



SJVLS Administrative Council Meeting April 19, 2019

Minutes

A. COUNCIL OPENING

Council members present: Natalie Rencher (Kings), Amy Taylor (Merced), Vikki Cervantes (Porterville), Darla Wegener (Tulare Co.), Raman Bath (Fresno), Heidi Clark (Tulare), Mark Lewis (Kern), and Alberto Martinez (Fresno)

Council members absent: Andie Sullivan (Kern), Janet Chase Williams (Mariposa), Patrick Fitzgerald (Madera), and Mary Leal (Coalinga/Huron).

Staff present: Karen Coletti (Fresno), Jeanne Christiansen (Fresno), Kevin Nelson (Fresno), and Mary Ellen Tyckoson (Fresno)

Others present: None.

1. Call to order: Opened by Heidi Clark (Tulare) at 10:10 AM.

2. Introductions: None.

3. Adoption of Agenda: Motion to approve the agenda Cervantes (Porterville): Second Lewis (Kern).

4. Public Comment. None

B. CONSENT AGENDA

1. Approval: Draft Minutes of March 8, 2019 Administrative Council Meeting.

Motion to Approve: Cervantes (Porterville): **Second: Bath (Fresno)**

C. ITEMS FOR INFORMATION/ACTION

1. Financial Updates- Christiansen

a. Budget Highlights & Narrative

- Seeking to approve \$4,321,359.
- Started development of Disaster and Technology Replacement Plans. Continuing work groups during next fiscal year.
- SJVLS move Re-budgeted due to delays of \$70,000. Equipment /Other \$50,000 and Data drop/public works \$20,000.
- Budget the increase in contracted administrative and budget services \$155,737.
- Continued program PLSEP.
- Cataloging increased due to price increase for OCLC.
- Online Materials.
- Telecommunications.
- Staff Development Budget.
- CLSA

b. Discussion/Approval: Training Budget Commitment

- The recommendation use of four years cumulative savings to invest in staff.
- Recommendation: Service Plan details by the key types
- Discussion on training options for non-librarians to be determined by Alberto, Administrator and Admin Council.

c. Discussion/Approval: CLSA Allocation & Budget

- 2016/17 was in the initial year of pilot additional funding \$115,562, and then funding continued at the same levels. We created cost center 9625-0301 to capture the excess CLSA funding outside of existing operations and delivery
- State approved the shift in operational expenditure from Telecommunications to Digital initiatives and supplies.

d. Recommended Budget for Approval \$4,321,359

- Recommended budget for board approval / Jeannie went through 2019-2020. Motion to Approve with Change to Membership Fees. Cervantes (Porterville) Second: Bath (Fresno).

2. Seek approval – Approved and authorized Chairman to execute second amendment to amended CLSA Budget Detail Amendment for current year \$40,000 – Martinez

a. Status update on March 8 approval for supplies and Digital Initiatives

The Admin Council discussed recommended budget. Vikki and Natalie would like to review more on goals and fund balance. Jeannie discussed a decrease of \$7,000 coming from prior year savings. All of the systems need to benefit from this.

b. Short term strategy for funding multiple year Capital Outlay & Digital contracted services.

Confirmed today Web Development and E-resource. Telecommunication for switches, \$47,000.

3. RFQ Update – Martinez

Alberto is a bit worried about getting things submitted. Raman, Heidi and Darla are volunteered to review proposals. Closing date is on 26th. Alberto will send switches email by end of the day.

D. CALENDAR ITEMS

a. Date and Place of next Council Meeting: Friday, May 10, 2019 – Fresno County Library Fowler Branch.

ADJOURNMENT at 11:32 AM.