

Josephine Community Library District
Regular Board Meeting Minutes
Wednesday, June 21, 2023, at 5:30 pm
Grants Pass branch, 200 NW C Street, Grants Pass, OR 97526

Members present: Gina Marie Agosta, Pat Fahey, Brenda Aguilera

Members absent: Rachele Selvig, Laurel Samson

Newly electeds present: Tina Gotchall

Staff present: Library Director Kate Lasky, Communications & Partnership Manager Brandace Rojo, Technical Services Manager Nolen Guerrero, Associate Director Michelle Rosenberger, Business Manager Shannon Hauberg, Operations Manager Kirsten Edwards

Contractors: Grants Administrator Teresa Stover

Partners: Josephine Community Library Foundation liaison Doug Walk, Josephine Community Library Foundation Executive Director Rebecca Stoltz,

CALL TO ORDER. Ms. Agosta called the meeting to order at 5:32 pm.

STANDING ITEMS

Approval of agenda. No changes were made to the agenda.

Approval of consent agenda. Consent agenda items included:

- May 17 minutes, with corrections to remove Shannon and Kayla from being present.
- Resolution 2023-035: Policy 3-3-6

Motion: Mr. Fahey moved to approve the consent agenda. Ms. Aguilera seconded. The motion passed unanimously.

Public comment.

Dave Blalok made a comment opposing LGBTQ+ materials in the teen area of the Illinois Valley branch. He expressed his appreciation for the staff and volunteers at the IV branch. He has been a volunteer at the IV branch. He believes that sexually explicit materials are pornography. He doesn't agree that young teens should be able to check these materials out.

Steve Chroninger commented that this library system is and always has operated up to public library standards. He does not agree that an LGBTQ+ display is political. He feels that nothing that is true is political.

Correspondence. Correspondence was received by Steve Chroninger.

Annexation petition review. The board of directors reviewed an annexation petition from Joanna Marie Gavlik and Jeffrey R Gavlik.

Motion: Mr. Fahey moved to endorse an annexation petition from Joanna Marie Gavlik and Jeffrey R Gavlik. Ms. Aguilera seconded. The motion passed unanimously.

STAFF REPORTS

Library director's report. Ms. Lasky referred to the Library Director's Report dated June 21, 2023, highlighting the following items:

- Ms. Lasky is requesting new hours at the Williams branch in anticipation of the new building on Fridays from 11–4 to 11–6.

Motion: Mr. Fahey moved to approve an increase in operating hours at the Williams branch on Fridays from 11–4 to 11–6. Ms. Aguilera seconded. The motion passed unanimously.

- Ms. Lasky and board members revisited a conversation about a 5% COLA increase for staff beginning the first full July payroll.

Motion: Mr. Fahey moved to approve a 5% COLA increase for library staff beginning the first July payroll. Ms. Aguilera seconded. The motion passed unanimously.

- On July 22, the library foundation and library district are hosting a community celebration from 10 am–12pm at the new Grants Pass property.
- Ms. Lasky explained the public's right to redress items in the library and shared a request for reconsideration that was submitted in May. It was regarding a display that had not been implemented, so the request was declined.
- The interlibrary loan program has been a huge success with over 280 items borrowed from other West Coast libraries over the past year.
- An FCC grant was awarded to hire a full-time person to help with the Affordable Connectivity Program. This grant was received in partnership with Josephine County.
- A new volunteer coordinator has been hired and will begin on July 10.

Financial report. Ms. Lasky reviewed the June 2023 Financial Statement memo dated June 21, 2023. She also referred to the Profit & Loss Budget vs. Actual–General Fund statement through June 21, 2023, the P&L statement for Enhanced Library Services (grants) through May 2023, the P&L statement for Special Funds as of May 2023, and the Balance Sheet as of May 31, 2023.

Grants Administration. Ms. Stover reported on the status of library district grants referring to the grant update memo dated June 21, 2023.

Budget Officer's Report. Ms. Lasky shared highlights from her report.

ACTION ITEMS

First reading: Policy 3-2-5 Library Programs and Displays.

The policy is newly developed to clarify the selection criteria for library programs and displays.

First reading: Policy 2-7 Surplus Property.

The Surplus Property Policy is revised to allow for more flexibility in donating an item to local nonprofit as well as another library, giving the two types of organizations an equal value.

First reading: Policy 5-4 Volunteer Position/Time Commitment.

Revisions address teen volunteers to clarify they must volunteer to work independent of regular parental oversight for the ease of operations. A suggested maximum of 15 hours of work per week for a single volunteer is written into this policy.

First reading: Policy 5-7 Volunteer Conduct and Termination.

This policy was revised to align with personnel policies.

BOARD MEMBER REPORTS

Library Foundation liaison report. Mr. Walker shared that a little over \$20,000 has been raised towards the Spring Drive.

Grants have been awarded from Roundhouse Foundation and Oregon Community Foundation towards the Grants Pass new property purchase.

The purchase of a new property in downtown Grants Pass will be finalized on June 30.

Facilities Oversight Task Force. Groundbreaking at the new Williams branch will take place at the beginning of July.

Some challenges came up regarding the Illinois Valley branch renovation. Cave Junction Planning Commission requires another three parking spots. The architects at ZCS have come up with a way to incorporate those spots without having to remove any trees from the property.

Building permits have been approved for the Williams branch.

Annexation petition review. Martin Zottola attended the board meeting to request endorsement of his petition to annex his property into the library district. The board of directors reviewed an annexation petition from Martin Zottola.

Motion: Mr. Fahey moved to endorse an annexation petition from Martin Zottola. Ms. Aguilera seconded. The motion passed unanimously.

ANNOUNCEMENTS

Comments from board members. The board shared their farewell to Brenda Aguilera and thanked her for her service on the board. The board welcomed incoming Board Member Tina Gotchall. Mr. Fahey thanked the public who attended and participated in the meeting.

Date and agenda items for next meeting.

The next regular board meeting will be at 5:30 pm on Wednesday, July 19.

ADJOURNMENT

The meeting adjourned at 6:40 pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Brandace Rojo". The signature is written in a cursive style with a large initial "B" and a long, sweeping tail.

Brandace Rojo for Board Secretary Kate Lasky
Josephine Community Library District