

MINUTES

ATTENDEES

Present at the meeting were Board Members Susan Kiefer (Board President), George Prokop (Vice President), Jill Turner, Cathy Shaw, Carol Doty, Mark Bartholomew (Attorney), Lisa Marston (Executive Administrator), Jamar Rahming (Library Director), Laura Kimberly (Medford Branch Manager), Marian Barker (Staff), Susan Bloom (Staff), Todd Frager (LS&S COO/CFO), Dana Braccia (LS&S Vice President, Operations), Ruth Metz (Ruth Metz Consultants).

CALL TO ORDER

President Susan Kiefer called the meeting to order at 9:34 a.m.

INTRODUCTIONS AND PROCLAMATIONS

Kiefer introduced Ruth Metz, Ruth Metz Consultants, Todd Frager, LS&S COO/CFO, Dana Braccia, LS&S Vice President, Operations, Charlene & Paul Prinsen (Charlene is the Eagle Point Branch Librarian), Kristin Anderson, Ashland Branch Manager.

CONSENT AGENDA

MOTION: Turner moved to approve the minutes from July 13, 2017 and the JCLD Financial Report. Shaw seconded the motion. The motion was approved unanimously.

ORAL REQUESTS AND COMMUNICATIONS FROM THE AUDIENCE

There were no comments from the public.

REPORTS AND PRESENTATIONS

Library Management's Recommended Service Priorities – Hot Spots

Rahming provided a presentation to the Rotary Club of Medford regarding Comic Con 2017 and they have expressed interest in partnering with JCLS for the 2018 Comic Con. Many of the members are downtown business owners and they recognize the economic vitality this event brings to the region.

Rahming and Bloom responded to costs and signal strength questions with Rahming explaining that funds were still available from this year and Verizon has presented a couple opportunities that he wants to take advantage of. Rahming added that the program is still in the initial stages citing that policies needed to still be developed and filters would need to be included. He used children accessing the Hotspot to view potentially inappropriate material as an example of filter needs. There will not be any costs to the patrons as all funding will be provided through current funds. Bloom explained that as they get closer to providing this service that JCLS will receive some test equipment that the Information Technology associates would be going out to the rural locations to test accessibility and provide input on equipment needed to boost signal strength adding that antennas and other equipment can be used toward that effort but also cautioned that due to the geography of the region some areas may still experience connectivity issues. Prokop asked that due to the amount of work involved was there a plan in place that would help guide them towards the January 2018 goal to which Bloom stated that once the Digital Learning associate is onboard the Hotspot Program planning will pick up speed and that this is still just the initial phase of getting that program started.

NEW BUSINESS

Working Agreements

Kiefer reminded the Board Members of the Working Agreements document that was developed through planning and work sessions in 2016 with Metz. It is a list of board meeting rules that the Board Members need to adhere to and Kiefer stated she would be enforcing them to allow everyone to be heard without interruption and to keep the Board on task by minimizing side bar conversations and above all to be respectful to each other. A large poster board was provided and placed in the front of the room as a reminder to all.

OLD BUSINESS AND UPDATES

Medford Comic Con Staffing

Kimberly began by first addressing the information that Prokop had asked for at the previous Regular Board Meeting regarding connecting the Comic Con activities and costs associated with that to the Strategic Plan.

Shaw asked if there were statistics available on the number of patrons that received library cards during the 2017 Comic Con to which Kimberly answered that they do not; however, she did detail how patron information and demographics will be tracked in the future to provide better statistical data.

MOTION: Turner moved to approve the 2018 Medford Comic Con Staffing Budget amount of \$16,200. Shaw seconded the motion. Doty recommended that the \$16,200 be taken from the Strategic Plan line out of the 2017-2018 JCLD Adopted Budget. Prokop was very supportive of current plan but also stated that he would like to see some numerical goals set in place and that he would like Kimberly's Comic Con Team to determine what those goals should be and ensure that the activities and metrics are being driven toward those goals. Kimberly was very agreeable to the recommendation. The motion was approved unanimously.

REPORTS AND PRESENTATIONS (continued)

Jackson County Library Foundation Report

Kiefer explained that the Foundation Report had been submitted a bit late, but wanted to highlight to JCLD Board Members that the Foundation is being completely rejuvenated which she finds as a Board Member very gratifying. Kiefer explained that much progress is being made within the Foundation and that there are some things that the District and Foundation would soon need to discuss and floated the idea that during the JCLD Retreat to follow the Regular Board Meeting, the Board Members could discuss a plan to communicate with the Foundation. Turner wanted to also add a "kudo's" to Amy Drake, JCLF Executive Director for adding the Foundation Report to the JCLD Board Meeting Agenda.

OLD BUSINESS AND UPDATES (continued)

Lindberg Estate – Southern Oregon Relocation Specialists (SORS) Proposal

Shaw explained what the status of the contents of the property was and explained that the proposal from SORS did not include the oil tank or asbestos furnace and advised that the house be sold as is to avoid the additional costs associated with removing and disposing of both pieces of equipment. Removal of the oil tank she stated could run approximately \$1,500.00 and the asbestos furnace due to its location in the basement could easily be isolated. She reminded the Board of Turner's previous recommendation that once the District was ready to put the house up for sale that a sealed bid process be used and while acknowledging that not everyone involved would be happy about the sealed bid process, she was confident that since the proceeds will go directly to the Ashland Public Library, it will be an acceptable arrangement.

Bartholomew provided his own edits to the SORS proposal to clarify incidental things like cleaning of the appliances and removing the furniture that can be moved.

COMMITTEE AND BOARD MEMBER REPORTS

There were no committee reports

Adjourn

Kiefer adjourned the meeting at 10:32 a.m.

/s/ Donovan Edwards

Recording Secretary