1. CALL TO ORDER/ROLL CALL

2. INTRODUCTIONS & PROCLAMATIONS

3. CONSENT AGENDA
   3.1 Motion approving minutes of November 12, 2015, Regular Board Meeting

4. 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.)

5. PUBLIC HEARING TO RECEIVE COMMENTS ON PROPOSED CHANGES TO 6.4.1 INTERNET ACCESS POLICY TO INCLUDE THE CHILDREN’S INTERNET PROTECTION ACT (CIPA) REQUIREMENTS

6. RESOLUTION
   6.1 Resolution 2015-11 Adopting Internet Use and Safety Policy
   *Note: Adoption of the newly revised policy is required for the District to become CIPA-compliant and qualify for discounts in Fiscal Year 2015-2016 on eligible products and services that the District applied for under the E-rate Program.*

7. LIBRARY SERVICES AND FINANCIAL REPORTS
   7.1 Library Director Report – Tammy Westergard

8. NEW BUSINESS
   8.1 IGA with City of Ashland for Use of Ashland Library Levy Funds

9. COMMITTEE AND BOARD MEMBER REPORTS
   9.1 CIPA & ERATE Committee
   9.2 Correspondence Committee
   9.3 Governmental Affairs Committee
   9.4 LSSI Committee
   9.5 Policy Committee
   9.6 Strategic Planning Steering Committee
   9.7 Technology Committee
   9.8 Individual Board Member Reports

10. BOARD TRAINING
    10.1 United for Libraries Video(s): “Short Takes for Trustees”

FUTURE MEETINGS/EVENTS
   January 14, 2016 – Board Regular Meeting
   February 11, 2016 – Board Regular Meeting
   February 22, 2016 – Board Study Session
   February 26, 2016 – Early Bird Registration Deadline – PLA Conference (Denver)
1. **Call to Order/Roll Call**

The Jackson County Library District (JCLD) Regular Board Meeting was opened by President Monica Weyhe on Thursday, November 12, 2015, at 9:34 a.m. in the Adams Meeting Room at the Medford Branch Library, 205 S. Central Avenue, Medford, Oregon. Roll call was taken and those present were:

Monica Weyhe, President
Maureen Swift, Vice President
Jill Turner, Director
Carol Doty, Director
Susan Kiefer, Director
Mark Bartholomew, Counsel

Also Present:
Lisa Marston, Executive Administrator, JCLD
Tammy Westergard, Library Director, Jackson County Library Services (JCLS)
Susan Bloom, Access Services Coordinator, JCLS
Betsy Randolph, Administrative Assistant, JCLS
Amy Blossom, Branch Manager, Ashland Library, JCLS
Marian Barker, Youth Services Manager, JCLS
Eric Molinsky, Patron Technical Support, JCLS
Shelley Austin, Executive Director, Jackson County Library Foundation (JCLF)

2. **Introductions and Declarations**

There were no introductions or proclamations.

3. **Consent Agenda**

3.1 Motion approving minutes of September 10, and October 8, 2015, Regular Board Meetings
3.2 Motion approving appointment of Eriz Dzuira to 3-year term on Budget Committee

President Weyhe read the Consent Agenda and Director Doty made a motion to approve the Consent Agenda as presented. Director Kiefer seconded the motion. Motion passed unanimously by voice vote.

4. **Oral Requests and Communications From Audience**

No one wished to address the Board.

5. **Library Services and Finance Reports**

5.1 **Library Director Report – Tammy Westergard**

Library Director Tammy Westergard directed Board members to her written report in the packet (*Submission No. 1*) and asked if anyone had questions. Hearing none, she read into the record a letter received by JCLS in October from a grandparent who has been attending “Book Day” at the Eagle Point Library Branch on Fridays with her granddaughter. The letter described what her granddaughter has learned and experienced through the program, which seeks to instill a love of reading in preschool-aged children, exposing them to books through fun activities. The letter also praised the competence and enthusiasm of the library staff, mentioning both Sue and Rebecca.

Next, Ms. Westergard reported that JCLS received a $1,000 grant from the Jackson County Cultural Commission to support programming around Shakespeare’s works. Lastly, she said that JCLS will be reporting on the Ready to Read grant’s outcome-based measures next month. Vice President Swift shared
that Ms. Westergard and Medford Branch Manager Laura Kimberly attended the Medford Friends volunteer recognition event and said that the volunteers appreciated the fact that both she and Ms. Kimberly were there.

5.2 Quarterly Statistical Report – Tammy Westergard, Susan Bloom
Access Services Coordinator Susan Bloom presented the Quarterly Statistical Report to the Board (Submission No. 2), focusing on statistics for circulation and new patron registration. In comparing the statistics for July, August, and September of this year to the same period last year, she reported that the library saw a 9.7% increase in the first measure; and a 10.71% increase in the second measure. Usage statistics for Hoopla, introduced in September, will be tracked under circulation so they can monitor the success of that service. The Board members were pleased to see the increases.

Vice President Swift asked what the Library is doing to promote Hoopla. Ms. Bloom replied that there is not a specific plan in place, which, in a sense, is the case with all of the collection. They will, however, be trying some targeted merchandising displays and other things to see what can be done to increase circulation. Director Susan Kiefer pointed out that once you sign up for Hoopla, it does its own marketing by sending emails to its subscribers. According to Ms. Bloom, about 800 people have subscribed to Hoopla thus far. Hoopla also shares its marketing materials and frequently sends updates. Ashland Branch Manager Amy Blossom shared comments from a patron who said the library has done a great job promoting Hoopla and should do that for all of the programs. Eric Molinsky said he mentions Hoopla in his Library2Go Workshops. Director Jill Turner asked him what Hoopla offers. He said they started with movies, videos and streaming music, but in the last year, they’ve added e-books and audio books. Hoopla is also the only content provider he knows of to provide comics, graphic novels and television series.

Concluding her report, Ms. Bloom shared that she and Marian Barker are testing a few strategies to increase circulation in certain areas, using three branches as test cases. First off, they’ll develop different displays, such as a “display in a box” that can be rotated among the branches. Secondly, they’ll make sure that the people who attend library programs can easily check out the books and materials featured in the program. The third piece is merchandising, ensuring that the books and materials are in a place where people can see them, in windows and areas that are currently blank. Ms. Bloom said they would be measuring the effectiveness of these strategies over time to decide whether to continue or to try something else. She anticipates having some results to share within the next quarter or two.

5.3 Current Work with Jackson County School District 9 – Eric Molinsky
President Weyhe welcomed Eric Molinsky, Patron Technical Support. After referencing his report in the packet (Submission No. 3), Mr. Molinsky described the partnership between JCLS and D9 as one that developed organically out of a Library2Go class he taught this summer, where the only person there happened to be the librarian from Eagle Point School District (D9). As he was training her in Library2Go, she was informing him about D9’s award-winning, one-to-one program that provides every K-12 student in the District with a computer, most often in the form of an iPad. Although Apple has trained D9’s librarians and teachers on the devices, they wanted training on how to use the library. Along with this training, the other thing D9 would like from JCLS is content. To address this need, Mr. Molinsky reported that JCLS is figuring out a digital card that would give students access to JCLS’s online materials.

President Weyhe asked why they didn’t want to just give them a library card. As Mr. Molinsky explained it, sometimes kids have cards that are unusable because of the fines that are on them, while others have transportation issues. An e-card would give them easy access to the digital information. Ms. Bloom interjected that since they’ll be adding a new patron code for the e-cards, they will need to update the Circulation Policy. At the mention of fines, Director Kiefer indicated an interest in discussing the library’s fine policies. Director Carol Doty expressed an interest, as well. President Weyhe agreed to add the topic to the agenda planning worksheet for future planning.
Continuing his report, Mr. Molinsky said that part of the conversation with D9 involves getting those with digital devices into the library since they may not have wireless access at home. This spurred a discussion about other initiatives to enhance education through technology. The Board members agreed that D9 has certainly distinguished itself through its one-to-one program and wondered if there is comparative data available that measures achievement levels before and after the program was introduced. Ms. Blossom suggested that JCLS could evaluate the number of new cardholders by age, so they can see if there are more from D9’s region coming in. In closing, Mr. Molinsky noted, too, that through this work, JCLS has been able to highlight some of the library’s underused databases so, as Director Kiefer pointed out, students have something aside from Wikipedia to use when doing their term papers. President Weyhe thanked Mr. Molinsky for his presentation and efforts.

5.4 Financial Report – Jill Turner

As Director Jill Turner put, there are generally two big questions that Board members ask—how are we doing financially and are we within budget—since there are legal constraints and repercussions if we are not within budget. She then reported that, on both of these, the District is on course and she sees nothing in the financial report (Submission No. 4) that is unusual for this time of year. When Vice President Swift asked about the District’s expected tax distribution, Director Turner said she anticipates receiving about $50,000-$70,000 more than anticipated since the assessed valuation estimate came in a bit higher, at 4.02% versus 3%.

6. Grants

The Library Director had nothing to report beyond what was included in her report.

7. New Business

7.1 Public Records Policy – Monica Weyhe, Lisa Marston

As President Weyhe stated, she and the District’s administrator Lisa Marston met to draft the policy (Submission No. 5), using a sample from Special Districts Association of Oregon (SDAO). MOTION: Director Turner moved to adopt the Public Records Policy, Item 7.1. Director Kiefer seconded the motion. President Weyhe asked for discussion. Vice President Swift asked how this policy differs from what was in place when the County administered the libraries. Ms. Marston surmised that the Library, as a County department, would have been subject to the County’s public records policy. She also stated that the proposed policy is comparable to policies approved by other special districts and local governments, as it contains the key elements required by statute concerning public records. President Weyhe asked for further discussion. Hearing none, she called for a vote. The motion passed unanimously by voice vote.

7.2 Public Meetings and Records Best Practices Checklist – Monica Weyhe, Lisa Marston

Referencing the checklist in the packet (Submission No. 6), Ms. Marston answered a question from Director Doty about interpreters, explaining that if the District were to receive a request for an interpreter, there are interpreters we could contact in advance of the meeting. Essentially, by answering in the affirmative, she continued, the District is indicating that we understand the requirement. She added, too, that by approving the Public Records Policy and completing this best practices checklist, the Library District will be able to receive the maximum 10% credit available through the Special Districts Insurance Services (SDIS) best practices program. MOTION: Director Doty moved approval of the Public Meetings and Records Best Practices Checklist, Item 7.2. Director Kiefer seconded the motion. President Weyhe asked for further discussion. Hearing none, she called for a vote. The motion passed unanimously by voice vote.

7.3 Patron Confidentiality Policy – Susan Kiefer, Susan Bloom

MOTION: Director Kiefer moved to approve the Patron Confidentiality Policy, Item 7.3 (Submission No. 7). Vice President Swift seconded the motion. President Weyhe asked for discussion. Hearing none, a voice vote was taken and the motion passed unanimously.
Ms. Bloom reported that the next policies for Board review include the addition of the e-card to the Circulation Policy; as well as policies concerning Community Information Displays and Bulletin Boards; and, Gifts and Donations.

### 7.4 Animals in the Library Policy – Susan Kiefer, Susan Bloom

Susan Bloom asked if there were questions about the *Animals in the Library Policy, Item 7.4 (Submission No. 8)*. Vice President Swift brought up the example of a “reading with dogs” program and asked whether the policy covers that sort of thing. Ms. Bloom said yes, as the policy gives leeway to the Library Director to approve such a program. Plus, when they do move forward with a program where they’re using dogs or other types of critters, they will include—as part of the program—the procedures for how the program is going to be done, i.e., how to control the animals. President Weyhe observed that the broadness of the policy allows for flexibility. She also liked that the decision rests with the Library Director, thereby keeping it under the control of the library system.

Mark Bartholomew, the District’s legal counsel, suggested that instead of “with the exception of guide dogs and other certified animal assistants,” it should read, “with the exception of service animals.” As he explained it, the law does not require a service animal to be certified, nor can you ask for certification for a service animal. He then referred Board members and staff to the ADA.gov website, which has helpful FAQ’s. Although you can ask a person if the animal is a service animal that assists him or her with a disability, it’s unlikely for that person to be carrying documentation of his or her medical condition or disability; therefore, such documentation may not be required as a condition of providing service to an individual accompanied by a service animal. When asked about the definition of a service animal, Mr. Bartholomew replied, “Any guide dog, signal dog or other animal individually trained to provide assistance to an individual with a disability.” Again, he stressed, the individual does not need to show proof of training or disability.

After some discussion by Board members, Mr. Bartholomew suggested adding, directly after “…with the exception of service animals” the following language: “However, service animals behaving aggressively, disruptively, or generally unruly may be excluded. Service animal owners must clean up after their service animal.”

**MOTION:** Director Kiefer moved to approve the *Animals in the Library Policy, Item 7.4*. Director Doty seconded the motion. Director Kiefer then moved to amend the policy as suggested by legal counsel. Director Doty seconded the motion to amend. President Weyhe asked for further discussion. Hearing none, she called for a voice vote. The motion passed unanimously.

President Weyhe called for a break at 10:21 a.m. and reconvened the meeting at 10:37 a.m.

### 8. Committee and Board Member Reports

#### 8.1 PLD Fundraising Workshop

President Weyhe asked those Board members who attended the workshop to share their experiences. Director Kiefer said that it was wonderful. Vice President Swift said, “It was well beyond what I expected it to be… it blew me out of the water.” Both shared the best practices for Friends Groups at yesterday’s Presidents Forum. Vice President Swift also remarked on the workshop’s timing in the context of the strategic planning process. Director Kiefer offered to share with Board members the notes she gave to her Foundation Board. Director Doty described the workshop as highly professional and much more than she anticipated. She also liked the fact that they opened it up and let people interrupt, yet kept the workshop orderly the whole time. She thought it was wonderful that they were open to so much discussion and the learning that resulted because of that. Ms. Westergard offered to write a thank you letter to them. President Weyhe thought the training was very valuable and noted how it ties in with the Board’s goal to help clearly define roles, i.e., the Library, the Foundation, the Friends Groups, and the interrelationships. Director Doty remarked on how inexpensive it was, too, and Vice President Swift raved about the lunch.
President Weyhe offered to copy all of her documents for Director Turner.

8.2  CIPA & eRATE Committee
Referring to her committee report in the packet (Submission No. 9), President Weyhe asked to add to the report that the committee also watched an eRate webinar at its October 29, 2015, meeting. President Turner asked if the public hearing would be in December. President Weyhe said that was the goal, but that the committee is still waiting for confirmation from staff.

8.3  Correspondence Committee
There was no Board correspondence on which to report.

8.4  Governmental Affairs Committee
President Weyhe explained that Mark Bartholomew had made some edits to the Governmental Affairs Committee’s Statement of Work that was included in the packet and that a revised version was being distributed (Submission No. 10).

Before asking for the Board’s approval of the statement of work, Director Doty sought clarification on the committee’s importance and necessity. First, she asked: Does the Board want the construction notebooks reviewed and scanned for the District’s permanent records? She then described how she has been reviewing the notebooks, outlining their contents, and recommending what to keep, while being very careful since the notebooks belong to the County and must be returned by the end of June 2016. Since she has four boxes full of notebooks, Director Doty wanted a consensus from the Board that this is a worthwhile exercise. The Board members voiced their consensus that these historical documents should be part of the District’s records and thanked Director Doty for her efforts.

Shelley Austin interjected that Skelton & Seibert, who she said were the architects for more than just the Medford library, might have archival drawings of the buildings. Since one of the principals recently passed away, she thought the District might want to contact them so those records are not lost. Vice President Swift offered to contact the architectural firm about the drawings.

Secondly, Director Doty asked: Does the Board want her and the two members of the Budget Committee who have agreed to serve, Pat Ashley and George Prokop, to consider areas that may need attention for future capital expenses? She shared that, in reviewing the first five notebooks, she has noticed that there appear to be areas where more information about future capital expenses might be needed. She then cited the irrigation situation at the Shady Cove branch as one example. President Weyhe said it sounded reasonable and like a good idea to her. The other Board members agreed.

Director Doty’s third and final question was this: Is it important to the Board to consider issues concerning the leases on the buildings, specifically the nine buildings built on land that the County does not own? While the issue wouldn’t be addressed by the committee until the next fiscal year, it would involve reviewing the leases and seeking guidance from the District’s legal counsel. Director Doty also suggested that the Board might want to consider acquiring some of the land. Director Turner advised that the Board understand the situation first, and then decide, case by case, whether the District even wants or needs the land. She cited the Central Point Library as an example since the library currently shares space in a City-owned building. With a mixed-use building like this, Director Turner suggested that the status quo might continue forever; the only difference would be the District leasing the building instead of the County. Director Doty agreed that this approach might be appropriate in some cases. As Director Doty summarized, the committee would make some assessments, seek guidance and recommendations from legal counsel, and then come back to the Board with a report in the next fiscal year. The Board members agreed that sounded good.
With the three questions answered, Director Doty asked for approval from the Board of the statement of work distributed earlier with counsel’s revisions. **MOTION:** Vice President Swift moved to approve the revised Governmental Affairs Committee’s Statement of Work. Director Kiefer seconded the motion. President Weyhe had a question for the rest of the Board. Referring to the first paragraph, in the last part of the last sentence, which reads “…and working toward taking ownership of the buildings,” President Weyhe said she wanted to make sure that, for the record, all of the Board members agree that that is the goal, i.e., working toward taking ownership of the buildings. In response, the Board members expressed their agreement, without exception.

Director Turner asked about the May 12, 2016 date for the capital improvements list, noting that the Budget Committee process would already be underway. Director Doty agreed to change the date from May 12, 2016, to April 14, 2016. President Weyhe asked for further discussion. Hearing none, she called for a voice vote. The motion was passed unanimously, as amended. President Weyhe thanked Director Doty for her efforts. Other Board members expressed their appreciation as well.

### 8.5 LSSI Committee
President Weyhe reported that there have been discussions with LSSI regarding a change in the current intergovernmental agreement with Rogue Community College for the shared Polaris (ILS) Integrated Library System and that it might be an agenda item for next month. Several Board members praised LSSI’s involvement in the strategic planning process thus far.

### 8.6 Policy Committee
Director Kiefer said she would be responding shortly to Director Doty, regarding input for the Policy Committee to consider. Director Kiefer also offered to work on additional SDAO policies.

### 8.7 Strategic Planning Steering Committee
After referring to the committee report in the packet *(Submission No. 11)*, President Weyhe stated for the record that each of the Board members have attended the community meetings and, according to Vice President Swift, the communities have appreciated the opportunity to be heard. The next step after the community meetings is the focus groups.

### 8.8 Technology Committee
There was nothing to add to the written report. The committee’s next meeting is January 7, 2016.

### 8.9 Individual Board Reports
Director Kiefer reiterated how exceedingly grateful she is to the Public Library Directors because the fundraising workshop they put on was very worthwhile. Having libraries from all over the state in the same room was a remarkable opportunity; and to have it be so affordable was a huge gift. Vice President Swift echoed what Director Kiefer said. Director Turner reported on a meeting she had with Tammy Westergard and one of the people working on the analytics for the strategic planning process. She spoke about how impressed she was by the amount of information we are going to be able to know about our library customers and non-customers alike. She described how the analytics tool takes all kinds of information—voting rolls, purchasing habits, library use, geographic information like assessed valuation and population—and lets you stratify and put it into any little group you want so you can measure the effectiveness of whatever targets you set. Ms. Westergard added that Mike Polich has been working directly with the analytics on demand, asking questions about their methods, and sanity checking that work. Director Doty shared that she was particularly pleased about Mr. Polich’s involvement since he has consistently expressed an interest in helping the library. In closing, Ms. Westergard reminded everyone that LSSI is providing and deploying this resource on behalf of our library system.
9. **Resources**

9.1 **Applegate Library Donor Press Release**

Director Doty spoke about the donor, Garth Bixler, who attended the community meeting at Applegate Library, which she and President Weyhe attended. President Weyhe referred to the press release in the packet (Submission No. 12) that the Oregon Community Foundation sent to *The Applegater* and *Mail Tribune* regarding the Bixler family, and shared how happy Mr. Bixler was to be invited to the community meeting. Other Board members agreed that it was great to have one of our benefactors actually in the library. President Weyhe assured the Board that the family is okay with holding the funding for this year and waiting to see what comes out of the strategic planning process to determine the best use for the funds. Lastly, she distributed an email exchange she had with him that explains the Library District and our plans.

9.2 **“Building a Better Board of Trustees” and “Currents,” American Libraries Magazine, Nov/Dec 2015**

President Weyhe noted that both Tammy Westergard and Dana Braccia were pictured in the *Currents* section of the magazine. Vice President Swift recommended the “best practices for trustees” sidebar as worth holding onto for future reference.

10. **Board Training**

10.1 **Oregon Public Meetings Law – Mark Bartholomew, Legal Counsel**

Mark Bartholomew addressed recent questions regarding Oregon Public Meetings Law in light of the Board’s enthusiastic participation in the strategic planning process; in particular, the possibility of three Directors being present at a community meeting. Clearly, a regular Board meeting is a public meeting that requires notice, i.e., you have a quorum and you’re making decisions. In a situation where a Board member is attending a meeting for another purpose or perhaps a meeting put on by another entity or group, you move a little bit into a gray area. The Attorney General’s Public Meetings Manual, although not a codified version of law, is a persuasive document held in high regard generally among government entities when looking at Public Meetings Law. The manual, Mr. Bartholomew continued, says that if it’s a meeting where there is going to be a discussion or information disseminated that is likely to form the basis for later decision making, then that is going to be counted as a public meeting; and, if it is a public meeting, you have to provide notice.

He cited an example from the City of Grants Pass, where a quorum of city councilors attended a talk by an economist. Since the information they would be obtaining would probably form the basis for future decisions, they put out a notice about the meeting. In cases like this, you put out the notice, say what the meeting is about, and include a notation that while this is not necessarily an official meeting of the governing board, a quorum of Board members may be present.

President Weyhe said she thought it was a great solution. Director Turner suggested that the Board could easily avoid the situation by having only two Board members attend. President Weyhe agreed, but said that in other situations, where there is clearly a relationship between the organization holding the meeting and the Library District and multiple Board members want to attend, having the ability to notice the meeting by saying that “A quorum of the Library District might be present,” seems like the right tool and a good idea. She then specifically asked counsel to advise the Board on the situation where she or another Board member might want to attend the Presidents Forum, which is already attended by two District Board members who also happen to the President of a Friends Group. She wondered if asking the Presidents Forum to include something in their public notice would suffice. Mr. Bartholomew replied that the District should not rely on another group to issue the notice; rather, we need to do our notice and we should notice it for the most part as if it’s a Library District Board meeting, adding a small explanation that it’s not really a Board meeting, but that a quorum may be present. He also clarified that this notice has to be done for each meeting in question. Director Doty remarked that it disadvantages Board members who aren’t on the Presidents Forum, stating that attending those meetings is a valuable way of getting information about what’s happening at the libraries; if she or Director Turner or President Weyhe can’t attend that meeting, how do we participate effectively with the Presidents, she asked. Director Turner suggested that the District send out notice of the Presidents Forums just in case other Board members want to attend. Following a brief
discussion, the Board reached a consensus that the situation is best handled by having the District put out a public notice of these groups’ meetings in the event that there is a quorum of the District in attendance.

Director Kiefer suggested that Board members could also gain a lot from participating in the upcoming focus group meetings. The fact that the Library District’s Board members are so involved might actually be viewed positively, she added. Vice President Swift suggested that with six sessions of focus groups, we could likely avoid having more than two Board members at the same one; nevertheless, the Board agreed that the District should put out a public notice for the focus group meetings.

10.2 United for Libraries Video(s): “Short Takes for Trustees”
The Board members watched an 8-10 minute video on “Policies” by Sally Gardner Reed. The Board agreed that, time permitting, watching the videos as a group in these meetings is very worthwhile, and they discussed two policy examples in the video just seen.

11. Future Meetings/Events
December 10, 2015 – Board Regular Meeting

12. Adjourn
President Weyhe adjourned the meeting at 11:47 a.m.

/s/ Lisa Marston ________________________
Recording Secretary
NOTICE OF PUBLIC HEARING
REGARDING PROPOSED CHANGES OF POLICY 6.4.1 INTERNET ACCESS TO INCLUDE THE CHILDREN'S INTERNET PROTECTION ACT (CIPA) REQUIREMENTS

NOTICE IS HEREBY GIVEN that on December 10, 2015, the Board of Directors of the Jackson County Library District will hold a Public Hearing in the Adams Community Meeting Room at 205 South Central Avenue, Medford, OR 97501, as part of the Regular Meeting of the Board at 9:30 a.m.

The Board will hold the Public Hearing in order to receive oral and written opinions regarding the proposed changes of Policy 6.4.1 Internet Access. Those desiring to comment orally may do so during the hearing. Written comments may be filed at any time prior to conclusion of the public hearing. Any written materials to be submitted to the Board should be addressed to the attention of Tammy Westergard, Library Director, at the above-mentioned address. Upon conclusion of the hearing, the Board will consider adoption of the proposed changes in the form of a new Internet Use and Safety Policy, which would include technology protection measures as required by The Children's Internet Protection Act (CIPA).

A copy of the Internet Use and Safety Policy, as proposed, is available for review in the Business Office, at the address set forth above. Copies of the Internet Use and Safety Policy are available by calling the District at (541) 423-1374.

DATED: December 4, 2015

Lisa Marston
Executive Administrator
RESOLUTION 2015-11

A RESOLUTION ADOPTING AN INTERNET USE AND SAFETY POLICY TO INCLUDE THE CHILDREN’S INTERNET PROTECTION ACT (CIPA) REQUIREMENTS

WHEREAS, THE BOARD OF THE JACKSON COUNTY LIBRARY DISTRICT FINDS:

A. To be eligible for discounts applied for under the E-Rate Program on Internet Access and Internal Connections, the Jackson County Library District (“District”) must certify compliance with the Children’s Internet Protection Act (CIPA) requirements before June 30, 2016; and

B. Changes to the Library’s current Policy 6.4.1 Internet Access are required before the District can certify compliance with the CIPA requirements; and

C. The Internet Use and Safety Policy proposed for adoption includes the CIPA requirements and will replace Policy 6.4.1 Internet Access; and

D. Adopting the proposed Internet Use and Safety Policy will allow the District to certify compliance with CIPA and therefore be eligible for the discounts on Internet Access and Internal Connections that were applied for by the District under the E-Rate Program for Fiscal Year 2015-2016.

BE IT RESOLVED:

1. That the District intends to comply with the CIPA requirements described in Exhibit A, which is attached hereto and incorporated herein by reference.

2. That the District affirmatively adopts the Internet Use and Safety Policy attached hereto as Exhibit B and incorporated herein by reference.

3. That Policy 6.4.1 Internet Access is hereby replaced.

The above resolution was approved by the Board of the Jackson County Library District and declared adopted this ___ day of _________________, 2015.

By:  

Attest:  

______________________________________________  

Board President  

Recording Secretary  

Board Vote:

Monica Weyhe  
Maureen Swift  
Susan Kiefer  
Jill B. Turner  
Carol Doty
EXHIBIT A

The CIPA requirements include the following items:

1. **Internet Safety Policy**
   Libraries receiving universal service discounts are required to adopt and enforce an Internet safety policy that includes a technology protection measure that protects against access by adults and minors to visual depictions that are obscene, child pornography, or—with respect to use of computers with Internet access by minors—harmful to minors. The Internet safety policy must address all of the following issues:
   - Access by minors to inappropriate matter on the Internet and World Wide Web
   - The safety and security of minors when using electronic mail, chat rooms, and other forms of direct electronic communications
   - Unauthorized access including "hacking" and other unlawful activities by minors online
   - Unauthorized disclosure, use, and dissemination of personal information regarding minors
   - Measures designed to restrict minors' access to materials harmful to minors

2. **Technology Protection Measure**
   A technology protection measure is a specific technology that blocks or filters Internet access. The school or library must enforce the operation of the technology protection measure during the use of its computers with Internet access, although an administrator, supervisor, or other person authorized by the authority with responsibility for administration of the library may disable the technology protection measure during use by an adult to enable access for bona fide research or other lawful purpose.

3. **Public Notice and Hearing or Meeting**
   The authority with responsibility for administration of the school or library must provide reasonable public notice and hold at least one public hearing or meeting to address a proposed technology protection measure and Internet safety policy. For private schools, public notice means notice to their appropriate constituent group.
This policy clarifies the use of Internet resources by staff, volunteers and the public in facilities operated by Jackson County Library Services (JCLS).

Jackson County Library Services (JCLS) endeavors to provide collections, resources, and services that meet the cultural, informational, recreational and educational needs of the diverse communities it serves. Within this context, JCLS offers access to the Internet for both staff and members of the public.

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

It is the policy of Jackson County Library Services to:

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

All Library computers with Internet access use a technology protection measure to block, filter or otherwise protect against access to visual depictions that are obscene, child pornography or harmful to minors and to any other materials considered obscene for or harmful to minors.

The filter’s purpose is to block access to sites patrons may find objectionable for themselves or their children, such as those that are obscene, or which otherwise may be deemed as harmful to minors. No filter can guarantee total success in this objective.

Patrons who are 17 years of age and over may, at their request, have the technology protection measure disabled during their use to enable access for bona fide research or other lawful purposes. Procedures for disabling or otherwise modifying any technology protection measures (for use by adults) shall be the responsibility of the Library Director or designated representatives.
JCLS provides free wireless Internet access in all libraries. Wireless Internet access is filtered, and all Library policies concerning legal, acceptable and safe use of computers and the Internet apply.

Library users should not have an expectation of privacy when using any form of electronic media through JCLS computers or wireless access points.

Supervising Computer Use by Children:

Access for all patrons under age 17 will be filtered. Filtering software may not block all material users find offensive. Individual users must accept responsibility for determining the suitability of content for their children. Library staff cannot know the maturity level and family values of each patron. Parents or legal guardians are responsible for determining what materials are appropriate for use by the children and young adults (under 17) for whom they are responsible. Consent given on the part of parents or legal guardians for a library card constitutes acknowledgment by the parents or guardians that they have a responsibility for monitoring their child’s use of all library resources, including the public computers.

The following are recommended guidelines for parents and guardians to ensure that children have positive online experiences, whether at home or at the library.

- Explore the wide range of available information and tell your children about sites you consider inappropriate for them.
- Provide guidelines for your children on the amount of time they spend online, just as for television viewing.
- Teach children to never give out personal identification information (name, address, password, telephone number, social security number, credit card number) about themselves or others without first asking a parent for permission.
- Teach children to be good online consumers. As with print information, consider the source, date, and accuracy of online information.
- Teach minors to exercise discretion and caution when communicating using the Internet, electronic mail, chat rooms, and other forms of direct electronic communications in order to remain safe and secure (e.g. avoidance of predators, cyber-bullying, and scams).
- American Library Association (ALA) Great Websites for Kids. The American Library Association offers a list of great safe sites for kids.
Internet Acceptable Use Rules for All Users

Use of Library technology by each and every staff member, volunteer, or patron shall constitute that person’s acknowledgment of and agreement to abide by this Internet Use and Safety Policy, including guidelines for use of the Internet by minors.

Patrons are expected to adhere to all rules governing the use of the Internet in libraries, including the duration and frequency of sessions. Patrons who violate library policy regarding the use of the Internet or who behave in a disruptive manner will be asked to either modify their use appropriately or have their Internet usage access terminated.

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

All Internet use is subject to JCLS’s Patron Rule of Conduct.

The Internet computer equipment and software must be used as installed. Deletion, addition, or modification of installed hardware or software is not allowed.

Users shall not disclose, use or disseminate personal identification information regarding minors without proper authorization.

Users shall utilize the Library network for lawful activities only. They shall not use the network to cause harm to others or damage the property of others. They shall not intentionally upload, download or create computer viruses or other forms of malicious programming, attempt to harm or destroy equipment, manipulate the data of any other user, or seek unauthorized access to networks and systems, including so-called "hacking."

Staff members are to use the Internet for library related purposes only. Unacceptable use of the Internet is prohibited and is grounds for disciplinary action up to and including dismissal from JCLS.
LIBRARY DIRECTOR REPORT

Completed Projects:
• Strategic planning community meetings at the libraries are completed (20 meetings over 6 weeks)
• Focus group session meetings with community stakeholders completed (six sessions over two days)
• Thank you note sent to Oregon Library Association for trustee workshop

Ongoing Projects:
• Edge Initiative (see attached article from ICMA’s PM Magazine *Strengthening the Library’s Strategic Role prepare to focus on public access technology* by Rashad Young and Susan Benton)
• GALE/Cengage regarding Analytics on Demand (purchase of tools complete, training underway)
• JCLD strategic planning process (moving from conversation phase to research phase)
• Online meeting room reservation system
• Special funds Ashland Library project (residual tax levy before the District passed in 2015)
• Volunteer activity (see attached newsletter)
• CIPA and e-rate technology project

New Projects:
• Giving Tree for CASA at Medford and Ashland branch libraries
• Fermented Food Demonstration and book talk at Ruch Branch Library
• Explore Pond Life Without Getting Your Shoes Wet – Gold Hill Branch Library

Author Visits:
  • *Saving Ben* by Addie Green
  • *Behind the Waterfall* by Molly Tinsley

• Prepping for the “Big One” Emergency Preparedness Evening – Medford branch library

Partnerships:
• Coyote Trails School at Ashland library Hunting and Gathering – Indigenous foraging family program
• Southern Oregon Citizens’ Climate Lobby events at Ashland library True Colors, Winds of Change & Revolt, Rebuild, Renew in November
• Rogue Valley Chapter of the Oregon Poetry Association The Living Newspaper: Using the News as Inspiration for Poetry by Dori Appel
• Rogue Valley Genealogical Society and Library, Southern Oregon Historical Society and OSF archives, *I took the Photo Now What?* Digitizing existing images and more workshop, Ashland branch
• Oregon Humanities and Cambia Health Foundation: *Talking about Dying* Ashland and Medford branch libraries

Grant activity/update
• Amy Blossom attended the JCCC award ceremony, Dec. 8.
• State Ready 2 Read final report submitted

Director meetings with community partners/leadership
• Talent community meeting
• Central Point community meeting
• Friends Presidents Forum (11-11)
• Medford community meeting
• Webinar presentation with Katherine DeRosear, Executive Director of the Manufacturing Skills Institute regarding the MT1 certification, an entry level credential for advanced manufacturing and included Jim Fong, Executive Director of Rogue Workforce Partnership on the webinar and an in person meeting after
• Participated in Medford School District Innovative Education Summit 11-21 with more than 100 community leaders and stakeholders

Human Resources
• Shady Cove branch manager is retiring as of Dec. 31. A position announcement has been posted. Denali will remain in our sub pool. We will miss her very much.

Maintenance / Facilities (second quarter report January)

Board Reading Recommendations:
1) ICMA's November/December_2015 issue: Maximize Your Trustees (attached)

Patron Comments:

A lighted sign is needed. Driving by I can’t tell when the library is open.
- Rogue River patron

You choose a great variety of mysteries for a Book Addict as me. Thank you, thank you! It’s like I O/D on mystery books.
- Ashland patron

The ladies in the kids dept are the best. I especially enjoy the baby and wobblers play-sing classes. p.s. could you open earlier?
- Ashland patron

We don't watch TV or movies so the library is a huge part of our life! We love it.
- Ashland patron

In Ashland there is a growing problem of vagrants in the community and specifically with using library facilities. There are sanitation issues on public computers and in the general spaces regarding body odor and more. I go to the Talent library to avoid these issues, but that is much more inconvenient for me. As a step toward discouraging vagrants please discontinue issuing guest passes for the computers.
- Ashland patron
Kevin Barclay, Chairman  
Public Library Division, Oregon Library Association  
c/o Deschutes Public Library  
507 NW Wall St.  
Bend, OR 97701

Dear Mr. Barclay,

It is with heartfelt thanks from myself and Jackson County Library District board members for the enriching and enjoyable October 24, 2015 PLD Fall Fundraising Workshop – Fund the Revolution, facilitated by your team and Library Strategies consultants Peter Pearson and Sue Hall.

Not only was the agenda rich with practical information, it was presented in a way that thoroughly engaged the audience through lecture combined with conversation. For the Jackson County Library District as a newly formed governmental agency (May, 2014), the best practices for library friends and foundations brought immediate clarity to the Board’s lingering questions regarding support groups. The information about how to find and focus on win-win opportunities, combined with the conversations and helpful reference documents, have already made their way to the Jackson County Library Foundation and Friends’ Presidents Forum. Productive conversations have begun. Please find attached the JCLD November minutes, section 8.1, for your review of the glowing praise for the event, its organizers and presenters.

Additionally, please accept my thanks for the Friday Public Library Directors meeting. As a new librarian in Oregon I continue to feel welcome and engaged with professionals from all types of libraries, and a special connection to our public library professionals. OLA is an impressive body and the importance of its role and worth was clearly evidenced during the two days in Tigard. We all look forward to adding value from southern Oregon.

Thank you to OLA and the PLD,

Tammy Westergard, MLS  
Library Director

CC: Jane Corry  
Oregon Library Association President 2015-2016

Encl: Minutes for the Jackson County Library District Regular Board Meeting, November 12, 2015 section 8.1
STRENGTHENING THE LIBRARY’S STRATEGIC ROLE

INSIDE

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36 WISH I’D BEEN TOLD
STRENGTHENING THE LIBRARY'S STRATEGIC ROLE

PREPARE TO FOCUS ON PUBLIC ACCESS TECHNOLOGY

By Rashad Young and Susan Benton
Technology has become essential to success and progress in daily life, and public libraries are go-to resources for digital access and trusted guides in the increasingly complex digital world. Today, no other institution rivals the significance of public libraries as technology gateways providing a wide range of resources that meet personal and professional needs, support local economies, and build stronger communities.

The breadth of public technology services available in libraries is growing exponentially, placing increased pressure on library budgets and staff to not only keep abreast of community needs and changing technologies, but also to plan for the future.

As the library’s strategic role in the community expands, being able to assess the scope and effectiveness of library services, measure outcomes, and make informed decisions about future investments becomes even more important for library directors and local government managers.

**Meeting Public Access Technology Needs**

Public access technology today covers far more than Internet access and desktop computers for use in public libraries. Those digital-access services continue to be essential, supplemented by innovative programs outside library walls to close the digital divide, including WiFi access in remote locations and hotspot lending programs that provide home mobile broadband wireless Internet access, particularly for use when libraries are closed, and WiFi-enabled bookmobiles.

Libraries also support a growing range of these technology services that address community priorities and improve community outcomes:

- Workforce development and entrepreneurship through organized online resources for job seeking, employment skill-building, professional certification, small business development, and career testing.
- E-government access through links to local, state, and federal resources with instructions for identifying, finding, and using online government services.
- Education opportunities for learners of all ages that involve web-based read-along programs, online resources for homework help, access to education testing preparation, and high-tech teen learning centers.
- Health and wellness including access to online medical databases, health care providers, and resources to improve health literacy.

“The role of the public library has evolved dramatically over the years, particularly in relation to technology services,” said San Antonio City Manager Sheryl Sculley. “The scope of library services is changing at such a fast pace today that it’s sometimes hard to keep up and predict where we want to be.”

Taking a broad look, rather than a piecemeal approach at public access technology services and developing a digital strategy that aligns library services with community priorities can help local government managers and library leaders stay on top of change while planning for the future.

“I’m certainly not a technology expert, but I am a futurist,” Sculley said. “I want to look three to five years down the road to assess where we want to be and what we need to do today to get there.”

Edge, a new tool developed by a coalition of national organizations including the International City/County Management Association (ICMA) with funding from the Bill & Melinda Gates Foundation, and led by the Urban Libraries Council, offers a framework for assessing public access services and developing a technology roadmap.

**The Edge System**

Edge is a performance-management system built around 11 benchmarks (see Figure 1) that identify essential public access technology services and 30 indicators (see Figure 2 for sample indicators) that identify desired outcomes for measuring progress. Since its national launch in January 2014, nearly 1,900 public libraries have completed an online assessment of their technology services, in partnership with their local government.

The process of examining public access services against national benchmarks can help library leaders and managers:

- Quantify what people expect from their public library.
- Develop metrics to defend and justify proposed investments in library infrastructure, programs, and services.
- Compare library performance with national averages from library systems of similar size.
- Develop a multi-year action plan to address the most pressing needs first while scheduling action on future needs.
Like other performance-management systems that may be in use in local government, the Edge assessment produces data for setting priorities, allocating resources, and achieving higher levels of performance. The framework also provides outcomes that help define the value of the public library in the community and guides smart decisions about investments in library programs.

“As a city manager, it is important for me to identify and implement methodologies that generate valid information on how to deliver services to better meet community needs,” said Tommy Gonzalez, city manager of El Paso, Texas. “At the end of the day, we want to increase the number of people using library services and give the end user a better product. Edge is a valuable tool for making that happen.”

Comparisons Provide Measureable Results
Following completion of the online assessment, the library receives a report with scores on each indicator and comparison with average scores attained by libraries of similar size (see Figure 3).

Tim Burgess, assistant county manager, New Hanover County, North Carolina, said the assessment process is “like having a consultant come in and provide a neutral perspective on what we’re doing as a library organization.” He described the benchmarks and indicators as a different kind of checklist that provides a complete picture of essential, public access library services. “Edge made us aware of things we hadn’t considered and caused us to closely evaluate current operations,” Burgess said.

New Data and New Ideas
Since its January 2014 national launch, Edge has helped public library systems of all sizes achieve results in how they deliver public access technology. From the Alexander County library, which serves 37,000 people in two locations with 12 staff and 11 public computers, to San Antonio’s public library with 1.8 million patrons, 27 locations, 500 employees, and 791 public devices, Edge has generated data, new ideas, and a framework for action.

Library directors and local government managers highlight these examples of outcomes from completing the assessment process:

- Holistic and strategic thinking about the library’s overall role in the community.
- New investments in public technology infrastructure based on assessment results.
- Clear focus for action and a structure for change.
- Improved staff capacity to deliver essential services, to support an outcome-based approach to library planning, and to engage in strategic thinking.
- Expanded community outreach.
- Increased ability to tell the library story using outcome data.
- Enhanced confidence about future library directions.

Local Library Snapshots
Here’s a brief overview of several libraries that have completed the Edge assessment and are implementing action plans.

San Antonio Public Library (SAPL) used its assessment results to sharpen its digital strategy, which led to $500,000 in additional city funds for technology investments. Despite already robust public access technology resources, Library Director Ramiro Salazar said the assessment process “helped us be more focused on positioning the library to meet community needs.” Approval of the additional $500,000 for technology infrastructure and services came after a presentation to the city council on the library’s long-term
digital strategy. Library leaders saw the council action as a vote of confidence for the library’s role in public computing.

SAPL used the results of its assessment to expand WiFi capacity, increase public access devices (e.g., desktops, laptops, and tablets), create collaborative meeting spaces in a new branch, explore use of Chromebooks and Chromeboxes as more economical and more easily managed devices to meet per capita user targets, and introduce kiosks at the San Antonio International Airport to give travelers access to the library’s e-books and audiobooks.

Another significant outcome of using the benchmarks has been improved communication between library staff and the city IT department by providing a common language and better data about the library’s technology infrastructure needs.

Guthrie, Oklahoma, Public Library focused its public access technology action plan on broadening connections with less-served areas, engaging all staff in shaping the library’s future, and expanding training to address digital literacy. While Guthrie’s library is a municipal department serving the city’s 10,000 residents, its service area also covers Logan County’s 40,000 residents.

City Manager Sereniah Breland said the benchmarks broadened staff awareness of the importance of standards and outcomes to define appropriate service levels and investments. “We have emphasized the importance of the benchmarks and measuring outcomes—not just for the library, but for all local government services,” Breland said.

To expand the library’s service reach, Guthrie is creating a WiFi-enabled bookmobile to bring the library to patrons with limited access to the main library and to technology resources, particularly in Logan County. The library secured an $18,000 grant to establish a mobile collection and is in the process of getting a vehicle and designing bookmobile routes.

El Paso, Texas, Public Library serves a population of 659,000 people living in a 259-square-mile area. The community has a high poverty rate, low educational achievement, and extremely limited Internet and technology access. Digital literacy and bridging the digital

FIGURE 2: Selected Indicators
Each benchmark includes three to five indicators with examples of recommended practices. Sample benchmarks with indicators follow:

BENCHMARK 1: Libraries provide assistance and training with the goal of increasing the level of digital literacy in the community.

1.2. The library provides individual assistance for digital literacy at all outlets:
• One-on-one technology help for patrons is available on-demand for at least 10-minute sessions at all library locations.
• One-on-one technology help is available for patrons on-demand or by appointment for at least 30-minute sessions at all library locations.
• One-on-one help is available on-demand or by appointment for patron-owned devices (e.g., eReaders, tablets, iPods, smartphones) in at least one library location.
• One-on-one help is available in languages other than English in at least one library location.

BENCHMARK 4: Libraries make strategic decisions based on community priorities for digital inclusion and innovation.

4.2. The library gathers feedback from the community about its public technology needs.
• An analysis of social and economic conditions of the community is conducted as part of information gathering for strategic planning and decision making.
divide have been high priorities for the library, making public access technology a vital service.

The library had received an $8 million Broadband Technology Opportunities Program (BTOP) grant in 2010 from the National Telecommunications and Information Administration of the U.S. Department of Commerce that supported significant expansion of technology infrastructure and services. Library Director Dionne Mack said the Edge assessment process helped the library develop strategies and priorities for sustaining progress made with BTOP funds.

"The benchmarks helped us take a more holistic approach to our digital strategy and reframed the way we talked about public access technology in our organization and in the community," Mack said. "Before Edge, we weren’t thinking about all the details and options such as a technology petting zoo to introduce new technologies."

Technology petting zoos have been used in libraries in recent years to give both patrons and staff an opportunity to try out tech devices with guidance from expert staff in a relaxed and supportive atmosphere—like a library “genius bar.” Typical services in a petting zoo include one-on-one scheduled visits, tech fairs, and group coaching sessions. E-readers and tablets from different manufacturers are the most common devices in library petting zoos.

Two significant outcomes of the El Paso library’s assessment process have been developing staff technology expertise to support patrons’ needs and shaping the library’s technology future by establishing an expanded program of technology classes, all conducted by library staff.

Of the library’s 148 employees, 68 are now teaching computer classes. In 2014, the library conducted more than 2,600 technology classes attended by 20,000 residents. Despite a 25 percent reduction in staff when the BTOP grant ended, the library has been able to offer the same or higher level of technology services by engaging staff in new ways.

**Greensboro, North Carolina, public library** has focused its assessment and action planning primarily on benchmark nine which addresses devices and bandwidth to accommodate user demand. While library bandwidth was adequate, the number of device hours available on a per capita basis was lower than desired.

In order to meet the need for more computers, the library created a laptop lending program for use inside library branches that provided more space and flexibility in library buildings. Library users are able to check out an Internet-enabled laptop for use anywhere inside the library for specific time periods. Laptops must be checked back in before the user leaves the library.

Beyond specific actions that emerged from the assessment report, Library Director Brigitte Blanton said the process of working through the benchmarks and indicators broadened the library’s approach to its public access technology services. "Edge made us think," Blanton said. "As much as we strive in public libraries to be inclusive, we sometimes define our work in narrow ways. Edge forces you to think and test assumptions about services and resources."

**Meeting Future Public Access Technology Needs**

Technology is evolving at a rapid pace and becoming even more important to daily life. This makes the public library’s role as a trusted technology guide and go-to resource increasingly vital.

For city and county managers, the Edge system provides tools for assessing, improving, and demonstrating the value of public access technology services in order to create a business case for why investments are important and how those investments contribute to improved community outcomes.

"Edge is a serious, legitimate tool that gives us valuable data for decision making and tells me where my library stands in relation to other public libraries," said Harry Tuchmayer, director of the New Hanover County, North Carolina, library. "The backing of the Bill & Melinda Gates Foundation, and national organizations such as ICMA, make it [Edge] even more valuable."

To ensure that the Edge approach to assessing and planning for public access technology remains current, benchmarks and indicators will be reviewed and updated periodically. For library staff, the opportunity to go through an assessment process again a year later to measure progress and revisit indicators is exciting.

"We want to ace it someday," said San Antonio Public Library Performance and Innovation Manager David Cooksey.

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**RASHAD YOUNG** is city administrator, Washington, D.C., and a member of the executive board of the Urban Libraries Council ( Rashad.young@dc.gov).

**SUSAN BENTON** is president and CEO, Urban Libraries Council, Washington, D.C. (Susan.benton@urbanlibraries.org).

The authors want to thank the staff members of these library systems for their contributions to this article: El Paso, Texas; San Antonio, Texas; Greensboro, North Carolina; Alexander County, North Carolina; New Hanover County, North Carolina; Guthrie, Oklahoma; Anchorage, Alaska; and Mifflin County, Pennsylvania.
December 2015

Volunteer View

Volunteer Services Newsletter

Supporting our Community for the Holidays

* Medford and Shady Cove branches are drop-off locations for Jackson County Toys for Tots. Donate a new or gently-used book or a new unwrapped toy for kids age zero to 17-years old by December 15th, and help bring a smile to the face of a needy child.

* The Children’s Department in our Medford and Ashland branches invite our community to participate in CASA of Jackson County’s “Giving Tree” program. Donations of new and unwrapped pajamas, socks, underwear or diapers can be placed under the trees located in the Children’s Department until December 9th. These donations will go to children who have been removed from their home due to abuse or neglect.

* Applegate Branch is hosting a “Warm Winter Gear Drive” seeking donations of new or gently-used winter hats, scarves, and gloves for those in need. Happening now until December 18th.

In This Issue:

♦ Supporting our Community
♦ Year in Review
♦ Service Anniversaries
♦ Welcome New Volunteers
♦ Coming Soon
♦ Coordinator’s Corner
With the end of the year on the horizon, let’s take a moment to look back on the last year and reflect on what we as a team have accomplished in our library system. Although numbers only tell part of our story, the following data reflects our efforts made in the fiscal year 2014-2015.

### In Our Community
- 4K people used JCLS community rooms
- 5.4K people participated in library-sponsored programs and activities
- 60.6K people attended classes, tours, meetings and workshops
- 699.6K people in Jackson County utilized library services

### Our Future Patrons
- 10.7K children attended Storytimes
- 5.1K children attended Babies and Wobblers
- Toddlerobics took off in popularity
- 349K elementary school children checked out books, audio, music and movies
- 896 people attended Learn-A-Palooza
- 19.5K children and teens attended programs throughout our 15 branches

### Reading, Listening, and Viewing for Pleasure
- 821K fiction books, music, audiobooks and DVDs were checked out by adults
- 7.4K people registered for library cards
- 24.3K DVDs and Blu-Rays were circulated
- 76% of Jackson County residents use a library card
- Over 7K items circulated to Homebound patrons through Outreach
- 1.6 million total items circulated through 15 branches

### Internet and Technology
- 115K sessions at the library’s public computers
- 301 people attended computer workshops
- 444K hits on the JCLS website
- Over 111K Jackson County library patrons logged on to their account to download eBooks, audiobooks and videos

### Over 20K volunteer hours reported

One thrilled volunteer coordinator

542 people attended 20 community meetings in 15 towns to share their vision and ideas for the Library’s strategic planning process
Welcome New Volunteers!!!

Barbara Duncan (Central Point)
Diane Dwyer (Medford)
Jaci Harris (Eagle Point)
Pauline Washburn (Rogue River)
Rosie Webb (Gold Hill)
Kathleen Forstner (Ashland)
Teresa Sinderson (Eagle Point)
Katya Weiss (Medford)
Kristopher Kelly (Medford)
Benjamin Hillen (Ruch)
Jade Bromley (Ashland)

December Anniversaries

One Year
Yuting Liang (Central Point)
Kevin Rogers (Ashland)
Barbara Terrel (Ashland)

Two Years
Wendy Cordle (Medford)
Yesenia Robinson (Central Point)
Shawn DeCourcy O’Grady (Ashland)

Three Years
Oolah Croft (Medford)
Jennifer Walloch (Shady Cove)

Four Years
Olivia Kesler

Five Years
Judy Addington (White City)
Brad Galusha (Ashland)

Six Years
Lynn Stillwater (Ashland)

Seven Years
Mary Stirling (Shady Cove)

Our amazing volunteers donated 1,599 hours in the month of October!
Coordinator’s Corner

The holiday season always reminds me of the first “real” book I ever read; *Little House in the Big Woods* by Laura Ingalls Wilder. I can clearly remember laying on the floor in front of our woodstove and being transported to a tiny cabin in which people slept in down-filled beds, snow storms obliterated the path to the barn, and red mittens, a peppermint stick and a rag doll for Christmas were treasured gifts that made the children’s eyes shine. In my world of Barbies, Cracker Jack and Star Wars action figures, this was a completely alien concept! I remember thinking, “How could they be happy with so little? How could they think a peppermint stick was so great?” As the story progressed, the children played, the family ate Christmas dinner together, and I figured it out: they had each other. They were a family and that was enough.

It has been over thirty-five years since I read *Little House* and I still think about Laura Ingalls and the moment I learned that possessions aren’t everything. This was but the first of many defining, growing, and learning opportunities brought to me by way of a book, and we have all, at one point or the other, experienced the same. That is why we do what we do: we know the transformative power of books and want to give others the opportunity to experience it for themselves. You as a volunteer play a significant part in this endeavor. By sharing your time and effort, you are assisting the Library in offering the gift of knowledge and self-discovery not only to children, but adults as well, and that is no small thing. On behalf of all of us at Jackson County Library Services, I sincerely thank you for everything you do, and wish you and yours the very happiest of holidays.

~Jessica Arenas
# Jackson County Library District

## Statement of Revenues and Expenditures

From 11/1/2015 Through 11/30/2015

<table>
<thead>
<tr>
<th>Operating Revenue</th>
<th>YTD Budget</th>
<th>Current Month Actual</th>
<th>YTD Actual</th>
<th>YTD Budget Remaining</th>
<th>YTD Balance %</th>
<th>Year Left</th>
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<td>Current Property Tax Collections</td>
<td>8,800,000.00</td>
<td>7,967,717.00</td>
<td>7,967,717.00</td>
<td>(832,283.00)</td>
<td>(9.46)%</td>
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<td>Prior Year Property Tax Collections</td>
<td>250,000.00</td>
<td>30,437.56</td>
<td>133,150.64</td>
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<td>Interest Income</td>
<td>18,000.00</td>
<td>274.53</td>
<td>2,364.27</td>
<td>(15,635.73)</td>
<td>(86.87)%</td>
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<td>E Rate</td>
<td>123,000.00</td>
<td>17,144.70</td>
<td>34,304.70</td>
<td>(88,695.30)</td>
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<td>City Library Participation</td>
<td>40,000.00</td>
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<td>32.96</td>
<td>(39,667.04)</td>
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<td>Reimbursements From RCC</td>
<td>46,000.00</td>
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<td>19,371.00</td>
<td>(26,629.00)</td>
<td>(57.89)%</td>
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<td>Ready To Read Grant</td>
<td>35,000.00</td>
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<td>0.00</td>
<td>(35,000.00)</td>
<td>(100.00)%</td>
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<td>Conference Room Rental</td>
<td>25,000.00</td>
<td>2,283.00</td>
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<td>Government Agency Rentals</td>
<td>105,000.00</td>
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<td>103,180.08</td>
<td>(1,819.92)</td>
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<td>Inter-library Loan Fees</td>
<td>1,500.00</td>
<td>55.00</td>
<td>526.80</td>
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<td>Library Card Replacement Fees</td>
<td>4,500.00</td>
<td>202.00</td>
<td>1,821.00</td>
<td>(2,679.00)</td>
<td>(59.53)%</td>
<td></td>
</tr>
<tr>
<td>Late Fee Charges</td>
<td>115,000.00</td>
<td>5,041.93</td>
<td>50,717.33</td>
<td>(64,282.67)</td>
<td>(55.90)%</td>
<td></td>
</tr>
<tr>
<td>Lost/Damaged Materials</td>
<td>13,000.00</td>
<td>580.38</td>
<td>3,996.61</td>
<td>(9,003.39)</td>
<td>(69.26)%</td>
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<tr>
<td>Photocopy/Fax Sales</td>
<td>22,000.00</td>
<td>419.21</td>
<td>5,766.30</td>
<td>(16,233.70)</td>
<td>(73.79)%</td>
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<tr>
<td>Patron Refunds</td>
<td>0.00</td>
<td>(92.83)</td>
<td>(881.45)</td>
<td>(881.45)</td>
<td>0.00%</td>
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<td>Printer Sales</td>
<td>0.00</td>
<td>222.85</td>
<td>4,401.80</td>
<td>4,401.80</td>
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<td>Hulburt Donation</td>
<td>132,000.00</td>
<td>0.00</td>
<td>0.00</td>
<td>(132,000.00)</td>
<td>(100.00)%</td>
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</tr>
<tr>
<td>Library Friends Donations</td>
<td>45,000.00</td>
<td>0.00</td>
<td>0.00</td>
<td>(45,000.00)</td>
<td>(100.00)%</td>
<td></td>
</tr>
<tr>
<td>Medford Friends Book Shop Remodel</td>
<td>0.00</td>
<td>0.00</td>
<td>11,956.37</td>
<td>11,956.37</td>
<td>0.00%</td>
<td></td>
</tr>
<tr>
<td>Library Foundation Donations</td>
<td>5,500.00</td>
<td>0.00</td>
<td>0.00</td>
<td>(5,500.00)</td>
<td>(100.00)%</td>
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<tr>
<td>General Public Donations</td>
<td>32,000.00</td>
<td>30.65</td>
<td>1,145.09</td>
<td>(30,854.91)</td>
<td>(96.42)%</td>
<td></td>
</tr>
<tr>
<td>OR Community Foundation</td>
<td>14,500.00</td>
<td>2,000.00</td>
<td>5,838.47</td>
<td>(8,661.53)</td>
<td>(59.73)%</td>
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</tr>
<tr>
<td>Ej Smith Trust-Restricted</td>
<td>200.00</td>
<td>0.00</td>
<td>0.00</td>
<td>(200.00)</td>
<td>(100.00)%</td>
<td></td>
</tr>
<tr>
<td>Ted Gerlock-Restricted</td>
<td>50.00</td>
<td>0.00</td>
<td>0.00</td>
<td>(50.00)</td>
<td>(100.00)%</td>
<td></td>
</tr>
<tr>
<td>Carpenter Foundation-Restricted</td>
<td>0.00</td>
<td>0.00</td>
<td>3,000.00</td>
<td>3,000.00</td>
<td>0.00%</td>
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</tr>
<tr>
<td>Miscellaneous Donations</td>
<td>0.00</td>
<td>0.00</td>
<td>3.00</td>
<td>3.00</td>
<td>0.00%</td>
<td></td>
</tr>
<tr>
<td>Beginning Fund Balance-Unrestricted</td>
<td>2,580,750.00</td>
<td>0.00</td>
<td>2,525,798.72</td>
<td>(54,951.28)</td>
<td>(2.13)%</td>
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<tr>
<td>Beginning Fund Balance-Restricted</td>
<td>132,000.00</td>
<td>0.00</td>
<td>224,990.31</td>
<td>92,990.31</td>
<td>70.45%</td>
<td></td>
</tr>
<tr>
<td>Total Program Revenue</td>
<td>12,540,000.00</td>
<td>8,026,315.98</td>
<td>11,111,387.09</td>
<td>(1,428,612.91)</td>
<td>(11.39)%</td>
<td></td>
</tr>
<tr>
<td>Total Operating Revenue</td>
<td>12,540,000.00</td>
<td>8,026,315.98</td>
<td>11,111,387.09</td>
<td>(1,428,612.91)</td>
<td>(11.39)%</td>
<td></td>
</tr>
<tr>
<td>Total Revenue</td>
<td>12,540,000.00</td>
<td>8,026,315.98</td>
<td>11,111,387.09</td>
<td>(1,428,612.91)</td>
<td>(11.39)%</td>
<td></td>
</tr>
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</table>

Date: 12/3/15 08:37:45 AM
<table>
<thead>
<tr>
<th>Expenditures</th>
<th>YTD Budget</th>
<th>Current Month Actual</th>
<th>YTD Actual</th>
<th>YTD Budget Remaining</th>
<th>Budget Balance %</th>
</tr>
</thead>
<tbody>
<tr>
<td>Program Expenses</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accounting Services</td>
<td>84,000.00</td>
<td>0.92</td>
<td>14,441.60</td>
<td>69,558.40</td>
<td>82.81%</td>
</tr>
<tr>
<td>Auditing Services</td>
<td>10,000.00</td>
<td>0.00</td>
<td>0.00</td>
<td>10,000.00</td>
<td>100.00%</td>
</tr>
<tr>
<td>Administrative Services</td>
<td>56,000.00</td>
<td>0.00</td>
<td>24,904.54</td>
<td>31,095.46</td>
<td>55.53%</td>
</tr>
<tr>
<td>Bank Fees/Interest Expense</td>
<td>8,000.00</td>
<td>92.24</td>
<td>477.20</td>
<td>7,522.80</td>
<td>94.03%</td>
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<td>Community Promo/Strategic Plan</td>
<td>50,000.00</td>
<td>0.00</td>
<td>3,796.65</td>
<td>46,203.35</td>
<td>92.41%</td>
</tr>
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<td>Background Checks</td>
<td>0.00</td>
<td>0.00</td>
<td>93.00</td>
<td>(93.00)</td>
<td>0.00%</td>
</tr>
<tr>
<td>Elections</td>
<td>0.00</td>
<td>0.00</td>
<td>28,337.94</td>
<td>(28,337.94)</td>
<td>0.00%</td>
</tr>
<tr>
<td>Insurance</td>
<td>20,000.00</td>
<td>0.00</td>
<td>838.48</td>
<td>19,161.52</td>
<td>95.81%</td>
</tr>
<tr>
<td>Legal Services</td>
<td>24,000.00</td>
<td>400.00</td>
<td>589.40</td>
<td>22,380.00</td>
<td>93.25%</td>
</tr>
<tr>
<td>Memberships and Dues</td>
<td>3,000.00</td>
<td>0.00</td>
<td>968.14</td>
<td>2,031.86</td>
<td>67.73%</td>
</tr>
<tr>
<td>Office Supplies</td>
<td>2,000.00</td>
<td>0.00</td>
<td>1,242.60</td>
<td>757.40</td>
<td>58.58%</td>
</tr>
<tr>
<td>Postage</td>
<td>500.00</td>
<td>0.00</td>
<td>405.56</td>
<td>94.44</td>
<td>18.89%</td>
</tr>
<tr>
<td>Registration/Tuition/Travel</td>
<td>7,500.00</td>
<td>1,994.12</td>
<td>3,030.62</td>
<td>4,469.38</td>
<td>59.59%</td>
</tr>
<tr>
<td>Special fees and Expenses</td>
<td>0.00</td>
<td>(0.92)</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00%</td>
</tr>
<tr>
<td>Transfers To Foundations</td>
<td>0.00</td>
<td>0.00</td>
<td>10,000.00</td>
<td>100.00%</td>
<td></td>
</tr>
<tr>
<td>Advertising/Legal Notices</td>
<td>0.00</td>
<td>0.00</td>
<td>920.12</td>
<td>(920.12)</td>
<td>0.00%</td>
</tr>
<tr>
<td>Alarm Services</td>
<td>3,000.00</td>
<td>0.00</td>
<td>1,242.60</td>
<td>1,757.40</td>
<td>58.58%</td>
</tr>
<tr>
<td>Building Repair/Maintenance</td>
<td>410,000.00</td>
<td>34,233.41</td>
<td>171,267.07</td>
<td>238,732.93</td>
<td>58.23%</td>
</tr>
<tr>
<td>Custodial Services</td>
<td>265,000.00</td>
<td>309.00</td>
<td>968.14</td>
<td>2,031.86</td>
<td>67.73%</td>
</tr>
<tr>
<td>Custodial Supplies</td>
<td>8,000.00</td>
<td>0.00</td>
<td>4,759.34</td>
<td>3,240.66</td>
<td>40.51%</td>
</tr>
<tr>
<td>Landscape Services</td>
<td>0.00</td>
<td>0.00</td>
<td>937.00</td>
<td>(937.00)</td>
<td>0.00%</td>
</tr>
<tr>
<td>Maintenance Services</td>
<td>5,500.00</td>
<td>0.00</td>
<td>2,000.00</td>
<td>3,500.00</td>
<td>63.64%</td>
</tr>
<tr>
<td>Property Rental/Lease Expense</td>
<td>500.00</td>
<td>0.00</td>
<td>0.00</td>
<td>500.00</td>
<td>100.00%</td>
</tr>
<tr>
<td>Security Services</td>
<td>50,000.00</td>
<td>0.00</td>
<td>17,920.88</td>
<td>32,079.12</td>
<td>64.16%</td>
</tr>
<tr>
<td>Signs and Signal Materials</td>
<td>2,000.00</td>
<td>0.00</td>
<td>107.00</td>
<td>1,893.00</td>
<td>94.65%</td>
</tr>
<tr>
<td>Copier Expense</td>
<td>0.00</td>
<td>0.00</td>
<td>42.11</td>
<td>(42.11)</td>
<td>0.00%</td>
</tr>
<tr>
<td>Equipment Repair/Maintenance</td>
<td>2,500.00</td>
<td>279.41</td>
<td>6,609.93</td>
<td>(4,109.93)</td>
<td>(164.40)%</td>
</tr>
<tr>
<td>Facility Furnishing Expense</td>
<td>25,000.00</td>
<td>0.00</td>
<td>0.00</td>
<td>25,000.00</td>
<td>100.00%</td>
</tr>
<tr>
<td>ME/PC Recycle Fee</td>
<td>1,000.00</td>
<td>0.00</td>
<td>0.00</td>
<td>1,000.00</td>
<td>100.00%</td>
</tr>
<tr>
<td>Minor Equipment</td>
<td>50,000.00</td>
<td>0.00</td>
<td>0.00</td>
<td>50,000.00</td>
<td>100.00%</td>
</tr>
<tr>
<td>Minor Equipment-Computers</td>
<td>212,000.00</td>
<td>0.00</td>
<td>0.00</td>
<td>212,000.00</td>
<td>100.00%</td>
</tr>
<tr>
<td>Supplies and Expenses</td>
<td>0.00</td>
<td>222.45</td>
<td>222.45</td>
<td>(222.45)</td>
<td>0.00%</td>
</tr>
<tr>
<td>LSSI Contract</td>
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<td>397,896.92</td>
<td>1,989,484.60</td>
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<td>64.88%</td>
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<td>Library Materials</td>
<td>800,000.00</td>
<td>0.00</td>
<td>165,041.14</td>
<td>634,958.86</td>
<td>79.37%</td>
</tr>
<tr>
<td>Library Handling Charge</td>
<td>0.00</td>
<td>0.00</td>
<td>2,121.32</td>
<td>(2,121.32)</td>
<td>0.00%</td>
</tr>
</tbody>
</table>
## Jackson County Library District

**Statement of Revenues and Expenditures**

From 11/1/2015 Through 11/30/2015

<table>
<thead>
<tr>
<th>Budget</th>
<th>Actual</th>
<th>Remaining</th>
<th>Balance %</th>
</tr>
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<tbody>
<tr>
<td><strong>YTD Budget</strong></td>
<td><strong>Current Month</strong></td>
<td><strong>YTD Actual</strong></td>
<td><strong>58.3% Year Left</strong></td>
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<td>Grant Funded Programs</td>
<td>35,000.00</td>
<td>0.00</td>
<td>0.00</td>
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<tr>
<td>City Participation</td>
<td>40,000.00</td>
<td>0.00</td>
<td>0.00</td>
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<tr>
<td>Electricity</td>
<td>250,000.00</td>
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<td>71,296.64</td>
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<td>Natural Gas</td>
<td>55,000.00</td>
<td>0.00</td>
<td>2,328.16</td>
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<td>Garbage Service</td>
<td>11,000.00</td>
<td>0.00</td>
<td>3,002.38</td>
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<tr>
<td>Water and Sewer Service</td>
<td>35,000.00</td>
<td>457.78</td>
<td>17,190.74</td>
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<tr>
<td>Street and Storm Drain Fees</td>
<td>23,000.00</td>
<td>1,660.10</td>
<td>5,855.12</td>
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<td>Telecom-Long Distance</td>
<td>0.00</td>
<td>0.00</td>
<td>804.99</td>
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<tr>
<td>Telecom-Voice and LD</td>
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<td>3,789.16</td>
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<td>Telecom-Wide Area Network</td>
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<td>Telecom-AP/BF/PR</td>
<td>4,000.00</td>
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<td>0.00</td>
</tr>
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<td>Telecom-Internet Services</td>
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<td>Municipal Assessments</td>
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<td>3,487.20</td>
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<tr>
<td>Maintenance &amp; Fuel for Vehicles</td>
<td>15,000.00</td>
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<td>4,015.37</td>
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<td>Hulbert Donation</td>
<td>232,000.00</td>
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<td>Library Friends Donations</td>
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<td>Library Foundation Donations</td>
<td>5,500.00</td>
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<td>3,289.84</td>
</tr>
<tr>
<td>General Public Donations</td>
<td>32,000.00</td>
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<td>47.11</td>
</tr>
<tr>
<td>OR Community Foundation</td>
<td>14,500.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>Ej Smith Trust Books</td>
<td>200.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>Gerlock Trust Books</td>
<td>50.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>Capital Outlay</td>
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<td>105,154.93</td>
</tr>
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<td>Contingency</td>
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<td>0.00</td>
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<tr>
<td>Ending Fund Balance</td>
<td>3,174,250.00</td>
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<tr>
<td>Total Program Expenses</td>
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<td>441,736.04</td>
<td>2,859,480.94</td>
</tr>
<tr>
<td>Total Expenditures</td>
<td>12,540,000.00</td>
<td>441,736.04</td>
<td>2,859,480.94</td>
</tr>
</tbody>
</table>

**Net Revenue Over Expenditures**

<table>
<thead>
<tr>
<th>YTD Budget</th>
<th>Actual</th>
<th>Remaining</th>
<th>Balance %</th>
</tr>
</thead>
<tbody>
<tr>
<td>0.00</td>
<td>7,584,579.94</td>
<td>8,251,906.15</td>
<td>8,251,906.15</td>
</tr>
</tbody>
</table>
9.6 Strategic Planning Steering Committee
Committee Members: Carol Doty, Maureen Swift, Tammy Westergard and Carrie Prechtel

WORKPLAN UPDATE:
Phase I:

External Analysis and Community Input
In-library Meetings 20
Library Meeting Attendance 269
Outside-Library Meetings (to date) 6
Outside-Libraries Attendance (to date) 463

Synthesis of Findings from Community Meetings:
Underway are efforts quantifying the feedback and what people expect from public library service. The committee will provide a full report assembling input from all staff, stakeholder and community conversations that took place within and outside of the libraries. The overarching objective is to compile the best available knowledge from local communities combined with insights gleaned from data analysis to inform strategic goal setting and funding priorities. Please find the synthesis of staff findings here: [http://jcls.libguides.com/sp_staff_reports](http://jcls.libguides.com/sp_staff_reports)

Focus Group Input Sessions: December 7 and 8 Margot Helphand facilitated six different focus group sessions with the assistance of the library leadership team. More than 335 invitations were mailed and emailed, and more than 250 phone calls were made to participants in an earnest attempt to ensure participation. Outputs (as of this writing not available).

Blue Ribbon Committee
Staff called and/or emailed all of the Blue Ribbon Committee to ask if they had any more additions to the stakeholder list for Focus Group invitations and if there are any more groups we should take a meeting to. Amy Richards and Shelley Austin had some recommendations and those were added to the list and sent invitations.

12 out of 17 members of BRC completed the survey for Assignment #1 (missing Michael Cavallaro, Corey Falls, George Pelch, Richard Schaefer, Rick Smith).

Survey Responses
Fair=1 Good=5 Great=5
All were able to find the BRC Web site, visit news page, find various sections, and document repository. Comments included:

- Issues with having to click through too many pages; our response was a revised site.
- Suggested to make focus group list organization alphabetical; we reorganized list.
- Additional names of invitees were provided for focus group sessions; we sent invitations.
- There were positive comments on Tammy’s JPR interview.
- There were positive comments on the “easy step-by-step directions” for the BRC action items.
- There were positive comments on the quality of organization of the BRC website.
Sandra Marks leaves a legacy for the Central Point Library

Contact: Shelley Austin, Jackson County Library Foundation, Executive Director
Shelley@jclf.org
541.774.6572

December 2, 2015

Medford, OR – The Jackson County Library Foundation is pleased to announce the receipt of a significant bequest of over $200,000 from Mrs. Sandra Marks, which is specified for the benefit of the Central Point Library. Monies raised by or donated to the Library Foundation generally support the library system above and beyond the constraints of a tax-based budget.
A long-time resident of Central Point, Mrs. Marks’ donation to her home library branch is a significant boost to the Jackson County Library District’s third most-busy library. Central Point Library Branch Manager, Leigh Blair, was so excited when she heard the news, she literally had to sit down. “The Central Point Library is deeply grateful to receive this generous gift from a wise and caring individual. We are thrilled to consider the many possibilities for the benefit of library patrons for many years to come.”

Statistics indicate that the Central Point Library’s circulation is up by 3% over last year, with 757 new card holders using the library. The average monthly circulation volume is 10,000 items – circulation is over 128,000 items a year. Story times are ever popular: in Central Point over 778 kids accompanied by 259 adults attended, and another 1,108 attended Babies and Wobblers’ story times. To help with all this activity, volunteers logged 1,043 hours of service.

Monica Weyhe, Jackson County Library District Board President says, “We are very pleased and grateful for this donation and want to make the best use of it for our current and future Central Point patrons, including my family. We will consider our wishes, hopes and dreams for the Central Point Library together with what we learn from and about the Central Point community throughout our Strategic Planning process this year. It is premature to guess what the decision will be about what we may actually purchase at this point, though we very much look forward to that decision process in the near future.”

Tammy Westergard, JCLS Library Director adds, “Monica's sentiments echo mine!”

Sandra Marks was a private person. Though the Foundation Board and staff didn’t know her personally, the many who did commented on her kindness and generosity. She was a retired nurse, and worked with several organizations as a volunteer throughout her career and during her retirement. She was especially involved with SMART (Start Making a Reader Today) and volunteered at the Mae Richardson Elementary School in Central Point for 10 years. SMART engages community volunteers to read one-on-one with Pre-K through third-grade children who need reading support. Participating children also receive new books each month to keep and read with their families.
Clearly Sandra loved reading and sought opportunities for children to access materials and to learn from books. Her gift in support of the Central Point Library will help make children’s books, programs and services all the more available, in addition to allowing the Central Point Branch to achieve some of its other goals.

The Library Foundation is one of 10 recipients of Mrs. Marks retirement funds and estate – and since Foundation staff didn’t know her or converse with her about the bequest, it came as a surprise. If you are among those who did know Mrs. Marks, please post a note about her on the Jackson County Library Foundation’s Facebook page. Your stories will help piece together a profile of such a kind and thoughtful woman.

Donations to the Library Foundation support the mission of achieving excellence in Jackson County libraries, programs, services and facilities. The Foundation receives donations, bequests, estates, manages funds, and conducts annual campaigns to raise money for programs and special purposes – all for the benefit of Jackson County Library Services.

For more information about the Foundation and our activities, please visit the Library Foundation's web site at www.jclf.org.

For information about branch services and hours, see Jackson County Library Services web site at www.jcls.org.

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