



SAN JOAQUIN VALLEY LIBRARY SYSTEM

Automation Committee Meeting

November 19, 2025

APPROVED MINUTES

A. CALL TO ORDER

1. The meeting was called to order at 10:01 a.m. by Chris Wymer

B. ROLL CALL AND INTRODUCTIONS

1. Roll call was conducted.

- i. PRESENT

1. Yvonne Galvan (Coalinga-Huron), Tiffany Polfer (Fresno), Kristie Pratt (Kern), Brian Martin (Kings), Sarah McIntyre (Madera), Matt Johnson (Mariposa), Smruti Deshpande (Merced), Alex Pollock (Porterville), Sheri Haveman (Tulare City), Chris Wymer (Chair), Stephen Guenzi (SJVLS), Rachel Nelson (SJVLS)

- ii. OTHERS PRESENT

1. Kevin Nelson (SJVLS), Aaron Lusk (SJVLS), Logic Vang (SJVLS), and Darla Wegener (Tulare County)

- iii. ABSENT

1. Faythe Arredondo (Tulare County)

2. Introductions were conducted.

C. ADOPTION OF THE AGENDA

1. Pratt (Kern) motioned to adopt the agenda as distributed.

- i. Deshpande (Merced) seconded the motion.
 - ii. The motion passed.

D. PUBLIC COMMENT

1. There were no comments from the public.

E. APPROVAL OF PREVIOUS MEETING MINUTES

1. Pratt (Kern) motioned to adopt the minutes as distributed.

- i. McIntyre (Madera) seconded the motion.
 - ii. The motion passed with Polfer (Fresno), and Johnson (Mariposa) abstaining.

F. PROJECTS FOR DISCUSSION AND ACTION

1. Syndetics Unbound Content for ERC Titles

- i. Wymer informed the committee that Kern County recently asked if Enterprise was able to display Syndetics Unbound enriched content for digital materials. Wymer investigated how the content is displayed and determined enriched content can be added for digital materials. It

requires adding ISBN, and the Syndetics Unbound widget to the detail display for ERC content. Once those changes are made, enriched content for digital materials will display the same way it does for physical items. Wymer provided a demonstration of the current set up without enriched content, and what it looks like when it's added.

- ii. McIntyre asked about whether the enrichments, for example the list of other titles in the series, will be able to link to other digital titles. Wymer wasn't sure and would have to investigate if it's possible to make this work. One potential issue is with our current holdings export, Syndetics Unbound doesn't receive information about digital holdings, and as a result cannot track what digital titles members own.
- iii. Polfer (Fresno) motioned to enable enriched content for digital titles effective Monday morning.
 - 1. Johnson (Mariposa) seconded.
 - 2. The motion passed.

2. BC Analytics Report Migration

- i. Guenzi updated the committee on his work to migrate Jasper reports to BC Analytics. There are approximately 170 reports to migrate from Jasper, but a few were no longer needed and weren't migrated. He then shared where the migrated reports are saved. He replicated the folder structure from Jasper in BC Analytics to make it easier to navigate and find migrated reports. The report description also contains the name of the report from Jasper, to make it easier for staff to find the specific Jasper reports they need.
- ii. He also informed the committee that there are some reports that were problematic and haven't been migrated yet. Or they're in process but not complete and ready to use. He asked committee members to let him know if any of those reports are needed, so he can prioritize migrating them. He also let the committee know that some reports are not filtered yet and return results from all members. There are also some reports that were created with a focus on a specific branch or jurisdiction and haven't been customized for each member. If anyone uses those reports and they're not customized to your branches, you can contact Stephen and ask him to customize them.
- iii. He also discussed some of the differences in how reports get their data. Some reports use the default harvested data in BC Analytics and others connect live to Horizon when the report runs, but there are some that harvest data at a specific time and have to be refreshed to get new values. For those reports, he'd like to know when staff have them scheduled so he can create a refresh schedule to make sure the report always has fresh data when it runs. Members can let him know what the schedule should be.
- iv. He then discussed next steps for the report migration. He asked members to start reviewing both the Jasper and BC Analytics versions of reports to make sure they match, and to let him know about any discrepancies when they find them. He'd also like to get feedback on filters and prompts, both pros and cons. Both negative and positive feedback and welcomed. It's good to know when reports work as

intended so they can be marked “complete” on our migration spreadsheet.

3. ILS/LMS RFP Development

- i. Wymer provided an update on the ILS/LMS RFP. He recently attended the CLA conference and met with all the ILS vendors in attendance. In total he talked to 5 vendors about their systems. The vendors he met with were: Innovative, OCLC, Millonex, ByWater, and Civica. He also noted that SirsiDynix did not have a presence at CLA. He tried to get an understanding of their user interfaces, hosting models, included features, and other details pertinent to SJVLS’s shared ILS model. Wymer then provided a summary of his impressions of the systems he saw.
- ii. Deshpande shared her impressions on Civica’s ILS – Spydus. She was impressed with the user interface and features that are included by default.
- iii. Wymer informed the committee that SJVLS needs to decide whether the RFP will require that the new ILS has to allow SJVLS to host it in our data center, or if we’re willing to consider ILSes that are only hosted by the vendor. Over the last 3 years, SJVLS has invested more than \$200,000 in the infrastructure needed to host the ILS ourselves. Moving to a model where the vendor hosts the system would potentially make those investments moot, but requiring systems to allow us to host would limit our options. Wymer then discussed various situations where he would be okay with a vendor hosted solution and where a vendor hosted solution would be a non-starter.
- iv. Wymer then shared his current anticipated timeline for the RFP and migration. His current plan is to release the RFP in early January, and have vendor responses due in March. SJVLS will review responses to determine whether the system is something SJVLS will be able to administer and maintain. Any systems that meet SJVLS’s needs, those vendors will move forward to presenting to Automation Committee staff, plus other key staff. Those presentations will be scheduled in April. Each member will submit a single score for their jurisdiction, and each member’s scores will be averaged to determine the winning response. Once a winner is determined, SJVLS will start working on the migration, with a goal of going live on the new system in April 2027.

4. Windows 11

- i. Wymer thanked everyone for their efforts to deploy Windows 11 and CloudNine throughout the system. So far 485 PCs have migrated, which is great progress.
- ii. Lusk informed committee members that once 2026 starts, he will begin sending out reports about PCs that still need to migrate.

5. Borrower Address Clean-up Reports

- i. In August, Fresno County Library staff that run notices for everyone informed SJVLS about a problem they encounter on a regular basis with the formatting of mailing addresses. In each notice batch there are a couple of notices with incomplete address information. If those notices are mailed, they get returned, and SJVLS is charged postage for the returned mail. To avoid the unnecessary postage costs, staff look up the

address and write the missing portion on the notice. This takes a lot of extra time and effort on their part, and requires them to scan through every printed notice, daily.

- ii. Wymer created a new report to help with the problem and identify incomplete addresses before the borrower receives a notice. The report locates borrowers with active mailing addresses that are missing the address, city and state, or postal code values. The report changes the background to red for the missing address elements, to make it easier to determine what's missing.
- iii. While Wymer was reviewing report results, he noticed some borrowers with California addresses were from cities that are not included in the City/State table in Horizon. He asked committee members to let him know when staff encounter missing city values so they can be added. Pratt shared that she has a spreadsheet of all California cities and whether they have corresponding City/State values in Horizon. She will share it with Wymer so the missing cities can be added.

G. STAFF REPORTS

- 1. Senior Systems Network Engineer
 - i. Nelson let the committee know the PC Order is complete. The test of drop shipping PCs directly to headquarters went well, except for sales tax being charged by the delivery destination, not the ordering location. There was a small hardware configuration issue. The PCs were ordered with VGA ports and card readers but were not included when they were shipped. The missing components are being shipped separately, and Nelson and Vang will work with members to retrofit them where they're needed. The other issue is the PCs now ship with wireless mice and keyboards by default. If any members need wired keyboards for public PCs, Fresno donated their surplus wired keyboards to SJVLS. They can be given out to any member that needs them.
- 2. Associate System Administrator
 - i. Guenzi's only update is that he's been working extensively on the BC Analytics report migration.
- 3. System Administrator
 - i. Wymer recently spent a lot of time resolving a billing issue with T-Mobile and ECF funding. It's finally reached a positive conclusion and is a huge relief for him.
 - ii. Wymer's also spent time recently helping members set up acquisitions ordering for new vendors. He has some outstanding requests that he needs to follow up on.

H. CALENDAR ITEMS

- 1. Date and location for next Automation Committee Meeting
 - i. January 21, 2026 online via Microsoft Teams.

I. ANNOUNCEMENTS

- 1. Johnson shared that staff are getting used to CloudNine and continuing to deploy Windows 11.

2. Deshpande shared that Merced is getting ready to start deploying Windows 11.
3. Pratt shared that Kern County will be closed Thursday through Saturday for Thanksgiving, and from 12/24/25 through 1/1/26 for Winter Recess. They will also be closed on Friday, December 5, 2026, for an all-staff training day.
4. Polfer shared that Fresno is preparing for their next phase of infrastructure projects. The Central Library will be closed for an extensive period of time and are still looking for a temporary location. The Selma renovation is still on-going.

J. ADJOURNMENT

1. There being no further business to discuss the meeting adjourned at 11:14 a.m.