



## **SAN JOAQUIN VALLEY LIBRARY SYSTEM**

ADMINISTRATIVE HEADQUARTERS  
2420 Mariposa Street, Fresno, CA 93721

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# **SJVLS Administrative Council Agenda Packet January 17,2020**

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### **TO THE PUBLIC:**

**ENCLOSED ARE THE AGENDA AND  
PREPARED ATTACHMENTS FOR THIS MEETING.**

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## **SAN JOAQUIN VALLEY LIBRARY SYSTEM**

ADMINISTRATIVE HEADQUARTERS  
2420 Mariposa Street, Fresno, CA 93721

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### **Meeting Announcement**

#### **San Joaquin Valley Library System Administrative Council**

Friday, January 17, 2020

Time: 10:00 a.m.

Fresno County Public Library – Woodward Park Regional Library  
944 E Perrin Avenue  
Fresno, CA 93720.  
(559) 600-3135

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## **AGENDA**

### **A. COUNCIL OPENING**

- 1. Call to Order**
- 2. Introductions**
- 3. Adoption of Agenda**
- 4. Public Comment**

Public comment on any items relative to SJVLS and not on the agenda.

### **B. CONSENT AGENDA**

- 1. Approval: Draft Minutes of November 8, 2019 Administrative Council Meeting.**  
Attachment 1
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### **C. ITEMS FOR INFORMATION/ACTION**

- 1. Financial Updates – Christiansen**
  - a. Status Update-Financial Reports (Attachment 2 & 2a)
  - b. Status Update – CLSA Report (Attachment 3)
  - c. Status Update – Online Materials (Attachment 4)
  - d. Status Update - Tech Reserve -December 31, 2019 (Attachment 5)
  - e. Status Update - Unearned Grant Report (Attachment 6)
- 2. Discussion and Approval: Draft Budget FY 2020-20201–Christiansen**  
(Attachment 7 & 7a)
- 3. Discussion and Approval: CLSA Funding Strategies Current and Upcoming Year –Gomez**  
(Attachment 8)
  - a. Amendment to existing CLSA Funding: Omeka project vs. Self-Registered E-cards
  - b. Future planning

4. **CIPA Compliance and Policy Review**– Gomez
5. **Discussion: CENIC Upgrades Bids and Deadlines** – Nelson
6. **Presentation & Discussion: Ed Technology Grants & Other** – Goodman, Sutherland
7. **Presentation & Discussion:** Joseph R Matthews Organizational Restructuring Consultant Agreement– Block, Matthews
8. **Status Update and Discussion: SJVLS Administrator Candidates** – ALL

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#### **D. STAFF REPORTS**

1. **Chair.**
2. **State Library.**
3. **System Administrator.**
4. **Library Program Manager – written report**
5. **Senior Network System Engineer.**

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#### **E. DIRECTOR COMMENTS**

Council members have the opportunity to share items relating to collaboration, innovation and professional development of interest to the council.

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#### **F. CALENDAR ITEMS**

- a. Date and place of next Council Meeting:

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#### **G. ADJOURNMENT**

Adjourn the Meeting.

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**SJVLs Administrative Council Meeting  
November 8<sup>th</sup>, 2019  
Draft  
Minutes**

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**1. COUNCIL OPENING**

**Council members present:** Mark Lewis (Kern), Amy Taylor (Merced), Darla Wegener (Tulare Co.), Raman Bath (Fresno), Heidi Clark (Tulare), Vikki Cervantes (Porterville), Mary Leal (Coalinga), Janet Chase Williams, (Mariposa) and Alberto Martinez (Fresno).

**Council members absent:** Patrick Fitzgerald (Madera), Vikki Cervantes (Porterville), and Natalie Rencher (Kings).

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

**Others present:** None

**a. Call to order:** Opened by Janet Chase Williams at 10:02 AM.

**b. Introductions:** Staff and Directors introduced themselves around the table.

**c. Adoption of Agenda:** Motion to approve the agenda with adoption of additions on 3) f. and g. Leal (Huron/Coalinga); Second: Lewis (Kern).

**d. Public Comment. None**

**2. CONSENT AGENDA**

**a. Approval: Draft Minutes of September 13, 2019 Administrative Council Meeting.**

Motion to Approve with correction under Council member present Heidi Clark and 3b: Taylor (Merced); Second: Lewis (Kern)

**3. Financial Updates Christiansen**

**a. Financial Status Christiansen**

- FY 2019/20 as of October 31, 2019, the financial reported expenses are \$847,570.12 and increase of \$112,413,36 from September 2019. Overall underspent by 14%.
- Outstanding receivable members pending invoice on actual costs to telecommunication will be lower than budgeted due to other funding offsets; e-rate, CLSA and grants.
- Membership Fees, postage and SmartNet HQ. Billed on 8/15 \$1,705,204.00 with a current outstanding balance of \$48,950.
- Electronic Resources paid in full, Coalinga, Fresno, and Mariposa.
- Fortinet Maintenance Billings \$31,000.
- Telco Invoices due January 2020, pending any delay in Califa billing and e-rate reports. Telco prior year settlement invoices are anticipated in February 2020. Still working on the FY 2017-18 E rate reconciliation and review with new ERate Consultant company.

**b. CLSA Report – Christiansen**

- FY 19-20 Total expenses today \$36,039.21 with an allocation \$240,074.00.
- Alberto sending RFP for Resource sharing of Zipbooks, Link+depository for review

and will discuss at January meeting.

**c. Online Materials**

- Total Funding Sources: Membership grand total \$148,100
- Funding Source: CLSA \$53,534
- Total funding sources \$201,634
- Nathen will be putting an RFP out and will lead decision making with EBSCO.

**d. Grant Summary and Benefits**

- System switches and routers. Seek in this fiscal year to address outdated switches in the SJVLs System. Over the last three years the multiple system grants have funded switches and router allowable under CVIN, Year 2 and year 3.
- There are total of 156 switches and 87 routers. Routine Maintenance in coming years.
- Jeannie went over the explanation of the today's cost.

**e. Tech Reserve @ October 31, 2019**

- Summary report highlights FY 2019/20 Ending.
- July 31, 2019 Balance \$2,617,031 available cash \$2,059,671.
- August 31, 2019 Balance \$2,662,801 Available cash \$2,109,671.
- September 30, 2019 Balance \$3,025,714 Available cash \$2,184,600.
- October 31, 2019 Balance \$2,160,888 Available cash \$2,145,771
- Available Cash stated after anticipated decrease.
- Tech Reserves charges YTD \$100,462.

**f. Discussion**

- FY 2020-21 Prelim Budget Discussion. Jeannie gave a handout on a few highlights and to seek direction on the Strategic Goals assigned to the Fiscal Manager. She provided budget prelim estimates and membership rates that increased by 7% due to continued support operational costs between 73-75%. Council discussed and referred Jeannie to discuss with Vikki because she has the most history and experience. She will discuss individual with each member after researching with Vikki.

**g. Seeking to Amend to add routers**

- Discussion on Tech Infrastructure. Jeannie requested everyone to look over plan completely. Routers and switches progress will begin this year to switch 12-17 years old. Two sources are CLSA and System Fund Balance.
- We will also need to return to Board for approval of any amendments.

**4. Seek Discussion & Approval**

**a. Approval to contract Joseph R. Matthews & Carson Block for the Organizational Restructuring**

**Consultant RFP - Alberto**

- Seeking approval to contract Joseph R. Matthews & Carson Block for the organizational restructuring consultant RFP. Motions to approve Wegener (Tulare

County) Second: Clark (Tulare Public).

**b. Approval to publish E – resources RFQ**

- 

**c. Approval to purchase SMS messaging service from SirsiDynix -Mary Ellen**

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**d. Approval to release the RFP for telecommunication svcs for non-CENIC locations**

- 

**e. Three State Library funding opportunities – Mary Leal**

**5. Reports**

**a. SJVLs Admin – Alberto**

- Working on finishing up projects before leaving.

**b. Library Program Manager – Mary Ellen**

- Reported on the new live Syndetics Unbound.

**c. Senior Network Systems Engineer – Kevin**

**d. State Library**

- No Report

**6. Calendar Items**

Woodward Park, January 17<sup>th</sup>, 2020 at 10:00 PM. Location: 944 Perrin, Fresno, CA 93727

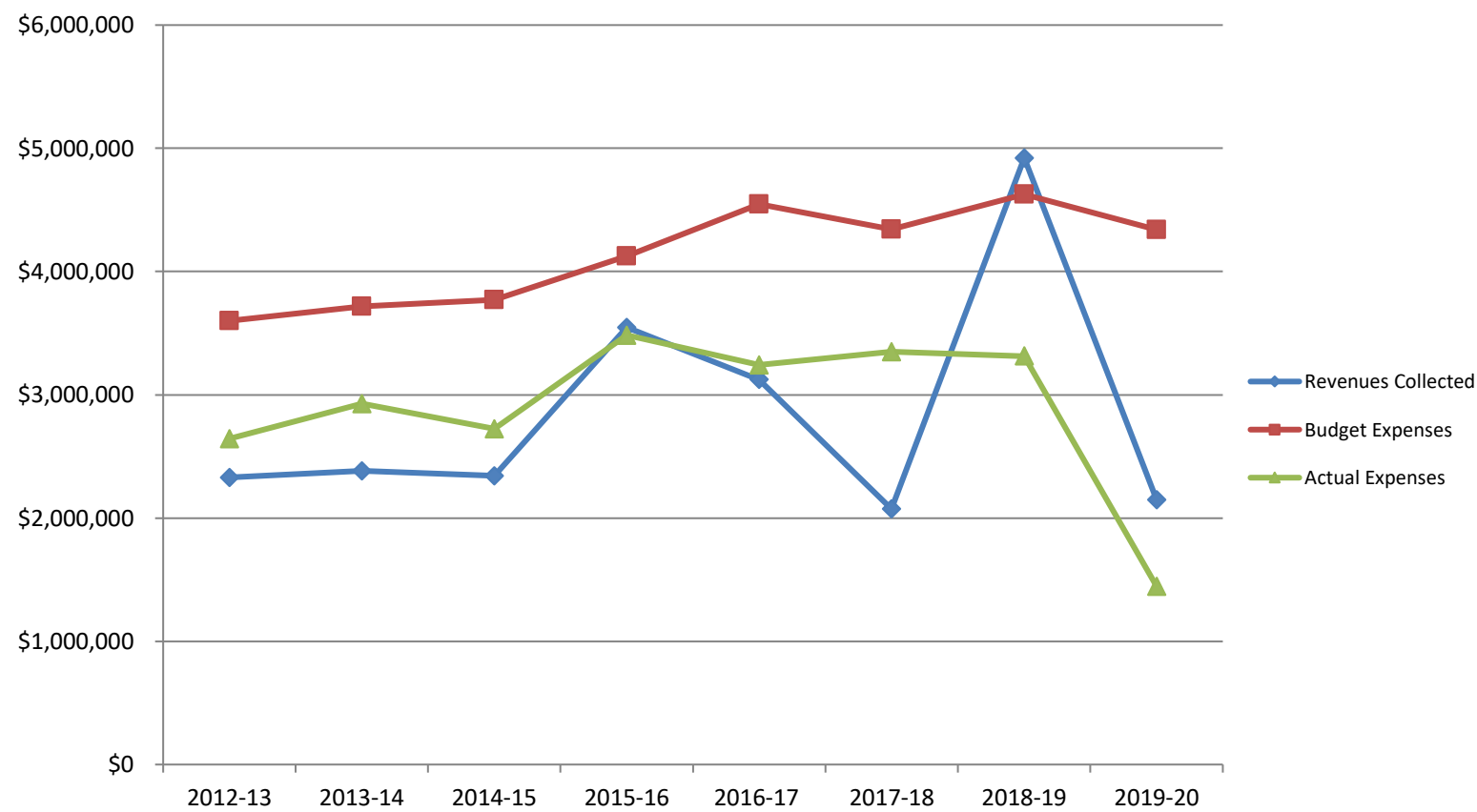
**7. Adjournment**

Adjourned 11:50

**ADJOURNMENT at 11:51 AM.**

**San Joaquin Valley Library System  
Revenue and Expenses Trends - Annual  
December 31, 2019  
Fiscal Year 2019-20**

Fiscal Year	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20
<b>Tech Reserve Available Balance</b>	\$2,252,709	\$2,375,706	\$2,394,036	\$2,357,575	\$2,589,868	\$2,473,397	\$2,676,754	\$3,059,605 *
<b>Revenues Collected</b>	\$2,329,938	\$2,381,982	\$2,342,231	\$3,545,992	\$3,123,740	\$2,074,018	\$4,922,374	\$2,148,777
<b>Budget Expenses</b>	\$3,600,337	\$3,716,067	\$3,770,409	\$4,126,021	\$4,545,929	\$4,343,965	\$4,626,402	\$4,339,757
<b>Actual Expenses</b>	\$2,643,924	\$2,926,690	\$2,725,107	\$3,484,128	\$3,243,758	\$3,349,110	\$3,314,188	\$1,446,290
<b>% of Actual to Budget</b>	73%	79%	72%	84%	71%	77%	72%	33%
<b>\$ Unspent</b>	\$956,413	\$789,377	\$1,045,302	\$641,893	\$1,302,171	\$994,855	\$1,312,214	\$2,893,467
<b>% Unspent</b>	27%	21%	28%	16%	29%	23%	28%	67%
	100%	100%	100%	100%	100%	100%	100%	100%



\* Includes a charge for \$ 22, 041.67 that post 1/2/20.

# Financial Position Report

## Appropriations, Revenue and Net Fund Balance

### For the Quarter Ending December 31, 2019

Account #	Category Description	Adopted Appropriations	Adjusted Appropriations as of 7-31-19	Total Expended (Includes CY Encumb)	FY2019-20 Encumb	% Spent	Benchmark
6000	Salaries & Benefits		\$0			0%	50%
7000	Services & Supplies	\$4,339,757	\$4,339,757	\$1,446,290		33%	50%
7800	Other Charges		\$0			0%	50%
7295	SJVLS Professional Services		\$0			0%	50%
8000	General Fixed Assets		\$0			0%	50%
	Total Appropriations	\$4,339,757	\$4,339,757	\$1,446,290	\$0	33%	50%

Sum of Pivot Tables Financials \$ 4,339,757.00 \$ 4,339,757.00 \$1,446,290 \$ 2,893,466.76 Unspent

Variance - - \$0

Account #	Account Description	Adopted Revenues	Adjusted Revenues as of 7-31-18	Revenues	Deferred Revenues	% Collected	Benchmark
5040	Other--Overdue Notices (Charges for Services)	\$40,000	\$40,000			0%	50%
5039	SJVLS Tech Reserve Charges	\$1,444,948	\$1,444,948	\$168,832		12%	50%
3380	Interest Tech Reserve Fund	\$70,000	\$70,000	\$41,211		59%	50%
5800	Miscellaneous Revenue			\$128		100%	50%
5501	Telephone Services					0%	50%
5504	Telephone Services-Non County					0%	50%
4375	Grant-1 individual from Kern.	\$5,000	\$5,000	\$27,359		547%	50%
4841	SJVLS Member Contributions	\$1,662,904	\$1,662,904	\$1,662,904		100%	50%
3575	CLSA, CVIN, Y2B, CLSA add. Funding	\$373,550	\$373,550	\$248,343		66%	50%
	Total Revenues	\$3,596,402	\$3,596,402	\$2,148,777	\$0	60%	50%

Sum of Pivot Tables Financials \$3,596,402 \$3,596,402 \$2,148,777  
Variance 0 0 0.00

Fund Balance 4835 Agency Fund: Increase to Cash in Fund (-)	\$743,355	\$743,355	-\$702,486	\$0
Decrease Cash in Fund (+)				

Benchmark		# of PPs	# of Mos.
		13	6

Financial Comments:

Computer Ops (0130) will always be underspent by the amount SJVLS projects i





## Outstanding Invoice Summary

		Invoiced Amount		Payments Received		Remaining Balance	
Coalinga	Fortinet Membership	\$	3,100.00	\$	3,100.00	\$	- 9/17/2019
Fresno	Fortinet Membership	\$	3,100.00	\$	3,100.00	\$	- 9/16/2019
Tulare Public	Fortinet Membership	\$	3,100.00	\$	3,100.00	\$	- 9/19/2019
Tulare County	Fortinet Membership	\$	3,100.00	\$	3,100.00	\$	- 9/4/2019
Madera County	Fortinet Membership	\$	3,100.00	\$	3,100.00	\$	- 10/29/2019
Merced	Fortinet Membership	\$	3,100.00	\$	3,100.00	\$	- 9/4/2019
Porterville	Fortinet Membership	\$	3,100.00			\$	3,100.00
Kern	Fortinet Membership	\$	3,100.00	\$	3,100.00	\$	- 9/24/2019
Kings	Fortinet Membership	\$	3,100.00	\$	3,100.00	\$	- 9/30/2019
Mariposa	Fortinet Membership	\$	3,100.00	\$	3,100.00	\$	- 9/10/2019
		\$	-	\$	-	\$	31,000.00
Coalinga	Horizon Upgrade	\$	1,743.00	\$	1,743.00	\$	- 9/24/2019
Fresno	Horizon Upgrade	\$	74,929.00	\$	74,929.00	\$	- 9/6/2019
Tulare Public	Horizon Upgrade	\$	4,833.00	\$	4,833.00	\$	- 10/9/2019
Tulare County	Horizon Upgrade	\$	15,909.00	\$	15,909.00	\$	- 9/24/2019
Madera County	Horizon Upgrade	\$	7,087.00			\$	7,087.00
Merced	Horizon Upgrade	\$	9,101.00			\$	9,101.00
Porterville	Horizon Upgrade	\$	4,638.00			\$	4,638.00
Kern	Horizon Upgrade	\$	32,566.00			\$	32,566.00
Kings	Horizon Upgrade	\$	6,766.00			\$	6,766.00
Mariposa	Horizon Upgrade	\$	2,429.00			\$	2,429.00
		\$	-	\$	-	\$	160,001.00
						\$	97,414.00
						\$	62,587.00

## Outstanding Invoice Summary

		Invoiced Amount	Payments Received	Remaining Balance	
Coalinga	Nimble Storage Project	\$ 2,178.00		\$ 2,178.00	
Fresno	Nimble Storage Project	\$ 93,662.00	\$ 93,662.00	\$ -	10/30/2019
Tulare Public	Nimble Storage Project	\$ 6,041.00	\$ 6,041.00	\$ -	9/10/2019
Tulare County	Nimble Storage Project	\$ 19,886.00	\$ 19,886.00	\$ -	9/24/2019
Madera County	Nimble Storage Project	\$ 8,859.00		\$ 8,859.00	
Merced	Nimble Storage Project	\$ 11,376.00		\$ 11,376.00	
Porterville	Nimble Storage Project	\$ 5,798.00		\$ 5,798.00	
Kern	Nimble Storage Project	\$ 40,707.00		\$ 40,707.00	
Kings	Nimble Storage Project	\$ 8,457.00	\$ 8,457.00	\$ -	9/30/2019
Mariposa	Nimble Storage Project	\$ 3,036.00	\$ 3,036.00	\$ -	10/9/2019
		\$ -	\$ -	\$ 200,000.00	\$ 131,082.00 \$ 68,918.00
Coalinga	Telco	\$ 16,387.00		\$ 16,387.00	
Fresno	Telco	\$ 192,029.00	\$ 192,029.00	\$ -	12/27/2019
Tulare Public	Telco	\$ 257.00		\$ 257.00	
Tulare County	Telco	\$ 118,638.00		\$ 118,638.00	emailed 1/7/2020
Madera County	Telco	\$ 50,420.00		\$ 50,420.00	
Merced	Telco	\$ 87,247.00		\$ 87,247.00	
Porterville	Telco	\$ 2,339.00		\$ 2,339.00	
Kern	Telco	\$ 129,523.00		\$ 129,523.00	
Kings	Telco	\$ 43,421.00		\$ 43,421.00	
Mariposa	Telco	\$ 42,560.00		\$ 42,560.00	
		\$ -	\$ -	\$ 682,821.00	\$ 192,029.00 \$ 490,792.00

## **Financial Narrative Report-Christiansen**

January 17, 2020

### **Status Updates**

1. Financial Reports
  - a. FY 2019/20 As of December 31, 2019 Financial reported expenses are \$ 1,446,290.24 an increase of \$ 540,604.23 from November 2019, Overall expenses were under spent by 17% in comparison to the monthly benchmarks due to delays in Telecommunication charges, lower computer service project cost and labor savings. Revenues for the period ending December 31, 2019 totaled \$ 2,148,776.73.
2. Outstanding Receivable: Total Outstanding \$625,397
  - a. Billed FY 2019/20 Member Fees, Postage, and Smart Net totaling \$ 1,705,204 has been paid in full.
  - b. Billed Fortinet of \$ 31,000 has a current outstanding balance of \$ 3,100.
  - c. FY 2019/20 Electronic Resource has been paid in full:
    - Coalinga \$ 20,000
    - Fresno \$ 300,000
    - Mariposa \$ 5,000
  - d. Horizon Upgrade Build Contingency Reserve Deposit \$ 160,001 has a current outstanding balance of \$ 62,587.
  - e. Nimble Storage Project has been completed. Billed Reserve Estimates of \$ 200,000 has a current outstanding balance \$ 68,918.
  - f. FY 2019/20 Telco billed to Members of \$ 682,821 has a current outstanding balance of \$ 490.492.
3. CLSA Allocation-Status Update, see attachment 3
  - a. FY 2019/20 Total expenses to date were \$ 112,346.69 annual allocation of \$ 240,074.
4. LSTA Public Library Staff Education Program (PLSEP) MLS Funding Support
  - a. During the period ending December 31, 2019 submitted expenses totaled \$ 26,636.
  - b. SJVLS Administration cost for PLSEP total \$ 2,763 annually.
  - c. During FY 2019/20 there are 11 participants.
5. Transfer of Ownership Statements

Statements have been sent to the following Members:

  - July notices total \$ 6,612.73 to Madera and Fresno.
  - September notices total \$ 8,845.71 to Madera and Fresno.
  - October notices total \$ 968.05 to Fresno
  - November notices total \$ 7,848 Coalinga, Fresno, Kern, Madera and Merced.
  - December notices total \$ 18,640.23 Coalinga, Fresno, Porterville and Tulare Public.

6. Pre-paid Tech Reserve Report (Attachment 5)

July 2019 Balance	\$ 2,617,031	Available \$ 2,059,671
August 2019 Balance	\$ 2,662,801	Available \$ 2,109,671
September 2019 Balance	\$ 3,025,714	Available \$ 2,184,600
October 2019 Balance	\$ 3,160,888	Available \$ 2,145,771
November 2019 Balance	\$ 3,149,779	Available \$ 2,137,673
December 2019 Balance	\$ 3,059.605	Available \$ 2,081,927

Tech Reserve Charges for FY 2019/20 totaled \$ 248,430.91 and consist of Debt Collection-UMS, Postage and Computer Hardware.

**Admin Council Board Report**  
**CLSA Status Report**

Report Date 12/31/2019

State approved the transfer between line items

Operations Type	Budget	Total Expenses	Pending Expenses	Total Projected Expenses	Unspent	Comments
Delivery	159,540.00	76,222.25		76,222.25	83,317.75	billed quarterly
Maintenance –Annual Plan	3,000.00	-		-	3,000.00	Renews annually in April
E-Resources	30,564.00	10,863.72		10,863.72	19,700.28	pending selections
Resource Sharing (Zipbooks, Link+depository)	22,970.00	-		-	22,970.00	pending selections
Telecommunications Switches	24,000.00	25,260.72		25,260.72	(1,260.72)	pending
	-		-	-	-	
<b>Grand Total</b>	<b>240,074.00</b>	<b>112,346.69</b>	<b>-</b>	<b>112,346.69</b>	<b>127,727.31</b>	

Online Materials  
Financial Update  
Report Date

12/31/2019

**Funding Source: Membership**

Vendor	Budget Amount	Total Expenses	Unspent	Comments	Seek Direction
Ebooks Bibliotheca	20,500	2,698	17,802	Mary Ellen	
Pronunciator	31,000	28,000	3,000		
EBSCO	86,600	86,515	85	ERC recommendation to Admin Counsel expected in February or March 2020.	<i>increase</i>
Additional database (ERC)	10,000		10,000	Pending general database RFP.	<i>increase and/or create new committed line</i>
<b>Grand Total</b>	<b>148,100</b>	<b>117,213</b>	<b>30,887</b>		

**Funding Source: CLSA**

Vendor	Budget Amount	Total Expenses	Unspent	Comments	Seek Direction
Ebooks Bibliotheca	30,564	10,864	19,700		<i>Change request in upcoming year</i>
Resource Sharing (Zipbooks, Link+depository)	22,970		22,970	No current RFP for Omeka improvements. Recommend use a system wide self registered ecard.	<i>Change request in upcoming year</i>
<b>Grand Total</b>	<b>53,534</b>	<b>10,864</b>	<b>42,670</b>		

	Budget Amount	Total Expenses	Unspent
<b>Total Funding Sources:</b>	<b>\$ 201,634</b>	<b>\$ 128,077</b>	<b>\$ 73,557</b>

**SAN JOAQUIN VALLEY LIBRARY SYSTEM**  
**Tech Reserve Report (Acct 1435)**  
**FY 2019-20**

Pre-Paid to Collect from Members  
Report ending December 31, 2019

**REVIEW OF CURRENT TECH RESERVES BALANCES**

Members	Coalinga	Fresno	Kern	Kings	Madera	Mariposa	Merced	Porterville	Tulare Co Special District	Tulare Public	Grand Total
Beginning Pre Paid Tech Reserve Balance as of June 30, 2019	57,934	824,017	415,033	250,989	43,197	26,391	212,305	412,384	389,219	45,285	2,676,754
Deposits additional Tech Reserves	20,000	300,000				5,000					325,000
Deposits additional Nimble Projects		93,662		8,457		3,036			19,886	6,041	131,082
Deposits additional Horizon Projects	1,743	74,929							15,909	4,833	97,414
Deposits Outstanding Receivable											0
Withdrawals applied towards Membership Fees								(46,750)			(46,750)
Withdrawals applied towards Computer Hardware or Telco Install Cost											0
Deposits additional Postage & OD	200		10,000	5,600	1,800	3,000	1,500		5,000	4,000	31,100
Change (+ increase) -(decrease) for fiscal year	(2,694)	(70,546)	(26,137)	(6,377)	(6,472)	(2,531)	(7,385)	(4,668)	(15,151)	(13,034)	(154,995)
<b>Deposit on Hand as of: December 31, 2019</b>	<b>77,183</b>	<b>1,222,062</b>	<b>398,896</b>	<b>258,670</b>	<b>38,525</b>	<b>34,896</b>	<b>206,419</b>	<b>360,966</b>	<b>414,863</b>	<b>47,125</b>	<b>3,059,605</b>

**DETAILS SECTION OF ACTIVITY - TECH RESERVES BALANCES**

**Additional Member Contributions -Adjusted**

1. AMS Refund Deposited into Account (Fresno, Merced, Tpublic)

Electronic Resources Due to Outstanding Receivable

Sum Total	-	-	-	-	-	-	-	-	-	-	0
Increase of Additional Member Contributions	-	-	-	-	-	-	-	-	-	-	0

**Direct Billing Charges from Reserves**

Debt Collection-UMS Inc		39,000	2,000	-	-	5,000	5,000	2,000	-	-	20,000	10,000	44,000
Debt Collection-UMS inc Actual Charges	actual		206		0	1,208	806	492	0	0	3,097	940	6,748
Postage & Over Due Notices		36,000	200		10,000	5,600	1,800	3,000	1,500	2,200	5,000	4,000	33,300
Postage & Over Dues Notices Actuals Charges	actual		38		3,690	1,327	743	514	1,349	873	2,917	1,098	12,550
Library Cards/Bar Code Labels-estimate placeholder		6,400	500	-	1,000	600	1,100	380	1,330	860	817	887	7,475
Library Cards/Bar Code Labels-Actual Charges	Tech Reserve; not payable by check			-		-	177	156	195	177	-	177	883
Sum Total of Deducted -Actual Charges for period			244	-	3,690	2,535	1,726	1,163	1,545	1,051	6,014	2,215	20,181
Sum Total Deducted Direct Billing Charges Committed			2,456	-	7,310	8,665	6,175	4,217	1,286	2,010	19,803	12,672	64,594

**Computer Hardware Replacement Plan**

Determined by Members annually for Electronic  
Resources (Billed Fresno, Coalinga and Mariposa \$  
325,000)

Router Costs Phase II -non grant	20,000	300,000	-	-	-	5,000	-	-	-	-	325,000
DIGITAL COLLECTIONS OMEKA (Open source)	-					-					0
Determined by individual members											0
Actual Deductions: project expenses incurred	1,450	27,508	3,743	-	605	-	614	953	-	8,043	42,915
Sum Total Computer Hardware Replacement Plan Committed	18,550	272,492			(605)				-		290,437

**Committed System Projects**

Budget											
Nimble Project	200,000.00	93,662		8,457		3,036			19,886	6,041	131,082
ILS Horizon Server Project-Additional	160,000.00	74,929							15,909	4,833	97,414
ILS Upgrade Estimated Cost (phase I--0130) Completed date: June 2018/2019	3,969	143,110	133,202	22,912	23,479	2,817	40,417	8,497	52,160	9,437	440,000
Horizon Server Upgrade (0130)	55,869	323	12,034	2,338	2,352	157	4,314	659	5,538	762	42,308
Actual Deductions: Software Licenses; various requested items	-	-	-	-	-	-	-	-	-	-	0



Pre-Paid to Collect from Members  
Report ending December 31, 2019

Members	Coalinga	Fresno	Kern	Kings	Madera	Mariposa	Merced	Porterville	Tulare Co Special District	Tulare Public	Grand Total
Actual Deductions: Project expenses incurred (Horizo	0	1,001	43,038	18,705	3,886	4,071	1,395	5,227	2,664	9,138	91,900
Sum Total System Projects Committed	5,034.19	280,697.47	128,328.37	29,820.89	21,760.56	4,614.74	39,504.08	6,492.06	84,355.19	18,296.78	618,904.33
<b>Sum Total of Deductions from Pre Paid This Fiscal Year</b>	<b>2,694</b>	<b>70,546</b>	<b>26,137</b>	<b>6,421</b>	<b>6,401</b>	<b>2,558</b>	<b>7,385</b>	<b>4,668</b>	<b>15,151</b>	<b>13,034</b>	<b>154,995</b>
Grand Total of Additional Increases (Contributions Invoicing)	-	-	-	-	-	-	-	-	-	-	0
Grand Total of Anticipated Decreases from Tech Reserve (Commitments)	26,041	553,189	139,381	38,486	27,331	8,832	40,790	8,502	104,159	30,969	973,936
<b>TECH RESERVES ENDING BALANCE FOR REPORTING PERIOD</b>	<b>51,142</b>	<b>668,873</b>	<b>259,515</b>	<b>220,184</b>	<b>11,194</b>	<b>26,064</b>	<b>165,630</b>	<b>352,465</b>	<b>310,705</b>	<b>16,156</b>	<b>2,081,927</b>

## SJVLS Administrative Council Agenda Packet – January 17, 2020

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## SJVLS Administrative Council Agenda Packet – January 17, 2020

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z	AA	AB	AC	AD	AE	AH	AL	AM	AN	
Fiscal Year	Tech Reserve	Project CATEGORY (SUMMARY REPORT)	Description	Vendor	Org	Acct #	Transaction Type	Addition Amount	Deduction Amount	Is Invoice Shared among members?	COALINGA	FRESNO	KERN	KINGS	MADERA	MARIPOSA	MERCED	PORTERVILLE	TULARE CO	TUL PUBLIC	TOTALS														
2019	18-19	Mar 19	Debit Collection UMS	Feb 2019 collection agency placements for Coalinga-Huron Library	Unique Management	9626-0150	7295	Deduction	(8.95)	NO																									
2019	18-19	Mar 19	Debit Collection UMS	Feb 2019 collection agency placements for Kings County Library	Unique Management	9626-0150	7295	Deduction	(125.30)	NO																									
2019	18-19	Mar 19	Debit Collection UMS	Feb 2019 collection agency placements for Mariposa County Library	Unique Management	9626-0150	7295	Deduction	(62.65)	NO																									
2019	18-19	Mar 19	Debit Collection UMS	Feb 2019 collection agency placements for Tulare County Library	Unique Management	9626-0150	7295	Deduction	(384.85)	NO																									
2019	18-19	Mar 19	Debit Collection UMS	Feb 2019 collection agency placements for Tulare Public Library	Unique Management	9626-0150	7295	Deduction	(134.25)	NO																									
2019	18-19	Mar 19	Debit Collection UMS	Feb 2019 collection agency placements for Madera County Library	Unique Management	9626-0150	7295	Deduction	(89.45)	NO																									
2019	18-19	Mar 19	Computer Hardware	6 X ELO 2001L 19.5 in. Wide PCAP Self Check out Monitors	CDW	9626-0130	7385	Deduction	(3,383.44)	NO																									
2019	18-19	Mar 19	Year 2 Equipment Balance Due	AMS	AMS	9626-0300	50307/7385	Deduction	(4,226.75)	NO																									
2019	18-19	Mar 19	Year 2 Equipment Balance Due	AMS	AMS	9626-0300	50307/7385	Deduction	(1,156,183)	NO																									
2019	18-19	Mar 19	Year 2 Equipment Balance Due	AMS	AMS	9626-0300	50307/7385	Deduction	(4,125.42)	NO																									
2019	18-19	Mar 19	Year 2 UPS Backup	AMS - UPS Backup	AMS net refund	0388	3385	Deduction	(300.00)	NO																									
2019	18-19	Mar 19	Permacard	AMS net refund	AMS net refund	0388	3385	Addition	29,987.98	NO																									
2019	18-19	Mar 19	Direct Billing Charges from Reserves	Library Cards	Permacard	9626-0130	7265	Deduction	(1,772.52)	NO																									
2019	18-19	Mar 19	Direct Billing Charges from Reserves	Postage and Overdue Notices February 25-2019- March 22, 2019	Postage and Overdue Notices March 2019	9626-0130	7385	Deduction	(1,550.47)	NO																									
2019	18-19	Mar 19	Software system support	Amazon	Amazon	9626-0130	7205	Deduction	(0.39)	NO																									
2019	18-19	Mar 19	Software system support	Solarwinds	Solarwinds	9626-0130	7205	Deduction	(113.00)	Yes																									
2019	18-19	Mar 19	Computer Hardware	2 X Dell 24 inch Monitors-P2418D	Dell	9626-0130	7385	Deduction	(810.69)	NO																									
2019	18-19			Cash Balance as of 3-31-19	N/A	N/A	1435																												
2019	18-19	Apr 19	Deposits additional	Cataloging Center Services for Period of January 1, 2018 through June 30, 2018	Cataloging Center Services	9626-0130	1435	Addition	2,158.17	NO																									
2019	18-19	Apr 19	Deposits additional	Cataloging Center Services for Period of July 1, 2018 through December 31, 2018	Cataloging Center Services	9626-0130	1435	Addition	2,866.42	NO																									
2019	18-19	Apr 19	Deposits additional	SJVLS Electronic Resources	SJVLS Electronic Resources	9626-0130	1435	Addition	33,625.00	NO																									
2019	18-19	Apr 19	Debit Collection UMS	Mar 2019 collection agency placements for Coalinga-Huron Library	Unique Management	9626-0150	7295	Deduction		NO																									
2019	18-19	Apr 19	Debit Collection UMS	Mar 2019 collection agency placements for Kings County Library	Unique Management	9626-0150	7295	Deduction	(116.35)	NO																									
2019	18-19	Apr 19	Debit Collection UMS	Mar 2019 collection agency placements for Mariposa County Library	Unique Management	9626-0150	7295	Deduction	(71.60)	NO																									
2019	18-19	Apr 19	Debit Collection UMS	Mar 2019 collection agency placements for Tulare County Library	Unique Management	9626-0150	7295	Deduction	(241.65)	NO																									
2019	18-19	Apr 19	Debit Collection UMS	Mar 2019 collection agency placements for Tulare Public Library	Unique Management	9626-0150	7295	Deduction	(98.45)	NO																									
2019	18-19	Apr 19	Debit Collection UMS	Mar 2019 collection agency placements for Madera County Library	Unique Management	9626-0150	7295	Deduction	(62.65)	NO																									
2019	18-19	Apr 19	Direct Billing Charges from Reserves	Postage and Overdue Notices March 23-2019- April 21, 2019	Postage and Overdue Notices April 2019	9626-0130	7385	Deduction	(1,604.86)	NO																									
2019	18-19	Apr 19	Computer Hardware	2 X Dell Latitude 5490 XcTo Lap Top	Dell	9626-0130	7385	Deduction	(3,901.41)	NO																									
2019	18-19	Apr 19	Computer Hardware	1 X Optiplex 7060 Mini Tower XcTo	Dell	9626-0130	7385	Deduction	(1,222.33)	NO																									
2019	18-19			Cash Balance as of 4-30-19	N/A	N/A	1435																												
2019	18-19	May 19	Deposits additional	SJVLS Electronic Resources	Merced County Additional Contribution	9626-0130	1435	Addition	19,043.77	NO																									
2019	18-19	May 19	Computer Hardware	1 X HP Color Laser Jet Pro M452dw, 3 X HP Color Laser Jet M553dn, 2 X Honeywell Voyager CG 9540	CDW	9626-0130	7385	Deduction	(2,678.06)	NO																									
2019	18-19	May 19	Computer Hardware	5 X Platinum BLS 20 All in one AWE Learning Machines	AWE ACQUISITION INC	9626-0130	7385	Deduction	(21,991.69)	NO																									
2019	18-19	May 19	Software system support	Amazon	Amazon	9626-0130	7205	Deduction	(10.98)	NO																									
2019	18-19	May 19	Debit Collection UMS	Apr 2019 collection agency placements for Coalinga-Huron Library	Unique Management	9626-0150	7295	Deduction	(17.90)	NO																									
2019	18-19	May 19	Debit Collection UMS	Apr 2019 collection agency placements for Kings County Library	Unique Management	9626-0150	7295	Deduction	(143.20)	NO																									
2019	18-19	May 19	Debit Collection UMS	Apr 2019 collection agency placements for Mariposa County Library	Unique Management	9626-0150	7295	Deduction	(88.45)	NO																									
2019	18-19	May 19	Debit Collection UMS	Apr 2019 collection agency placements for Tulare County Library	Unique Management	9626-0150	7295	Deduction	(375.90)	NO																									
2019	18-19	May 19	Debit Collection UMS	Apr 2019 collection agency placements for Tulare Public Library	Unique Management	9626-0150	7295	Deduction	(134.25)	NO																									
2019	18-19	May 19	Debit Collection UMS	Apr 2019 collection agency placements for Madera County Library	Unique Management	9626-0150	7295	Deduction	(88.45)	NO																									
2019	18-19	May 19	Direct Billing Charges from Reserves	25 X 2" x 625" Barcodes	Data2 Corporation	9626-0130	7265	Deduction	(444.47)	NO																									
2019	18-19	May 19	Computer Hardware	2 X Platinum BLS 20 All in one AWE Learning Machines	AWE ACQUISITION INC	9626-0130	7385	Deduction	(8,798.06)	NO																									
2019	18-19	May 19	Direct Billing Charges from Reserves	Postage and Overdue Notices April 22-2019- May 24, 2019	Postage and Overdue Notices May 2019	9626-0130	7205	Deduction	(2,083.34)	NO																									
2019	18-19	May 19	Software system support	Amazon	Amazon	9626-0130	7205	Deduction	(10.01)	Yes																									
2019	18-19	May 19	Software system support	Adobe Software	Creative Cloud	9626-0130	7205	Deduction	(599.88)	Yes																									
2019	18-19	May 19	Deposits additional	SJVLS Electronic Resources	SJVLS Electronic Resources	9626-0130	1435	Addition	35,000.00	NO																									
2019	18-19	May 19	Deposits additional	SJVLS Electronic Resources	Merced County Additional Contribution	9626-0130	1435	Addition	25,000.00	NO																									
2019	18-19			Cash Balance as of 5-31-19	N/A	N/A	1435																												
2019	18-19	Jun 19	Software system support	Reverse the Charges: Adobe is CLSA and Membership costs	Creative Cloud	9626-0130	7205	Deduction	599.88	Yes																									
2019	18-19	Jun 19	Debit Collection UMS	May 2019 collection agency placements for Kings County Library	Unique Management	9626-0150	7295	Deduction	(241.65)	NO																									
2019	18-19	Jun 19	Debit Collection UMS	May 2019 collection agency placements for Mariposa County Library	Unique Management	9626-0150	7295	Deduction	(89.50)	NO																									
2019	18-19	Jun 19	Debit Collection UMS	May 2019 collection agency placements for Tulare County Library	Unique Management	9626-0150	7295	Deduction	(438.55)	NO																									
2019	18-19	Jun 19	Debit Collection UMS	May 2019 collection agency placements for Tulare Public Library	Unique Management	9626-0150	7295	Deduction	(170.06)	NO																									
2019	18-19	Jun 19	Debit Collection UMS	May 2019 collection agency placements for Madera County Library	Unique Management	9626-0150	7295	Deduction	(143.20)	NO																									
2019	18-19	Jun 19	Direct Billing Charges from Reserves	Postage and Overdue Notices April 27-2019- June 21, 2019	Postage and Overdue Notices June 2019	9626-0130	7385	Deduction	(1,638.12)	Yes																									
2019	18-19	Jun 19	Computer Hardware																																

\\sljvls.org\dfs\SystemAdministration\Budget\FY2019-20\Agenda\Jan 17 2020\FY 2018-19 Tech Reserve Ledger Master Cumulative-December 31, 2019.xls  
Pre Paid Tech Reserve Detail

**Unearned Grant Proceeds Utilized (Year 3)**  
**Report Date Ending 12/31/19**  
 Designation of the Unearned based on approval by the Admin Council.

**Summary Statement Report**

<b>Unearned Grant Proceeds</b>		<b>\$114,034.16</b>	<b>Funds Available</b>
	<b>Revised Available:</b>	<b>\$114,034.16</b>	<b>GL 01710</b>
<b>Year 4</b>		<b>(\$5,350.89)</b>	<b>Deduction: AMS Vouchers for Year 4 Charges through 11/5/19 JV # 0001891854.</b>
		<b>\$2,250.00</b>	<b>Adjustment: Year 3 Grant Funds returned to the Account for TELCO Disconnects 5 Disconnects JV # 0001892546</b>
		<b>\$7,000.00</b>	<b>Adjustment: Year 3 Grant Funds returned to the Account for TELCO Installs 4 Installs JV # 0001895975</b>
		<b>\$117,933.27</b>	
<b>Year 5</b>		<b>(\$6,277.00)</b>	<b>Deduction: 7 Booster Cisco Performance Licenses JV# 0001896733</b>
<b>Amendments Approved: License and Coalinga</b>		<b>(\$5,891.34)</b>	<b>Deduction: 13 Booster Cisco Performance Licenses JV # 0001896734</b>
	<b>Ending Balance</b>	<b>\$105,764.93</b>	<b>at 12/31/19</b>
<b>Committed Pending Projects:</b>	<b>Year 5</b>	<b>\$ (17,504.00)</b>	<b>Deduction: Upcoming &amp; Pending</b>
<b>Total Actual and Committed Cost</b>		<b>\$88,260.93</b>	

**Details Report Section by Project:**

Year 4

[Admin Council approval on March 2019](#)

PO # 1920006

Project # 87997

**Period of 10/21/19-11/5/19**

<b>Members</b>	<b>Location</b>	<b>Cost AP access Points Wireless</b>	<b>Cost AP License</b>	<b>Cost Router</b>	<b>Cost Router License</b>	<b>Cost Switch</b>	<b>Cost UPS</b>	<b>Sub-Total</b>	<b>Tax</b>	<b>E-Rate</b>	<b>Charge to SJVLs</b>
Fresno County	Firebaugh	\$1,597.06	\$468.00				\$	2,065.06	\$127.36	(\$1,863.56)	\$328.86
Kern County	Mojave			\$ 5,386.20	\$1,692.00	\$ 1,437.75	\$ 841.38	\$ 9,357.33	\$611.30	(\$7,153.78)	\$2,814.85
Kern County	Taft	\$1,597.06	\$468.00				\$	2,065.06	\$127.36	(\$1,863.56)	\$328.86
Kings County	Corcoran	\$1,597.06	\$468.00	\$ 1,053.74	\$ 470.00	\$ 1,437.75	\$ 841.38	\$ 5,867.93	\$393.14	(\$5,321.91)	\$939.16
Tulare County	Farmersville	\$1,597.06	\$468.00	\$ 1,053.74	\$ 470.00	\$ 1,437.75	\$ 841.38	\$ 5,867.93	\$393.14	(\$5,321.91)	\$939.16
Tulare County	London						\$	-			
		<b>\$6,388.24</b>	<b>\$1,872.00</b>	<b>\$7,493.68</b>	<b>\$2,632.00</b>	<b>\$4,313.25</b>	<b>\$2,524.14</b>	<b>\$25,223.31</b>	<b>\$1,652.30</b>	<b>(\$21,524.72)</b>	<b>\$5,350.89</b>

Year 5

Admin Council approval on March 2019

Report period:

Committed Projects:

Members

		Period of 10/21/19-11/5/19									
		Router 4321									
	Location	Cost AP access Points Wireless	Cost AP License	Cost Router	Cost Router License	Cost Switch	Cost UPS		Sub-Total	Tax	E-Rate
Coalinga	Huron	\$ 2,000.00	\$ 1,000.00	\$ -	\$ 500.00			\$ 3,500.00			n/a
Fresno County	Fowler	\$ 2,000.00	\$ 1,000.00	\$ -	\$ 500.00	\$ 2,502.00	\$ 1,000.00	\$ 7,002.00			n/a
Kern County	Kern River Valley	\$ 2,000.00	\$ 1,000.00	\$ -	\$ 500.00	\$ 2,502.00	\$ 1,000.00	\$ 7,002.00			n/a
		\$ 6,000.00	\$ 3,000.00	\$ -	\$ 1,500.00	\$ 5,004.00	\$ 2,000.00	\$ 17,504.00	\$ -	\$ -	\$ 17,504.00

Amendments Approved: License and Coalinga

Admin Council approval on November 8, 2019

Cisco Performance on Demand License: @ 100Mb  
Equipment  
Router 4321  
Already on  
Hand

Report period:

		Period of 10/21/19-12/16/19						
Members	Location	Estimate approved		SJVLs PO #	Vendor	Cost	Expire Date	
Fresno	Gillis	up to \$550 each/ w tax	X	1920018	CDW	\$453.18	Perpetual	
Fresno	Kerman	up to \$550 each/ w tax	X	1920018	CDW	\$453.18	Perpetual	
Fresno	Tranquility	up to \$550 each/ w tax	X	1920018	CDW	\$453.18	Perpetual	
Kern County	Rosamond (Wanda Kirk)	up to \$550 each/ w tax	X	1920018	CDW	\$453.18	Perpetual	
Kern County	Southwest	up to \$550 each/ w tax	X	1920018	CDW	\$453.18	Perpetual	
Merced County	Atwater	up to \$550 each/ w tax	X	1920018	CDW	\$453.18	Perpetual	
Merced County	Dos Palos	up to \$550 each/ w tax	X	1920018	CDW	\$453.18	Perpetual	
Merced County	Le Grand	up to \$550 each/ w tax	X	1920018	CDW	\$453.18	Perpetual	
Merced County	Los Banos	up to \$550 each/ w tax	X	1920018	CDW	\$453.18	Perpetual	
Merced County	Winton	up to \$550 each/ w tax	X	1920018	CDW	\$453.18	Perpetual	
Tulare County	Dinuba	up to \$550 each/ w tax	X	1920018	CDW	\$453.18	Perpetual	
Tulare County	Exeter	up to \$550 each/ w tax	X	1920018	CDW	\$453.18	Perpetual	
Tulare County	Lindsey	up to \$550 each/ w tax	X	1920018	CDW	\$453.18	Perpetual	

Amended from \$ 7,150.00

\$5,891.34 Total Cisco Performance

Cisco IOS Booster Performance-License @ !G

		Equipment Router 4321						
Members	Location	Estimate approved	Already on Hand	SJVLs PO #	Vendor	Cost	Expire Date	
Fresno	Betty Rodriguez	up to \$1,000 each	X	1920019	CDW	\$896.80	Perpetual	
Fresno	Clovis	up to \$1,000 each	X	1920019	CDW	\$896.80	Perpetual	
Fresno	Fig Garden	up to \$1,000 each	X	1920019	CDW	\$896.80	Perpetual	
Fresno	San Joaquin	up to \$1,000 each	X	1920019	CDW	\$896.80	Perpetual	
Fresno	Sunnyside	up to \$1,000 each	X	1920019	CDW	\$896.80	Perpetual	
Fresno	Woodward	up to \$1,000 each	X	1920019	CDW	\$896.80	Perpetual	
Fresno	Reedley	up to \$1,000 each	X	1920019	CDW	\$896.80	Perpetual	
						<u>\$6,277.60</u>	Total Cisco IOS Booster	

**SAN JOAQUIN VALLEY LIBRARY SYSTEM  
FY 2020-2021**

Approve Budget Graphs

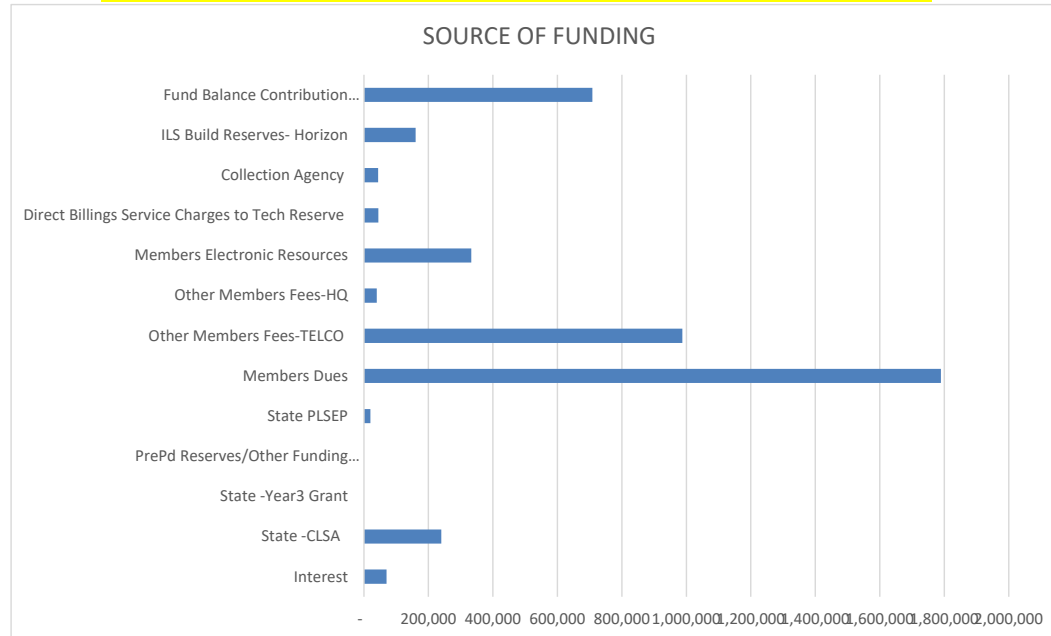
**Draft Budget for Board Approval: January 17, 2020**

1/9/2020- Corrected the Member's Telco Direct Billing from 724,977 to \$987,498

Source of Funding	Amount
Interest	70,000
State -CLSA	240,074
State -Year3 Grant	-
PrePd Reserves/Other Funding -Year4	-
State PLSEP	20,000
Members Dues	1,789,808
Other Members Fees-TELCO	987,498
Other Members Fees-HQ	40,000
Members Electronic Resources	333,000
Direct Billings Service Charges to Tech Reserve	44,635
Collection Agency	44,000
ILS Build Reserves- Horizon	160,000
Fund Balance Contribution & E-Rate Discounts	708,276
<b>Total Funding for Budget</b>	<b>4,437,291</b>

Membership Fees 1,789,808

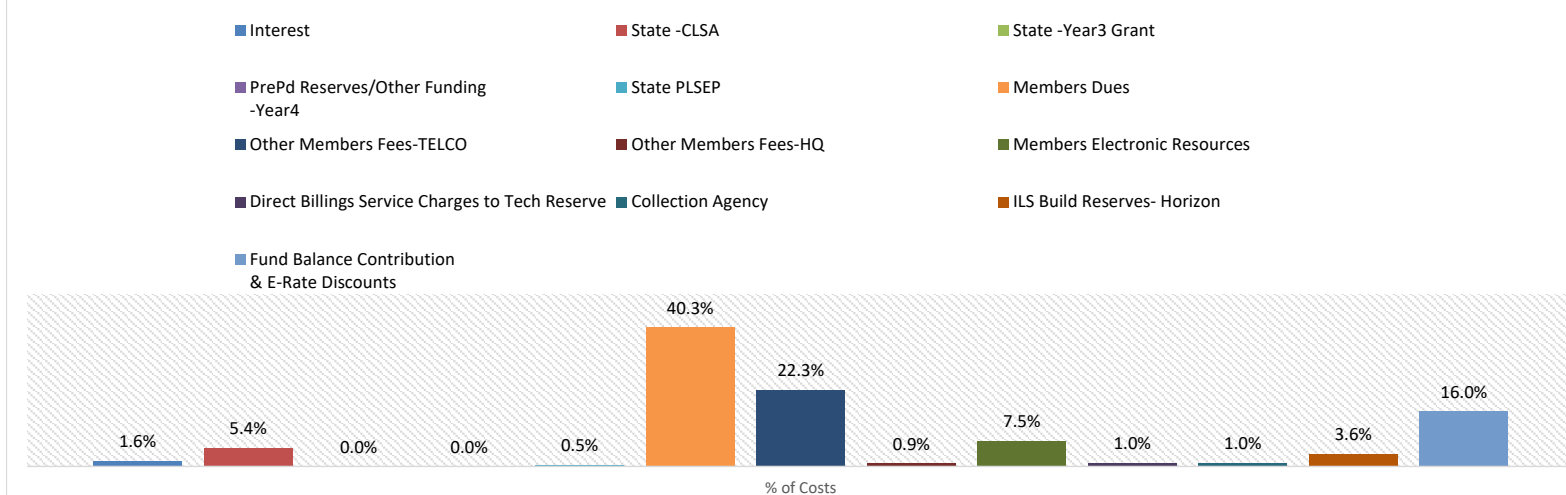
% of Total Budget (Membership) 40.3%



CLSA 240,074 5%

Direct Charges Telco/Other 1,409,149 32% of Budget 72% Percentage Funded by Charges 94.59%

**Service Functions Support Use %**





**Membership  
 Budget Recommend  
 Budget Highlights**

**Approved November 7, 2019  
 Draft Budget for Board Approval: January 17, 2020**

Recommended Budget for Approval

1		\$ 4,437,291	Seek Approval	
	Fiscal Year History	Budget Amount	\$ Change	% Budget Change
	Budget FY 2017/2018	4,343,965.00	(201,964.00)	-4%
	Budget FY 2018/2019	4,626,402.00	282,437.00	7%
	Budget FY 2019/2020	4,339,757.00	(286,645.00)	-6%
	FY 2020-2021	4,437,291.00	97,534.00	2%

1a. Increase Budget Proposed \$ 97,534 Decreased need over prior year  
 2.2% The percentage of increase is

**Summary of Items Approved by Admin Council: January 2020**

**2. Membership Fee** \$ 1,789,808 **Approved: November 7, 2019**

Increase Membership in accordance with strategic plan.

**3. SJVLS Members to Budget Amounts**

\$ 2,851,715 See handout to coordinate with your Fiscal Support  
 Represents Telco, SmartNet HQ, Fortinet HQ and  
 Postage and Ovedues Notices  
[Report title Members to Budget-CAO](#)  
 \$ - Build Reserves: Other Areas  
 Build Reserves: Contribution by Fiscal Year Horizon Upgrade  
 \$ 160,000 Reserves  
**\$ 3,011,715 Total Billable Charges To Members**

**Seek Board approval: to begin process and finalized the TELCO and related projects by Feb 2019.**

- 1 Approved the Recommended Budget to Adopt \$ 4,437,291
2. Approved training plan and authorize designee for further scholarship protocols \$ 33,000
3. Approved the CLSA budgetary dollars \$ 240,074
4. Approved SJVLS designee and Chairman to maximize the request for funding  
 to include SJVLS Technology (Switches) Four Year Replacement Plan  
**Return with Strategy Plan and clarification on number of switches per location and ownership**
5. Members to Budget to Pay  
 as listed on page 5
 

Membership	\$ 1,789,808
Other	\$ 74,410
Telco Direct	\$ 987,498
<b>Total</b>	<b>\$ 2,851,715</b>
6. Approve for Telco NRC estimate placeholder; off set funding to be determine at later date  
 \$ 500,000
7. Members to continue contribution to build reserve for ILS/Horizon \$ 160,000
8. Return to Board with RFP Cenic selection and costs for direct Telco charges to Members

**Action: Approved \_\_\_\_\_ Denied \_\_\_\_\_**



**Draft Budget for Board Approval: January 17, 2020****Budget Highlights****Administrative Council, Friday, January 17, 2020****SJVLS Total Recommended Budget**

	\$3,937,291	Total Costs
	\$500,000	Addition of NRC Costs: Cenic Bids Estim
<b>\$</b>	<b>4,437,291</b>	<b>Total Draft Budget</b>

The following areas with shifted to improve efficiencies and effectiveness of System.

1	FY 2020-2021 Telco charges increased by \$ 304,677 from \$ 682,821 to \$ 987,498.	\$304,677
	Direct Invoices reflect the charges for elective additional service: Smart Pay, Delivery stops and Digital	
	The costs does not include: installation and disconnects charges	
2.	Sirsi Dynix; Blue Cloud, SMS message bundles, DVD cover images and other	\$157,000
	Increased by	\$25,055
	a. Other features added	\$4,000
	Enriched content basic (Unbound added 9/19)	\$3,996
	BlueCloud Mobile (Jan2020)	\$10,702
	Solis BC Mobile (Jan2020)	\$1,297
	b. DVD cover images packages	\$3,000
	c. Kern County Digital (direct bill on invoice)	\$2,060
3.	Technology Placeholders not include pending review of Strategic Plan and Fiscal Planning to Build Rese	Budgeted only ILS \$160,000
	a. Seek a discussion session to hold a review and possible funding from Tech Reserves/E Rate	Other areas on hold
4.	Network & Librarian Professional Services staffing; increase	
	a. Increased in costs and promotions	increased by \$50,862
	b. Accounting team: \$378,061. Accountant 100%, Account Clerk 50%, Business Manager 28.7 decreased by \$27,675	
5.	Continued program PLSEP	\$20,000
	a. Assume multiple awards above the baseline of one participant (\$5,000)	
6.	Cataloging continue at same levels	\$103,600
	a. OCLC vendor continues at \$95,000	
7.	Online Materials	Increased by 2% inflation increases
	a. Pronunciator and EBSCO for Total Catalog	\$151,862
8.	Telecommunications	Prior year budget/costs
	a. Year 5	\$86,600
	b. Year 3 Grant Funds Available	\$133,476
	c. Current RFP -Cenci & CalNet 3 Impacts	not budgeted
	c. Current RFP -Cenic & CalNet 3 Impacts	not budgeted
		Pending figures
		NRC estimated placeholder \$500,000
9	Staff Development Budget	\$33,000
	a. See attachment; continue at same levels	\$32,000
	b. Training Other- Central Valley Get Involved Volunte	\$1,000
	Note: Board approved on January 11, 2019 for annual ongoing support of \$1,000	
10	CLSA Strategy for upcoming application to seek funding offset	\$240,074
	a. Budget with assumption of full allocation award	
	b. Pending updates based on plan	
	i. Reduced Black gold to \$164	
	ii. Increase maintenance to \$3,000	
	iii. Delivery Services to continue to be 100% funded by CLSA at same levels \$159,540	
	iv. E-Resources funding to continue to support Online Materials	
	v. Increase E Resources	increase by \$7,000
	vi. Other Digital Initiatives	Systemwide enhancement & by jurisdiction
		\$37,534
		\$40,000

Action: Approved \_\_\_\_\_ Denied \_\_\_\_\_

## SAN JOAQUIN VALLEY LIBRARY SYSTEM FY 2020-2021

### Three Year Trend of Total Costs of Membership

	Budget	Budget	Budget	Budget	estimates Budget
	FY 16-2017	FY 17-2018	FY 18-2019	FY 19-2020	FY 2020-21
Computer Operations	1,132,975	1,183,967	1,101,420	1,141,234	1,186,616
Delivery Services	159,540	159,540	159,540	159,540	159,540
Planning & Coordination Adminstrator	302,641	302,141	291,480	435,105	373,104
Cataloging	96,803	100,500	101,500	103,600	103,600
Online Materials	143,600	144,100	146,800	151,700	155,462
Pooled Costs Telco	362,248	354,248	480,822	522,226	522,226
<b>Total Membership Benefit Costs</b>	<b>2,197,807</b>	<b>2,244,496</b>	<b>2,281,562</b>	<b>2,513,405</b>	<b>2,500,548</b>
<b>Funding Offset</b>					<b>-0.512%</b>
Membership Fees History	1,507,387	1,507,387	1,507,387	1,662,904	1,789,808
CLSA Funding -Delivery	159,540	159,540	159,540	159,540	159,540
	<b>1,666,927</b>	<b>1,666,927</b>	<b>1,666,927</b>	<b>1,822,444</b>	<b>1,949,348</b>
<b>Total % of Costs Funded</b>	32%	35%	37%	38%	28%
<b>Membership Fee % Increase by Fiscal Year</b>					
	-3%	0%	0%	7%	8%
Fresno adjustment (cprrected triparite ratios)				3%	

The projected annual increase by 7% for membership due will support the continued funding at 34-42% of Total Membership Ber

**SAN JOAQUIN VALLEY LIBRARY SYSTEM  
FY 2020-2021**

Members to Budget -CAO

**Membership Fees:****Approved November 7, 2019**

Four separate billing periods: August, September and February

Members

**Other Fees:****Presented for Approval -January prelim draft approval**

Budget

1/9/2020- Corrected the Member's Telco Direct Billing from 724,977 to \$987,498													
MEMBER	FY 2019-2020 Total Member Charges	Extra		96250300 Actual allocation Core (Note 1)	96250300 Actual allocation Core Communi-		96250130 Postage OD	Members Budget (Note 2)	Tech Reserve or Electronic Resources (Note 3)	Pre-Paid Tech Reserve Tripartite (Note 4)	Pre-Paid Tech Reserve (Note 5)	Members Budget	
	portion of Pooled Excludes Telco, Tech Reserve	Direct Charges Transparency	RBDigital Connector	Direct TELCO	Direct Cisco SmartNet HQ	Fortinet HQ Annual Maintenance		Sum Total Fee	Based on Tech Report	Nimble Contribution	Elective Horizon Upgrade Reserves 2 year plan		FINAL Total Member Invoice
Coalinga	22,633			18,340	900	3,100	200	45,173	-	-	1,984		47,157
Fresno	757,576			213,583	900	3,100	-	975,159	300,000	-	64,469		1,339,627
Kern	444,577	750	2,060	170,288	900	3,100	8,000	629,675	-	-	39,219		668,893
Kings	73,886			43,552	900	3,100	5,000	126,438	-	-	7,720		134,158
Madera	83,254	1,600		194,560	900	3,100	1,800	285,214	-	-	7,729		292,943
Mariposa	32,805			139,917	900	3,100	2,000	178,722	-	-	2,840		181,562
Merced	116,244			86,807	900	3,100	3,000	210,051	-	-	10,598		220,649
Porterville	49,059			258	900	3,100	2,000	55,317	-	-	5,149		60,466
Tulare Co.	158,392			119,936	900	3,100	5,000	287,328	-	-	15,977		303,305
Tulare Pub	51,381			258	900	3,100	3,000	58,639	-	-	4,316		62,955
TBD-Allowable Costs				-									-
Totals	1,789,808	2,350	2,060	987,498	9,000	31,000	30,000	2,851,715	300,000	-	160,000		3,311,715

Invoice #4-Dec  
(check with Mary  
Ellen in Feb for E-  
Rate discounts

Invoice #1-August

Invoice #1-August

Invoice #1-August

Invoice #1-August

Invoice #2  
SeptInvoice #3  
SeptInvoice #2  
Sept
**Members  
Future Bill**
**Note:**

- Membership increased by 7%
- Members to budget with their County Administrative Office for two types: Membership and Telco/NRC install & hardware direct costs for locations and SmartNet for headquarters.
- Members may elect during next fiscal year any additional contributions/deductions from Pre Paid Tech Reserves. Notify Library Business Manager
- Build contingency reserves under CATEGORY: System Committed Project: Requires contribution by each Member.

depends: Jan or  
Feb 2021

MEMBER	Prelim Budget	Prelim Budget	Total			Total	
	Budgeted Members (Adopted Jan 2019)	Members Install & Disconnects (Adopted Jan 2019)	Current Total FY 19-2020 Telco	Invoiced on 12/31/2019	adjusted	Toal Upcoming Budget FY 2020-2021 Telco	Change in Budget Yr-to- Yr (+-increase/- decrease)
Coalinga	17,372		17,372	16,387	(985)	18,340	968
Fresno	219,908		219,908	192,029	(27,879)	213,583	(6,325)
Kern	125,075		125,075	129,523	4,448	170,288	45,213
Kings	40,037	14,051	54,088	43,421	(10,667)	43,552	(10,536)
Madera	50,689		50,689	50,420	(269)	194,560	143,871
Mariposa	49,619		49,619	42,560	(7,059)	139,917	90,298
Merced	86,477		86,477	87,247	770	86,807	330
Porterville	6,080		6,080	2,339	(3,741)	258	(5,822)
Tulare Pub	234		234	257	23	258	24
Tulare Co.	118,638	13,896	132,534	118,638	(13,896)	119,936	(12,598)
Totals	714,129	27,947	742,076	682,821	(59,255)	987,498	245,422

**Note:** Pending changes if any selections in the RFP Cenic bids over next month

**Discussion and Approval:****Amendment Current Year & Draft CLSA Funding Strategies Upcoming Year**

Presenter – Gomez

**Current Year**

Amendment to Resources Sharing \$ 22,970

(Omeka proposal or self-registered e-card)

**Upcoming Year**

Anticipate funding at similar levels:

- |                            |           |
|----------------------------|-----------|
| a. Delivery                | \$159,540 |
| b. Maintenance Annual Plan | \$ 3,000  |
| c. Other Expenditures      | \$ 77,534 |

1. Continue to fund the following areas at the same levels:

System Delivery	100%	\$159,540
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Maintenance Annual Plan	100%	\$ 3,000
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2. Discussion on strategies for \$77,534 funding for system.  
Review of CLSA page 10 and pages 13 & 14

Current Year CLSA Budget document and narrative pages included for reference as part of this attachment.