Grant Revenue	40,688	41,498	39,697	-4.34%	
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	39,697	-4.34%	
306	LSTA grant revenue	20,000	-	-		
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	-	-		
310	Other Operating Revenue	1,279,540	1,325,949	1,225,490	-7.58%	Interest income was less than the prior year by approximately \$130k
311	Total library operating revenue	14,258,102	16,619,625	17,352,419	4.41%	
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	No		
321	Year Levy established	N/A	N/A	N/A		
322	Year Levy expires	N/A	N/A	N/A		
330	Library Bond measure	No	No	No		
331	Bond amount	N/A	N/A	N/A		
332	Bond Expiration date	N/A	N/A	N/A		

Part 4	Library Expenditures	FY24	FY25	FY26	% of Change	Notes
401	Salaries and wages.	7,704,204	8,131,448	8,590,970	5.7%	
402	Employee benefits.	1,916,407	2,728,372	2,916,364	6.9%	
403	Total staff expenditures.	9,620,610	10,859,820	11,507,334	6.0%	
406	Total expenditure on print materials	748,406	907,893	903,680	-0.5%	
407	Electronic materials expenditures	616,022	602,683	879,105	45.9%	Total of 879k includes: -Overdrive OLCC: 39k -Overdrive: 241k -Overdrive Hulburt: 260k -Overdrive FY holdovers: 43k -Hoopla: 133k -Kanopy: 40k -Databases: 123k Note that additional funds vs usual were used to help build the JCLS Overdrive collection in preparation to leave OLCC starting in FY27.
408	Other materials expenditures	188,155	214,446	159,112	-25.8%	
409	Total expenditures on collection	1,552,583	1,725,022	1,941,898	12.6%	
410a	All other operating expenditures	4,612,118	4,507,011	4,306,327	-4.5%	
410b	Internal Services Charges					

411	Total library expenditures	15,785,312	17,091,852	17,755,559	3.9%	
412	Library construction expenditures	-	-	-		
413	Capital equipment expenditures	-	-	-		
414	Other capital expenditures	440,035	389,962	588,353	50.9%	Medford - glass doors, elevator repair, furnishings for new office space, Ashland - stained glass, Shady Cove - sprinkler system, Phoenix - pollinator garden, Multiple locations - drinking fountains
415	Total capital expenditures	440,035	389,962	588,353	50.9%	

Part 5	Library Collections	FY24	FY25	FY26	% of Change	
501	Books and other printed items - physical units	301,818	311,960	304,687	-2.3%	
502	Books and other printed items - physical units added	36,157	48,455	49,170	1.5%	Around 17% of books/printed items in the collection were purchased in FY26.
503	Audio materials - physical units	28,730	27,164	23,255	-14.4%	
504	Audio materials - physical units added	1,916	1,590	679	-57.3%	Deliberate reduction
505	Video materials - physical units	44,873	49,364	49,008	-0.7%	
506	Video materials - physical units added	5,812	6,350	5,458	-14.0%	Very popular collection but format availability is changing.
507	Other circulating physical library materials	1,499	10,693	8,178	-23.5%	
508	Other circulating physical library materials - units added	486	5,491	4,663	-15.1%	
509	Total number of physical units	376,920	399,181	385,128	-3.5%	
510	Total number of physical units added	44,371	61,886	59,970	-3.1%	
533a	Number of Spanish language items (physical)	12,471	12,340	11,304	-8.4%	

Part 6	Circulation and Collection Use	FY24	FY25	FY26	% of Change	Notes
Database Usage						
603	Total of Successful retrievals of electronic information	206,713	353,179	163,019	-54%	Data issues in popular A-Z database resulted in needing to shift reporting methodology from number of downloads to number of sessions. For FY26, A-Z data was replaced by the median monthly value of downloads times twelve months, and starting in FY27 we will report by sessions instead. Without this data cleaning, A-Z data downloads alone would be 2.6 million, so 13x the use we usually see as far as downloads.
609	Automatic renewals of Physical materials	Yes	Yes	Yes		

Part 6	Circulation and Collection Use	FY24	FY25	FY26	% of Change	
Physical Circulation						
610	Number of first-time circulation of adult materials	398,008	374,522	354,600	-5%	
611	Number of renewals of adult materials	207,343	213,854	212,591	-1%	
612	Number of first-time circulation of YA materials	28,219	30,283	29,966	-1%	
613	Number of renewals of YA materials	23,177	24,195	23,869	-1%	
614	Number of first-time circulation of children's materials	326,707	315,466	318,804	1%	
615	Number of renewals of children's materials	252,743	259,242	263,449	2%	
616	Number of first-time circulation of other library materials	7,131	9,491	9,210	-3%	
617	Number of renewals of other library materials	711	5,453	7,005	28%	Driven by video game renewals
618	First-time circulation not separated into adult, YA or children's materials	17,647	14,892	11,522	-23%	
619	Renewals not separated into adult, YA or children's materials	496	999	3,768	277%	Magazine renewals up
620	Total first-time physical circulation	777,712	744,654	724,102	-3%	
621	Total renewals of physical collection	484,470	503,743	510,682	1%	
622	Total circulation of adult materials	605,351	588,376	567,191	-4%	

623	Total circulation of YA materials	51,396	54,478	53,835	-1%	
624	Total circulation of children's materials	579,450	574,708	582,253	1%	
625	Total circulation of Other library materials	7,842	14,944	16,215	9%	LOT and video game use continue to be strong
626	Total circulation not separated into adult, YA or children's materials	18,143	15,891	15,290	-4%	
627	Total circulation of physical items	1,262,182	1,248,397	1,234,784	-1%	

Part 6 Digital Circulation		Circulation and Collection Use	FY24	FY25	FY26	
641	E-book Circulation			187,900	206,326	9.8%
642	E-series Circulation			54,880	70,375	28.2%
643	E-audio Circulation			229,960	290,438	26.3%
644	E-video Circulation			28,778	30,799	7.0%
632	Total number of circulations of electronic materials	434,005	501,518	597,938	19.2%	
633	Total circulation of physical and electronic materials	1,696,187	1,749,915	1,832,722	4.7%	
634	Electronic Content Use	640,718	854,697	760,957	-11.0%	
635	Total Collection Use	1,902,900	2,103,094	1,995,741	-5.1%	

digital magazine
checkouts are up;
fewer overall users
(around 3,300) but
very regular, high
activity

Kanopy is driving this
increase, E-video in
Hoopla is stable

Part 6	Circulation and Collection Use	FY24	FY25	FY26	% change	Notes
Resource Sharing & Interlibrary Loans						
650	Interlibrary loans JCLS lent to RCC using a shared catalog or integrated library system	899	683	610	-11%	
651	Interlibrary loans JCLS lent to all other libraries not in shared catalog or integrated library system	884	902	680	-25%	
652	Total loans JCLS lent to other libraries	1,783	1,585	1,290	-19%	
653	Interlibrary loans JCLS borrowed from RCC using a shared catalog or integrated library system	14,286	14,559	14,871	2%	
654	Interlibrary loans JCLS borrowed from libraries not in shared catalog or automation integrated library system	2,261	1,404	442	-69%	
655	Total Loans JCLS borrowed from other libraries (6.48, 6.47)	16,547	15,963	15,313	-4%	
660	Number of circulations made without charge to non residents from libraries with reciprocal agreements.	-	-	-		

Part 7	Programs and Other Services	FY24	FY25	FY26	% of Change	Notes
701	Total number of reference transactions	47,073	54,084	52,602	-3%	
701b	Reference transactions reporting method	Estimate	Estimate	Estimate		
702	Does your library offer digital literacy instruction sessions?	Yes	Yes	Yes		
703	Does your library offer services or programming in support of workforce development			Yes		
712	Does your library provide a summer reading program?	Yes	Yes	Yes		
						Notes
						Keep in mind: -This section includes Public programs, Storytimes, and Outreach. -The data processing, cleaning, and tracking procedure changed starting in FY26 to enable drill down. -Overall, YOY, we see a 3% increase in offerings from 5,393 to 5,568. We see a 3% decrease in attendance from 92,353 to 89,364. -Online Attendance of 472 will be distributed across these sections, but is not yet reflected.
751	Live Program Sessions for Children 0-5	1,912	1,781	2,131	20%	At the end of last year, JCLS requested that staff make sure that programs intended for Pre-k and children not be labeled general.

752	Attendance at Live Programs for Children Ages 0-5	26,553	24,541	27,365	12%	
753	Live Program Sessions for Children Ages 6-11.	1,054	1,433	1,521	6%	See note above
754	Attendance at Live Programs for Children Ages 6-11	20,041	23,658	26,920	14%	
755	Live Program Sessions for Young Adults Ages 12-18	574	500	429	-14%	
756	Attendance at Live Programs for Young Adults Ages 12-18	5,553	5,513	5,438	-1%	
757	Live Program Sessions for Adults Age 19 or Older.	831	958	894	-7%	
758	Attendance at Live Programs for Adults Age 19 or Older.	9,262	10,292	12,472	21%	See note above
759	Live General Interest Program Sessions	446	614	593	-3%	
760	Attendance at Live General Interest Programs	17,439	23,176	17,169	-26%	
780	Number of self-directed activities	104	82	46	-44%	
781	Number of participants in self-directed activities.	6,991	3,248	1,510	-54%	

Part 8	Technologies and Facilities	FY24	FY25	FY26	% of Change	
801	Total annual of uses (sessions) of public Internet computers	75,783	75,331	74,205	-1.5%	
801b	Reporting Method for total # of internet computer Session.	Actual Count	Actual Count	Actual Count		
802	Total number of Internet terminals used by the general public.	173	175	172	-1.7%	
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	Wi-Fi extends outside building, on 24/7		
804	Number of wireless sessions provided by the library annually	2,358,467	2,361,682	2,517,690	6.6%	
804b	Reporting method for wireless sessions.	Actual Count	Actual Count	Actual Count		
805a	Download speeds as advertised by internet service provider	10000 Mbps	10000 Mbps	10000 Mbps		
805t	Type of Internet Connection	Fiber	Fiber	Fiber		
806a	Upload speed as advertised by your internet service provider	10000 Mbps	10000 Mbps	10000 Mbps		
807	Name of shared Integrated Library System (ILS) consortium (if applicable).	None	None	None		
808	Vendor of integrated library system (ILS) product	Koha	Koha	Koha		
810	Typical week, total Main Library hours open M-F (open to 5:00 pm)	35	35	35	0.0%	

811	Typical week, total Main Library hours open M-F (5:00 pm to close)	9	9	9	0.0%	
812	Typical week, total Main Library hours open Saturday - Sunday (open to 5:00 pm)	10	10	10	0.0%	
813	Typical week, total Main Library hours open Saturday - Sunday (5:00 pm to close)	-	-	-		
814	Total hours in a typical week, main library (auto summed on state report)	54	54	54	0.0%	
815	Total weeks open, main library	52	52	52	0.0%	
816	Total annual public service hours for main library (actual hours)	2,711	2,671	2,684	0.5%	
817	Total library visits to all facilities	722,602	733,593	796,261	8.5%	
817b	Library visits reporting method	Actual Count	Actual Count	Actual Count	Actual Count	
819	Square footage of main library	83,191	83,191	83,191		
820	Total square footage of all library facilities	182,683	182,683	182,683		
821	Date of Building's Original Construction (Medford)	4/1/2004	4/1/2004	4/1/2004		
822	Date of Building's Most Recent Structural Remodel. (Medford)	Oct-2020	Oct-2020	Oct-2020		
825	Are you planning for a major capital project	No	No	No		
830	Does your library circulate devices for use outside library	Yes	Yes	No		
830	Total number of meeting spaces			6		Med only
831	Total number of reservable meeting spaces			6		Med only
832	Number of reservations of reserved meeting spaces			2,943		Med only

Part 9	Fines and Salary Survey	FY24	FY25	FY26	% of Change	Notes
901	Daily overdue fine for adult materials	-	-	-		
902	Daily overdue fine for children's materials	-	-	-		
903	Daily overdue daily fine for other materials	-	-	-		
903	Daily overdue daily fine for young adult materials.	-	-	-		
904	Notes on fines (free text box)	Only ILLs accrue overdue fines.	Only ILLs accrue overdue fines.	Only ILLs accrue overdue fines.		
905	Fee for interlibrary loan	-	\$ 3.00	\$ 3.00	0.0%	
906	Annual fee for non-resident individual patrons	100.00	\$ 100.00	\$ 100.00	0.0%	
950	Director hourly salary low	79.33	84.57	91.34	8.0%	
951	Director hourly salary high	79.33	84.57	91.34	8.0%	
952	Supervisory Librarian hourly salary low	27.86	28.86	29.73	3.0%	
953	Supervisory Librarian hourly salary high	34.89	36.15	37.23	3.0%	
954	Non-supervisory Librarian hourly salary low	26.53	27.49	28.31	3.0%	
955	Non-supervisory Librarian hourly salary high	33.23	34.43	35.46	3.0%	
956	Library assistant hourly salary low	18.85	19.53	20.12	3.0%	
957	Library assistant hourly salary high	23.62	24.47	25.20	3.0%	

958	Library clerk hourly salary low	16.29	16.87	17.38	3.0%	
959	Library clerk hourly salary high	20.40	21.14	21.77	3.0%	

Part 10	Administrative Information & Policies	FY26
1001	Population Served	
1002	FSCS ID	OR0041
1003	Interlibrary Loan Relationship Code	NO
1004	Legal Basis Code	LD
1005	Administrative structure code	MO
1006	FSCS Public library definition	Yes
1007	Geographic Code	CO1
1008	Library's Website	https://jcls.org/
1009	Library's Statewide periodical resources (Gale) link	https://link.gale.com/apps/menu?userGroupName=jacksonpl
1010	Library's statewide career and testing resource (LearningExpress Library) link	-
1011	Library's collection management policy	https://jcls.org/wp-content/uploads/2023/07/5-3-Collection-Development-Policy-adopted-6.21.23.pdf

1012	Library's circulation policy	https://jcls.org/wp-content/uploads/2025/10/5-2_Circulation-Policy_2025.1.2_updated10-2-25.pdf
1013	Library's patron confidentiality policy	https://jcls.org/wp-content/uploads/2026/06/5-9-Patron-Privacy-and-Confidentiality-Policy-adopted-10.16.2024-2026-edits-1.pdf
1014	Contact Information (Name)	Frank Phillips
1015	Contact Information (Phone)	541-774-6401
1016	Contact Information (Email)	FPhillips@jcls.org
1017	Estimated time burden to complete survey.	30

BR	Branch & Bookmobile Data	FY25	FY26	% of Change	Notes - Explanation for Significant change.
B01	FSCS ID + SEQ for outlet	OR0041-	OR0041-		
B02	Name of outlet	Applegate Branch Library	Applegate Branch Library		
B03	Outlet street address	18485 N Applegate Road	18485 N Applegate Road		
B04	Outlet city	Applegate	Applegate		
B05	Outlet zipcode	97527	97527		
B06	Outlet county	Jackson	Jackson		
B07	Outlet phone number	(541) 846-7346	(541) 846-7346		
B08	Outlet type code	BR	BR		
B09	Outlet square footage	2,850	2,850		
B10	Public service hours per year at this outlet	1,151	1,149	-0.2%	One snow day
B11	Number of weeks outlet was open	52	52		
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	Nov, 2002	Nov, 2002		

B21	Date of Building's Most Recent Structural (i.e. NOT Cosmetic) Remodel				
B30	Total Number of Meeting Spaces Available to the Public		1		
B31	Total Number of Reservable Meeting Spaces Available to the Public		1		
B32	Number of Reservations for Reserved Meeting Spaces		274		
B01	FSCS ID + SEQ for outlet	OR0041-	OR0041-		
B02	Name of outlet	Ashland Branch Library	Ashland Branch Library		
B03	Outlet street address	410 Siskiyou Blvd	410 Siskiyou Blvd		
B04	Outlet city	Ashland	Ashland		
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		
B10	Public service hours per year at this outlet	2,676	2,677	0.0%	One snow day
B11	Number of weeks outlet was open	52	52		-
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		
B30	Total Number of Meeting Spaces Available to the Public		2		
B31	Total Number of Reservable Meeting Spaces Available to the Public		2		
B32	Number of Reservations for Reserved Meeting Spaces		1855		
B01	FSCS ID + SEQ for outlet	OR0041-	OR0041-		
B02	Name of outlet	Butte Falls Branch Library	Butte Falls Branch Library		
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		
B10	Public service hours per year at this outlet	821	856	4.3%	Three closures: losing power, snow day, high temps in building.

B11	Number of weeks outlet was open	52	52		
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	Aug, 2008	Aug, 2008		
B30	Total Number of Meeting Spaces Available to the Public		0		
B31	Total Number of Reservable Meeting Spaces Available to the Public		0		
B32	Number of Reservations for Reserved Meeting Spaces		0		
B01	FSCS ID + SEQ for outlet	OR0041-	OR0041-		
B02	Name of outlet	Central Point Branch Library	Central Point Branch Library		
B03	Outlet street address	116 S Third St	116 S Third St		
B04	Outlet city	Central Point	Central Point		
B05	Outlet zipcode	97502	97502		
B06	Outlet county	Jackson	Jackson		
B07	Outlet phone number	(541) 664-3228	(541) 664-3228		
B08	Outlet type code	BR	BR		

B09	Outlet square footage	8,695	8,695		
B10	Public service hours per year at this outlet	2,072	2,085	0.6%	One snow day
B11	Number of weeks outlet was open	52	52		
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	Sep, 2005	Sep, 2005		
B21	Date of Building's Most Recent Structural (i.e. NOT Cosmetic) Remodel				
B30	Total Number of Meeting Spaces Available to the Public		3		
B31	Total Number of Reservable Meeting Spaces Available to the Public		3		
B32	Number of Reservations for Reserved Meeting Spaces		1271		
B01	FSCS ID + SEQ for outlet	OR0041-	OR0041-		
B02	Name of outlet	Eagle Point Branch Library	Eagle Point Branch Library		
B03	Outlet street address	239 W Main St	239 W Main St		
B04	Outlet city	Eagle Point	Eagle Point		
B05	Outlet zipcode	97524	97524		

B06	Outlet county	Jackson	Jackson		
B07	Outlet phone number	(541) 826-3313	(541) 826-3313		
B08	Outlet type code	BR	BR		
B09	Outlet square footage	8,512	8,512		
B10	Public service hours per year at this outlet	2,068	1,994	-3.6%	One snow day
B11	Number of weeks outlet was open	52	52		
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	Oct, 2004	Oct, 2004		
B21	Date of Building's Most Recent Structural (i.e. NOT Cosmetic) Remodel				
B30	Total Number of Meeting Spaces Available to the Public		4		
B31	Total Number of Reservable Meeting Spaces Available to the Public		4		
B32	Number of Reservations for Reserved Meeting Spaces		1832		
B01	FSCS ID + SEQ for outlet	OR0041-	OR0041-		
B02	Name of outlet	Gold Hill Branch Library	Gold Hill Branch Library		

B03	Outlet street address	202 Dardanelles St	202 Dardanelles St		
B04	Outlet city	Gold Hill	Gold Hill		
B05	Outlet zipcode	97525	97525		
B06	Outlet county	Jackson	Jackson		
B07	Outlet phone number	(541) 855-1994	(541) 855-1994		
B08	Outlet type code	BR	BR		
B09	Outlet square footage	4,982	4,982		
B10	Public service hours per year at this outlet	1,289	1,322	2.6%	One snow day
B11	Number of weeks outlet was open	52	52		
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, 2005	Feb, 2005		
B21	Date of Building's Most Recent Structural (i.e. NOT Cosmetic) Remodel				
B30	Total Number of Meeting Spaces Available to the Public		2		
B31	Total Number of Reservable Meeting Spaces Available to the Public		2		
B32	Number of Reservations for Reserved Meeting Spaces		225		

B01	FSCS ID + SEQ for outlet	OR0041-	OR0041-		
B02	Name of outlet	Jacksonville Branch Library	Jacksonville Branch Library		
B03	Outlet street address	340 West "C" St	340 West "C" St		
B04	Outlet city	Jacksonville	Jacksonville		
B05	Outlet zipcode	97530	97530		
B06	Outlet county	Jackson	Jackson		
B07	Outlet phone number	(541) 899-1665	(541) 899-1665		
B08	Outlet type code	BR	BR		
B09	Outlet square footage	5,646	5,646		
B10	Public service hours per year at this outlet	1,601	1,579	-1.4%	Closed for new carpet 2/9 - 2/14
B11	Number of weeks outlet was open	52	51		Closed for new carpet 2/9 - 2/14
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	Dec, 2002	Dec, 2002		
B21	Date of Building's Most Recent Structural (i.e. NOT Cosmetic) Remodel				

B30	Total Number of Meeting Spaces Available to the Public		2		
B31	Total Number of Reservable Meeting Spaces Available to the Public		2		
B32	Number of Reservations for Reserved Meeting Spaces		405		
B01	FSCS ID + SEQ for outlet	OR0041-	OR0041-		
B02	Name of outlet	Phoenix Branch Library	Phoenix Branch Library		
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		
B10	Public service hours per year at this outlet	1,592	1,603	0.7%	One snow day, one HVAC issues closure
B11	Number of weeks outlet was open	52	52		
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				
B30	Total Number of Meeting Spaces Available to the Public		2		
B31	Total Number of Reservable Meeting Spaces Available to the Public		2		
B32	Number of Reservations for Reserved Meeting Spaces		300		
B01	FSCS ID + SEQ for outlet	OR0041-	OR0041-		
B02	Name of outlet	Prospect Branch Library	Prospect Branch Library		
B03	Outlet street address	151 Mill Creek Dr	151 Mill Creek Dr		
B04	Outlet city	Prospect	Prospect		
B05	Outlet zipcode	97536	97536		
B06	Outlet county	Jackson	Jackson		
B07	Outlet phone number	(541) 560-3668	(541) 560-3668		
B08	Outlet type code	BR	BR		
B09	Outlet square footage	2,400	2,400		
B10	Public service hours per year at this outlet	1,150	1,132	-1.6%	Snow day, 2 days staffing issues
B11	Number of weeks outlet was open	52	52		
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	Mar, 2005	Mar, 2005		
B21	Date of Building's Most Recent Structural (i.e. NOT Cosmetic) Remodel				
B30	Total Number of Meeting Spaces Available to the Public		1		
B31	Total Number of Reservable Meeting Spaces Available to the Public		1		
B32	Number of Reservations for Reserved Meeting Spaces		97		
B01	FSCS ID + SEQ for outlet	OR0041-	OR0041-		
B02	Name of outlet	Rogue River Branch Library	Rogue River Branch Library		
B03	Outlet street address	412 E Main St	412 E Main St		
B04	Outlet city	Rogue River	Rogue River		
B05	Outlet zipcode	97537	97537		
B06	Outlet county	Jackson	Jackson		
B07	Outlet phone number	(541) 864-8850	(541) 864-8850		
B08	Outlet type code	BR	BR		
B09	Outlet square footage	11,460	11,460		

B10	Public service hours per year at this outlet	1,978	1,936	-2.1%	Snow day, plumbing issue (broken pipe), floor installed 12/22 - 12/31
B11	Number of weeks outlet was open	52	51		
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, 2003	Feb, 2003		
B21	Date of Building's Most Recent Structural (i.e. NOT Cosmetic) Remodel				
B30	Total Number of Meeting Spaces Available to the Public		3		
B31	Total Number of Reservable Meeting Spaces Available to the Public		3		
B32	Number of Reservations for Reserved Meeting Spaces		506		
B01	FSCS ID + SEQ for outlet	OR0041-	OR0041-		

B02	Name of outlet	Ruch Branch Library	Ruch Branch Library		
B03	Outlet street address	7919 Highway 238	7919 Highway 238		
B04	Outlet city	Ruch	Ruch		
B05	Outlet zipcode	97530	97530		
B06	Outlet county	Jackson	Jackson		
B07	Outlet phone number	(541) 899-7438	(541) 899-7438		
B08	Outlet type code	BR	BR		
B09	Outlet square footage	5,896	5,896		
B10	Public service hours per year at this outlet	1,135	1,165	2.6%	Snow day
B11	Number of weeks outlet was open	52	52		
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, 2003	Feb, 2003		
B21	Date of Building's Most Recent Structural (i.e. NOT Cosmetic) Remodel				
B30	Total Number of Meeting Spaces Available to the Public		2		
B31	Total Number of Reservable Meeting Spaces Available to the Public		2		

B32	Number of Reservations for Reserved Meeting Spaces		234		
B01	FSCS ID + SEQ for outlet	OR0041-	OR0041-		
B02	Name of outlet	Shady Cove Branch Library	Shady Cove Branch Library		
B03	Outlet street address	22477 Highway 62	22477 Highway 62		
B04	Outlet city	Shady Cove	Shady Cove		
B05	Outlet zipcode	97539	97539		
B06	Outlet county	Jackson	Jackson		
B07	Outlet phone number	(541) 878-2270	(541) 878-2270		
B08	Outlet type code	BR	BR		
B09	Outlet square footage	5,646	5,646		
B10	Public service hours per year at this outlet	1,233	1,243	0.8%	Snow day, day with no water
B11	Number of weeks outlet was open	51	52		
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	Jul, 2008	Jul, 2008		
B21	Date of Building's Most Recent Structural (i.e. NOT Cosmetic) Remodel				

B30	Total Number of Meeting Spaces Available to the Public		2		
B31	Total Number of Reservable Meeting Spaces Available to the Public		2		
B32	Number of Reservations for Reserved Meeting Spaces		361		
B01	FSCS ID + SEQ for outlet	OR0041-	OR0041-		
B02	Name of outlet	Talent Branch Library	Talent Branch Library		
B03	Outlet street address	101 Home St	101 Home St		
B04	Outlet city	Talent	Talent		
B05	Outlet zipcode	97540	97540		
B06	Outlet county	Jackson	Jackson		
B07	Outlet phone number	(541) 535-4163	(541) 535-4163		
B08	Outlet type code	BR	BR		
B09	Outlet square footage	7,068	7,068		
B10	Public service hours per year at this outlet	1,991	2,087	4.8%	Snow day
B11	Number of weeks outlet was open	50	52		
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				
B30	Total Number of Meeting Spaces Available to the Public		2		
B31	Total Number of Reservable Meeting Spaces Available to the Public		2		
B32	Number of Reservations for Reserved Meeting Spaces		649		
B01	FSCS ID + SEQ for outlet	OR0041-	OR0041-		
B02	Name of outlet	White City Branch Library	White City Branch Library		
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		
B10	Public service hours per year at this outlet	1,601	1,613	0.7%	Snow day
B11	Number of weeks outlet was open	52	52		
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 24/8	Wi-Fi extends outside building, on 24/8		
B20	Date of Building's Original Construction	Sep, 2001	Sep, 2001		
B21	Date of Building's Most Recent Structural (i.e. NOT Cosmetic) Remodel				
B30	Total Number of Meeting Spaces Available to the Public		2		
B31	Total Number of Reservable Meeting Spaces Available to the Public		2		
B32	Number of Reservations for Reserved Meeting Spaces		207		
	Estimated time burden to complete survey.		22		18 hours during reporting season, 4 hours estimate for year-round additional tracking



JCLD Board of Directors Meeting: October 21, 2026

Interim Library Director's Report

- Apart from the usual array of excellent programs and services provided to patrons, examples of which are included in this report, and the continued robust usage of the library system and its resources, it has been a quiet month since September's report:
- **Facilities Conditions Assessment (FCA):** The contract with Ariktek has been successfully executed after review by counsel. Many thanks to Crystal Zastera, Kelda Vath, and Jacquelyn Bunick for their work on that. The FCA process is in its initial stages. Crystal is providing documents and schematics to Arkitek, and the process is proceeding on the timeline outlined in the contract. Also, we are happy to welcome Jared Roth, Facilities Coordinator, who has joined JCLS as a full-time direct report to Crystal. Jared's arrival will help us to keep up with ongoing maintenance needs and requests as well as allow us to engage fully with Arkitek and get the most from the FCA process.
- **Shady Cove Water Situation Update:** Crystal Zastera, Kelda Vath, and I met with the Shady Cove City Administrator and his staff on September 30, 2026, to discuss the failed well that supplied water both to the Shady Cove City Hall and the library. The clear solution to the problem, both in terms of costs and ensuring a reliable, safe supply of water to our Shady Cove Library branch, is for both of those buildings to tie into the Sunstone Utilities water system. Sunstone Utilities was formerly known as Hiland Water. The approximate cost of connecting will be \$65,000 to be split 50/50 by the City of Shady Cove and JCLD.
- Crystal Zastera and I met again with the City of Shady Cove team and a representative from Sunstone Utilities on Tuesday, October 13, to discuss particulars and timelines. Key elements of the project involve the following:
- Sunstone Utilities awaiting word from the Army Corps of Engineers, supposedly imminent, on increasing its capacity by 50%;



- Sunstone Utilities awaiting word on whether it will change from an unregulated water district to one regulated by the Oregon Public Utility Commission which will impact the amount of systems development charges (SDCs) we may have to pay;
- The need to run the main water line along the entire east side of the property line and installing a fire hydrant at the south end of the property;
- The potential approximately \$4,000 refurbishing of the current 2,000-gallon underground holding tank already in place to serve as a water reserve for an emergency.
- The need for a roughly \$1,000 preliminary civil engineering study that will allow us to get a precise bid on the project;
- Sunstone Utilities' commitment to offer the opportunity to connect approximately thirty customers who have been on a waitlist to the system before connecting us.
- Despite all those bullet points, Sunstone Utilities hopes to connect us this calendar year. Once we are connected and have a few months of usage data, we will be able to determine the monthly water bill payable to Sunstone Utilities. A rough estimate is about \$1,500 to \$2,000 per year, split 50/50 with the City of Shady Cove, payable in monthly fees.
- Note that trying to drill a new well is projected to cost \$36,000+ with no guarantee of finding water, significant pessimism about success from the well drillers, and, if water was struck, getting just the two gallons per minute that the old well was providing. Buying water via delivery to a 1,000-gallon above ground holding tank for both buildings is currently costing about \$250 per month.
- **Compensation Study:** Many thanks to Brynn Fogerty and again to Jacquelyn Bunick for the legal review, revision, and execution of JCLD's contract with McGrath Human Resources Group to perform a compensation study for JCLD. The study will begin soon and is to be completed no later than the end of February 2027.
- **Union Negotiations:** After management's reply via email to the union's proposals for Wages and Workplace Safety on September 28, 2026, we heard back from the union on October 12, 2026. The union is requesting an additional four-hour negotiation session. We have scheduled that session from 9:00 am to 2:00 pm on Wednesday, October 21, 2026, the same day as the upcoming Board of Directors meeting.



DIRECTOR'S REPORT

This report highlights the Library's programs, services, activities, and accomplishments each month and demonstrates how they support the Library's mission to connect everyone to information, ideas, and each other.

With the conclusion of the five-year Strategic Plan, this new format focuses on celebrating the Library's ongoing work and the impact it has on our community. ChatGPT was used to assist with editing for consistency.

Special Highlights



ROCS 3rd and 4th graders

In September, eight library branches held opening events with artist Peter Erskine for his rainbow light installations. On September 16, Ruch Outdoor Community School (ROCS) 2nd and 3rd graders attended the unveiling, where they sang songs, interacted with Erskine, and explored light refractions by adjusting the angle of the installation and redirecting rainbows with hand mirrors.

Rogue River offered a similar program with Erskine alongside its regular Storytime, which was also well received. Erskine demonstrated his ability to adapt his presentations to different age groups, including a program in Butte Falls designed for a teen audience.

To support these events, Marketing provided branches with flyer templates and digital screens and issued a supplied branches with flyer templates and digital screens for these events, and shared a press release on September 4, 2026

<https://jcls.org/2026/09/09/rainbow-art-display-dedications-planned-at-multiple-jcls-branches/>

A media advisory was also distributed on September 15, highlighting the dates and times of three events. The Medford unveiling received

KOBI 5: <https://kobi5.com/news/local-news/new-solar-spectrum-art-installation-lights-up-the-medford-library-315612/>

Marketing also attended the Medford event, capturing and sharing photographs with branches and on social media. These events provided opportunities for students and patrons to engage with art and science while strengthening community connections.

Programs Overview



Eagle Point Library hosted a special children's Storytime featuring Mary Poppins herself. Participants learned about the character, sang songs, flew kites, enjoyed sugar cubes and danced. Making for a Supercalifragilisticexpialidocious time.



To celebrate the conclusion of the Summer Reading program, the Medford Teen department hosted a party for participating teens, featuring snacks, games, and prizes. Every attendee left with at least one prize and fun memories of their time at the library.

John Jackson's Spiders and Scorpions program at the Talent Library drew a large crowd of patrons eager to learn about arachnids and interact with live spiders. While adults were more hesitant than children to handle the spiders, participants enjoyed the hands-on experience and learned interesting facts about these fascinating creatures.

Ashland Teen partnered with local business, Ashland Clayhouse, to provide a free clay handbuilding class for teens and tweens. This partnership was the result of the connections and trust staff have built with our regular tween patrons who faithfully attend our monthly Crafternoon program that Teen Services Specialist Miki Hocker hosts.

Ashland Children's Services introduced Movers and Groovers, an early literacy program for children ages 2 and up that develops listening skills, teamwork, and concentration through movement. The department now offers four weekly early literacy programs and Tuesday afternoon activities for elementary-aged children.



September also marked the fourth season of the Big Ideas discussion series, co-sponsored by JCLS, the Friends of the Ashland Library, and the Ashland branch of the American Association of University Women. Professor Prakash Chenjeri presented The Civicus Project, an ongoing Southern Oregon University course and community initiative exploring civic participation. October's discussion will focus on growing and eating local foods.



Author and writing instructor Molly Best Tinsley held two of three fall Creative Writing workshops in Ashland and Medford. Both filled quickly with waiting lists, highlighting strong community demand for writing instruction and feedback opportunities.



For more than four years, Ashland Adult Services has partnered with the Rogue Valley Symphony to host the monthly Music in the Library program. This month's performance featured a brass quintet in the library's Periodicals section, a change from the usual one or two musicians. Patrons enjoyed the lively performance, while the musicians maintained a volume that allowed regular library activities to continue with minimal disruption.

September saw the return of two patron favorites at the Rogue River Library: Spice of the Month take-and-make kits and the newly rebranded Ukrainian Culture Hour. The popular Spice of the Month kits introduce patrons to new spices and creative uses for familiar ones, providing samples along with facts, recipes, and suggested uses. Ukrainian Culture Hour, formerly Ukrainian Social Hour, now includes a language-learning component alongside crafts, activities, and cultural information.



Ms. Cutsforth with her new kindergarteners

Ruch Branch resumed regular class visits with Ruch Outdoor Community School (ROCS). Preschool, Kindergarten, and Grade 1 students will participate in weekly or monthly Storytimes, while students in Grades 3–5 will attend weekly visits focused on developing library skills, exploring resources, and participating in reading challenges such as UBOB. All classes will have opportunities to browse, receive reader's advisory assistance, and check out materials. Ruch staff anticipate approximately 500 student contacts each month throughout the school year.

Upper Rogue

Eagle Point

A regular patron at the Eagle Point Library, a homeschooling mother of a child with special needs, organized a Minecraft Club in the library's Gaming Cave through a local homeschooling Facebook group. After just three sessions over approximately a week and a half, the club attracted around 20 new patrons and received positive feedback from families throughout the county. One parent shared, "Thanks again for putting this together, it's just what my Mama heart needed."

Bear Creek

Talent

Rogue Food Unites has provided fresh produce and food items through its weekly no-cost farmers market at the Talent Library for four months. Branch Manager Patrick Mathewes reports minimal parking impacts and positive patron feedback.

Ashland

Teen Librarian Kai Fischer joined Children's Services Specialist Ellen Warner at Jackson Care Connect's Community Resource Fair, while Teen Services Specialist Lynn Snell joined Outreach Supervisor Kayla Samnath at Southern Oregon University's Meet Ashland event. Both events strengthened connections with patrons and community partners.



Local author Scott Kaiser read from his new book, *Conquering the Canon: A Life in Shakespeare*, reflecting on his three decades with the Oregon Shakespeare Festival and his experience working on all 38 of Shakespeare's plays. A nationally recognized theater educator, director, and author of 25 books, Kaiser shared behind-the-scenes stories and insights from his career.

Outreach and Programs



Ashland Branch staff participated in an Oregon Shakespeare Festival (OSF) event commemorating the 25th anniversary of the September 11 attacks. The event featured readings of community-submitted works highlighting how people support one another during times of crisis. JCLS staff joined other community service organizations, including Rogue Food Unites, the Maslow Project, the

Ashland Community Food Bank, and SART, to share information and connect with attendees.



The Jacksonville Library has partnered with the Osher Lifelong Learning Institute (OLLI) to offer community education classes at the branch. While OLLI primarily operates from the Southern Oregon University (SOU) campus in Ashland, this partnership provides local adult learners with opportunities to attend classes closer to home. This fall, Jacksonville will offer two

classes, Elements of Our Lives: The Periodic Table and The Salon: A Women's Wisdom Circle, with hopes of expanding offerings in the future.

Ashland Teen resumed regular outreach visits to Ashland Middle School and monthly visits to Ashland High School during September, providing crafts, activities, and opportunities to engage with students. These visits help strengthen connections with teens and tweens, promote upcoming library programs, and gather valuable feedback.

Business Librarian Roslyn Donald continued to support local businesses and community partners through outreach and educational opportunities. She co-hosted a business networking meetup with A Greater Applegate at Schmidt Vineyards, featuring a panel discussion on Social Media for Your Business. Donald also presented Petersons Career and Test Prep database to ODHS staff at their White City office and shared small business resources with US Bank small business specialists who assist clients seeking loans and developing business plans.



Outreach to Childcare Library Specialist Bethany Peabody (JCLS Book Fairy), Community Engagement Manager Josh Letsinger, and Mariah Mills visited the Rogue Valley Growers Market at Hawthorne Park, distributing 75 new books to children and engaging with over 100 market patrons. The visit also provided marketing opportunities and strengthened community connections through personal interactions with families.

Outreach to Childcare Bilingual Specialist Eva Nava partnered with SOESD's Migrant Preschool Program for its New Families Welcome Night, sharing library resources, leading Storytime and songs, and helping families connect with library services. Four families enrolled in the Imagination Library program, and two new library cards were created.

Education Services Librarian Evelyn Lorence created 18 new library cards for students throughout the county and joined Nava and Spanish Services Coordinator Milagros Morales at Kids Unlimited's Back to School Open House to connect families with library resources and celebrate Library Card Sign Up Month.

Lorence and Outreach Supervisor Kayla Samnath also returned to the Barriers to Bridges program to launch a One Class Reads unit featuring Hide and Seeker by Daka Hermon.

During a visit to a Maslow-served Housing Authority of Jackson County community, Lorence and Medford Teen Librarian Andrea Leone continued their monthly tween craft activities, receiving meaningful feedback from a parent who shared how the program motivates her children to attend school.

Additionally, Year 4 of the Unofficial Battle of the Books launched September 1, with 89 participants registering through Beanstack and 24 already logging at least one book.

Community Resources

The Community Resource Team continued to provide individualized assistance to patrons facing complex needs and challenges in September, documenting 48 extended interactions across Medford, Ashland, Outreach, Eagle Point, and Talent. The team provided approximately 27.56 hours of direct patron support and 9.4 hours of administrative and resource coordination, assisting with housing, healthcare, transportation, legal services, behavioral-health resources, technology, benefits navigation, and other essential needs. Of these interactions, 17 involved direct referrals or coordination with community partners, including ACCESS/SSVF, Rogue Retreat, Community Works, Jackson County Mental Health, Columbia Care, Options, Kairos, Street Nurses, legal services, law enforcement, the VA, and Signature Home Health. Many cases required extended conversations, follow-up, and coordination with multiple agencies to help patrons navigate complex needs. These efforts highlight the Community Resource Team's important role in addressing patron needs and connecting individuals with essential services and community resources.

Tech Ed

Technology Education Creates Space for Community Conversations and Expands Rural Outreach: Technology Education Technology Education programming continued to address emerging community needs in September through educational programs focused on artificial intelligence and cybersecurity. At the Ashland Senior Center, Technology Education Specialists Luntha Tahuna and Nicole Vukcevic presented an Artificial Intelligence program attended by 17 community members, while a second AI-focused program at the Shady Cove Branch drew 5 patrons. Both sessions encouraged questions, shared experiences, and thoughtful discussions about emerging technologies. Technology Education Specialist Jacob Spilman also traveled to Prospect to present Cybersecurity, Kids Edition to 35 elementary-age students, introducing online safety, digital citizenship, and cybersecurity concepts through age-appropriate instruction. Together, these programs demonstrate Technology Education's commitment to providing accessible learning opportunities across all age groups and communities, reinforcing the library's role as a trusted source of information and guidance in an increasingly digital world.

Marketing



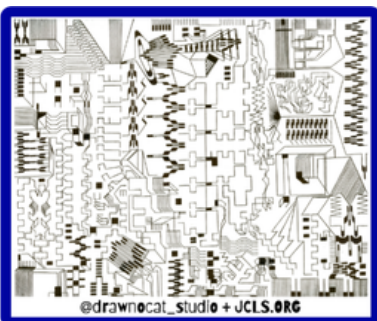
To celebrate September's Library Card Sign Up Month (LCSM) and encourage new library card registrations, Marketing created larger-than-life foamboard library card cutouts and posters highlighting the history of library card designs. These materials were distributed to branches before September 1, 2026, to support their promotional efforts.

Marketing collaborated with Website Administrator, Michael Stanfield to design a web page that displays JCLS library cards through the years and encourages new sign-ups. It launched on September 1, 2026: <https://jcls.org/library-card-sign-up-month/>

Latinx Heritage Month (LHM) began on September 15. Marketing collaborated with Spanish Services Coordinator, Milagros Morales, to select a local artist. Marketing commissioned Adriano Martinez for an original illustration for LHM, which is featured on bookmarks, stickers, and flyers. These include information about LHM, events, and booklists. They were distributed to all branches prior to September 15.

Marketing also produced a short video documentary for LHM, titled Linehacker. It centers Adriano, giving a personal voice to the importance of LHM, libraries, and artwork. Linehacker launched on September 15, 2026 and has gained over 400 views in the past three weeks. <https://www.youtube.com/watch?v=JauUcOzReRs>

Marketing collaborated with Website Administrator, Michael Stanfield to develop an LHM webpage which brings all these elements together: <https://jcls.org/lhm/>



This page will remain up through the end of LHM, which is October 15, 2026. Marketing efforts for LHM continue through this time with event photography and social media posts.

Marketing launched the Read With JCLS 2026 challenge in January, and as of September, patrons have logged over 800,000 reading minutes, demonstrating strong engagement in year-round reading initiatives. With a goal of reaching 1 million minutes by the end of the year, Marketing continues to celebrate reading milestones on social media.

Marketing launched an awareness campaign for the LEAP Bag collection in September, featuring a short video reel .posted on September 17, 2026. Additional social media posts are planned to continue promoting awareness of the collection.

Marketing also collaborated with the Website Administrator to add additional information about Leap Bags to the Early Literacy webpage and LEAP catalogue listings: <https://catalog.jcls.org/Union/Search?view=list&lookfor=leap%20bags&searchIndex=Keyword&searchSource=local>
These efforts follow the distribution of LEAP bookmarks and flyers to branches.

Marketing met with Portland horror author Keith Rosson during his visit to the Medford Library for an author talk on September 16, 2026. A short interview was recorded and shared on the JCLS Beyond YouTube channel on September 23, 2026.
https://www.youtube.com/watch?v=t0-otb3_m2s

Marketing also collaborated with Rosson to create a short video for social media, attended his author talk, and shared event photography on social media.

Experience Pass continued to receive news coverage in September, with an article published in the Grants Pass Daily Courier on September 4, 2026.



Social Media

Facebook & Instagram, Threads, & BlueSky



