

## MINUTES

### ATTENDEES

Present at the meeting were Board Members Maureen Swift (President), Susan Kiefer (Vice President), Carol Doty, Jill Turner, Monica Weyhe; and George Prokop (Assessment Project Team)

### CALL TO ORDER

President Maureen Swift called the meeting to order at 9:00 a.m.

### JCLS Performance Review and Quality Assessment – Preliminary Findings Report

Weyhe, as co-chair of the Project Team working with library consultant Ruth Metz on the assessment, reminded the Board members that this was an initial review and the draft document given to them for this meeting would need to be returned to Metz at the close of the Study Session.

Metz spent the next few hours walking the Board through her draft report. She began by outlining the project timeline; reiterating the expectations of the District as presented in JCLD's Request for Proposals (RFP); and emphasizing that the report she was providing and briefing the Board on today was an initial report only. She noted, too, that some of the District's expected deliverables as specified in the RFP were not included in the preliminary draft but would be included in her final report.

Metz then went on to describe the Standards for Oregon Public Libraries, generally known as the OLA Standards, as a great set of goals and still very new having just been revised in 2015. She then took some time to compare those standards with where she sees Jackson County Library Services currently. She advised the Board to use the standards as a measurement of excellence, while reminding the Board on how recently the Board itself had also been created. She encouraged the Board to reference these standards when working with LS&S in developing more specific deliverables because, in her view, the District's contract with LS&S appears to be generic and weak on deliverables. Moving forward, Metz stated it would be in everyone's best interest to put more "teeth" or specificity into the contract, particularly with respect to deliverables, and to use the report she will provide in November as a guide.

After reviewing the balance of her preliminary report with Board, fielding questions along the way, Metz commended the Board on the high level of goals identified in their Strategic Plan and gave kudos to staff, particularly the veteran staff members, who have experienced many changes and have remained dedicated. She also shared how impressed community members are with the Board and encouraged them to continue networking with the Foundation, Friends of the Libraries, and other stakeholder groups. Metz then offered some different scenarios for moving forward, using a fork and knife diagram with parallel paths as a model, but reminded everyone that the scenarios could change depending on how the rest of the review goes.

Swift called for a lunch break at 11:35 a.m., reconvening at 12:20 p.m.

During the balance of the meeting, Metz facilitated a discussion about what the final report might look like, ultimately gaining a consensus from Board members' on the framework. Prokop touched on the importance of having a dashboard of performance metrics to help the District understand what the priorities are and to provide direction for decision making and resource allocation.

In closing, Metz again commended the Board for the hard work they had begun; for taking on responsibilities that many Districts don't ever have to deal with; and for continuing at such a high level of energy despite some tough challenges.

### ADJOURN

Swift adjourned the study session at 12:55 p.m.