



## Administrative Council Agenda Packet

SAN JOAQUIN VALLEY  
LIBRARY SYSTEM  
2420 Mariposa Street  
Fresno, CA 93721  
559-600-6256

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May 29, 2026

Tulare Public Library

10:00 a.m.

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**The next meeting of the SJVLS Administrative Council will be held:**

**Tulare Public Library  
475 N M St  
Tulare, CA 93274  
10:00 a.m.  
Friday, May 29, 2026**

Enclosed are the agenda and prepared attachments for this meeting.

Copies of these materials may be made at the public's expense.

**Accessibility and Accommodations:** In accordance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the San Joaquin Valley Library System at (559) 600-6256 no later than 10:00 a.m. on Thursday, May 28, 2026.

**Public records:** Disclosable public records related to this agenda are available for public review at the Fresno County Public Library, Business Office, located at 2420 Mariposa Street, Fresno, CA 93721, during regular business hours, 8:00 a.m. – 5:00 p.m., Monday through Friday.

## **AGENDA**

### **A. COUNCIL OPENING**

1. Call to Order
2. Introductions
3. Adoption of the Agenda
4. Public Comment – The Public may comment on any items relative to SJVLS and not on the agenda.

### **B. CONSENT AGENDA**

1. APPROVAL: Draft minutes of April 3, 2026 (Attachment 1)
2. APPROVAL: Financial Updates (Attachment 2)

### **C. ITEMS FOR DISCUSSION AND ACTION**

1. ACTION: Approve 2026-27 Meeting Schedule – Wymer (Attachment 3)
2. ACTION: 2026-27 Admin Council Chair Rotation – Wymer (Attachment 4)
3. ACTION: Approve 2026-27 CLSA Plan of Service – Wymer (Attachment 5)
4. ACTION: Approve Ed Technology Funds Contract Extension – Wymer (Attachment 6)
5. ACTION: Approve Vasquez and Company Contract Extension – Wymer (Attachment 7)
6. ACTION: Approve Delivery Services Policy – Wymer (Attachment 8)
7. ACTION: Approve 2026-27 Budget – Wymer & Henderson (Attachment 9)

### **D. STAFF REPORTS**

1. Chair
2. State Library – Written Report Attached (Attachment 10)
3. Administrative Librarian
4. System Administrator
5. Senior Network Systems Engineer

### **E. DIRECTOR COMMENTS**

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

### **F. CALENDAR ITEMS**

1. Set the date and agenda building for the next meeting, tentatively Friday August 7, 2026, at the Springville Library.

### **G. ADJOURNMENT**



# SAN JOAQUIN VALLEY LIBRARY SYSTEM

## Administrative Council Meeting April 3, 2026

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### DRAFT MINUTES

#### A. COUNCIL OPENING

1. Heidi Clark (Tulare City), called the meeting to order at 10:07 am.
2. Roll Call
  - i. Council present: Sally Gomez (Fresno County), Andie Sullivan (Kern County), Tanya Russell (Kings County), Alma Madrigal-Ward (Madera County), Matt Johnson (Mariposa County), Amy Taylor (Merced County), Rebecca Jauregi (Porterville), Heidi Clark (Tulare City), Florencia Wright (Tulare County).
  - ii. Staff present: Chris Wymer (SJVLS), Kevin Nelson (SJVLS), Rachel Nelson (SJVLS)
  - iii. Council absent: Jeannette Davies (Coalinga-Huron).
  - iv. Guests: Brian Henderson (Henderson CPA), Lisa Lindsay (California State Library), Terrance Eckman (Fresno County), Shaylyn Pineda (Kern County), Cristy Canieda (Vasquez), Rhoda Dollaga (Vasquez).
3. Introductions
  - i. Staff introductions were conducted.
4. Agenda Adoption
  - i. Motion to Adopt Agenda – Taylor (Merced County)
  - ii. Gomez (Fresno County) seconded.
  - iii. Motion passed.
5. Public Comment
  - i. None.

#### B. CONSENT AGENDA

1. Motion to approve draft minutes of February 6, 2026, and the Financial Update report.
  - i. Motion made by Taylor (Merced County).
  - ii. Gomez (Fresno County) seconded.
  - iii. Motion passed.

#### C. ITEMS FOR INFORMATION AND ACTION

1. Financial Audit FY 2024-25





- ii. Wymer also learned more about the Schools, Healthcare, Libraries for Broadband Coalition (SHLB) at the conference and the work they're doing to advocate to protect the E-Rate program. He shared that it would be a good idea for SJVLS to be more engaged with SHLB in the future.
- 4. SJVLS – System Administrator
  - i. Nelson reported that she's been very focused on the ILS RFP process and extended her gratitude to all members for being awesome and engaged throughout the process.
- 5. Senior Network Systems Engineer
  - i. Nelson reported about his panel session at the CENIC conference on E-Rate Category 2 funding. He was a part of a panel discussion with 2 other library systems and shared the strategies SJVLS uses to approach and manage our funding requests.
  - ii. Nelson also informed Administrative Council that prices for the next PC Order are going to be substantially higher than previous orders, because of the shortages of memory caused by data centers making large purchases of yet-to-be manufactured RAM.

#### **E. DIRECTOR'S COMMENTS**

- 1. Wright (Tulare County)
  - i. The opening of the new Springville Library is still delayed due to challenges getting power into the building.
  - ii. The Alpaugh Library closed for renovations, and the Orosi Library is preparing to close.
  - iii. A mural was recently completed at the Lindsay Library. On April 23 there will be an unveiling of the new mural.
- 2. Russell (Kings County)
  - i. The Hanford Library renovation ran into a challenge related to the joint ownership of the building by the County and the City of Hanford.
  - ii. The Hanford and Lemoore Libraries will be getting new furniture for the first time in a very long time.
  - iii. The library received a donation from Leprino Foods, Leprino Foundation to improve the children's space at the Lemoore Library.
- 3. Taylor (Merced County)
  - i. Merced County launched a community read. The title they're reading is *Where Rivers Part* by Kao Kalia Yang.
  - ii. They are busy planning for their Summer Reading Program.
  - iii. They will begin recruitment soon for a new Deputy County Librarian.
- 4. Gomez (Fresno County)
  - i. Fresno County is also busy preparing for their Summer Reading Program.
  - ii. Fresno has a lot of construction projects, and some of them are running into challenges.
  - iii. Demco will be visiting the Central Library to plan a furniture overhaul and replacement project.

5. Jauregi (Porterville)
  - i. The Porterville Library is also gearing up for their Summer Reading Program.
  - ii. The new library building plans were approved by the City Council.
6. Madrigal-Ward (Madera County)
  - i. The renovation project for the North Fork Library is moving forward.
  - ii. They are also gearing up for their Summer Reading Program.
  - iii. They are preparing to open a new story walk.
  - iv. They were invited to promote their library programs on a local radio show.
7. Clark (Tulare City)
  - i. Tulare Public Library is about to open recruitment for their Youth Services Librarian position.
  - ii. They were awarded a Carnegie grant as well but are waiting for the City Council to approve accepting the award.
  - iii. They're preparing for their Spring Book Sale.
  - iv. Their master gardener programs continue to be very popular.
  - v. Their library is going to participate in the "One Book, One Coast" program.
8. Sullivan (Kern County)
  - i. Kern County Library is also preparing for their Summer Reading Program, and Lunch at the Library.
  - ii. They have finished their various renovation projects and have all branches open again.
  - iii. The library recently acquired the historic paintings that were previously housed and stolen from, the Bakersfield Sound.
  - iv. They have been dealing with a lot of security incidents at the Beale Library.
9. Johnson (Mariposa County)
  - i. Mariposa is working on filling vacant Senior Library Assistant positions.
  - ii. They are wrapping up the VITA tax assistance program. It was well received by residents.
  - iii. On April 18, a Marvel comics artist, Jerry DeCaire, will be hosting a program on comic book art.
  - iv. Mariposa will also participate in the "One Book, One Coast" program.
  - v. Johnson has been working recently on updates to the way temporary residents are registered and the borrowing privileges for those patrons.

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

1. Date and location for next Administrative Council Meeting
  - i. May 29, 2026, at the Tulare Public Library.

#### **G. ADJOURNMENT**

1. The meeting was adjourned at 12:22 p.m.

**DATE:** May 29, 2026

**TO:** SJVLS Administrative Council

**SUBMITTED BY:** Brian Henderson, Henderson CPAs.  
Fresno County Fiscal Agent

**SUBJECT:** Financial Update Report

**Recommended Action:**

Approve acceptance of monthly financial update through the month of April 2026.

**Fiscal Impact:**

There is no fiscal impact associated with the recommended action. SJVLS JPA funds are held by Fresno County as the fiscal agent and provides contracted controller and accounting services. All County related costs associated with the fiscal administration are funded with funds set aside for planning and evaluation administration.

## FINANCIAL UPDATE REPORT

### A. FINANCIAL REPORTS

1. Financial reported expenses through April 30, 2026.
  - i. Item 2 - Costs by class/cost center report included.
  - ii. Item 3 - CLSA Status update report
  - iii. Item 4 - Online Materials Status update report
2. Revenue Billed: \$3,603,744
3. Expenses Incurred: \$3,006,648
4. System Committed Reserves
  - i. SJVLS Assigned - \$1,191,263
  - ii. Members Committed Tech Reserves \$804,085

### B. OUTSTANDING RECEIVABLE TOTAL: \$205,825 (as of 4/30/2026)

1. Member Fees, Postage, Smart Net and other selection: \$115,295 (\$100,000- FY25/26 Telco Billing – Tulare County), (\$15,000- Tulare City Tech Reserve)
2. E-Rate receivable FY23/24- \$90,530 (Revenue portion to SJVLS) \$415,723 (Tech Reserve Portion)
3. Fortinet: None
4. Electronic Resources -Cloud Library: None
5. Telecommunications Invoices: \$270,295 (Billed in January 2026)

### C. CLSA ALLOCATION UPDATE: FY 25/26 Funding of \$124,275 received in January 2026

1. Council approved CLSA service plan in June 2025 in the amount of \$245,310. Council approved amended budget of \$276,086 in Dec. 2025.
2. Expenses and Estimates:
  - i. Delivery Services budgeted - \$276,06
  - ii. Oher Operations for e-resources - Budgeted \$0.
  - iii. Total Expenses through the month of April 2026- \$204,583 (\$20,523 paid, \$184,060 pending invoices from Fresno County)
3. Funding Rollover: \$0

### D. ONLINE MATERIALS STATUS UPDATE

1. Online Materials expenses total \$282,995, with prepaid expenses of \$34,500, resulting in excess expenditures of \$29,415 from the budgeted amount of \$288,080. The plan of service was approved by the Board on June 6, 2025. Excess amount to be covered by Tech Plan reserves as per the 2025/26 Budget.

**E. TRANSFER OF OWNERSHIP**

1. Statements have been sent through:
  - i. December 2025 (Including Fall PC Order)
2. Costs were deducted from the Members' Tech Reserve.

**F. PRE-PAID TECH RESERVE**

1. Total balance - \$ 3,915,426 (through April 2026)
  - Emailed to Admin Council
2. Under committed System projects
  - Total Reserves Available \$2,311,994

**G. UNEARNED GRANT REPORT & BROADBAND PROJECTS**

1. Total Balance - \$6,007
  - i. Porterville Phase III - \$0 (spent final \$34,007 in Sep. 2024)
  - ii. Firebaugh CSL Connect Grant - \$0 (spent final \$9,036 in March 2025)
  - iii. Porterville CSL Connect Grant - \$6,007 (spent \$19,493 in Sep. 2024)
2. Fiber Project Year 8. Near Completion. The Board approved on April 16, 2021 for SJVLS participation in CENIC Year 8 (Pending Final billing reconciliation with AMS and install of three access points in Fresno County).
  - i. Total Budget - \$485,942
  - ii. Total Spent as of February 2026 - \$484,321

**SJVLS**  
**Budget to Actual- System Wide**

	<b>TOTAL</b>		
	<b>Original Budget</b>	<b>Current Budget</b>	<b>Actual Jul 25 - April 26</b>
<b>Revenues</b>			
3380 · Interest	\$ 240,000	\$ 240,000	\$ 127,062
3575 · State Grants	124,275	155,449	124,275
4375 · Federal Grants	-	-	-
4841 · Membership Dues	2,012,000	2,012,000	2,012,000
5039 · Tech Reserve Charges	1,055,826	1,055,826	664,239
5040 · Other Cty Dpts Services	64,000	64,000	44,040
5501 · Projects e-Rate Earned	461,605	461,605	-
5504 · Telephone Services	538,395	538,395	538,395
5831 · Refunds And Abatements	-	-	93,733
<b>Total Revenues</b>	<b>4,496,101</b>	<b>4,527,275</b>	<b>3,603,744</b>
<b>Expenditures</b>			
7005 · Sealer Paper	-	-	6,410
7040 · Telephone Charges	838,400	838,400	393,865
7055 · Food	1,000	1,000	-
7101 · General Liability Insuranc	5,000	5,000	1,059
7175 · Property Insurance	4,800	4,800	8,958
7205 · Maintenance-Equipment	420,500	420,500	265,366
7250 · Memberships	3,550	3,550	3,390
7265 · Office Expenditures	87,826	87,826	53,082
7268 · Postage	41,000	41,000	21,407
7286 · PeopleSoft Human Resources	2,000	2,000	1,965
7287 · PeopleSoft Financials Chg	2,500	2,500	-
7295 · Professional & Specialized	2,154,920	2,154,920	1,431,889
7296 · Data Processing Services	7,800	7,800	1,996
7325 · Publications & Legal Notic	5,000	5,000	-
7385 · Small Tools & Instruments	1,089,500	1,089,500	448,781
7406 · Library Materials	125,400	125,400	175,138
7412 · Mileage	500	500	-
7415 · Trans, Travel & Education	20,000	20,000	2,552
7416 · Trans & Travel County Gara	260,310	291,086	27,452
7430 · Utilities	40,000	40,000	33,333
7565 · County Cost Plan	12,000	12,000	20,259
8300 · Equipment - Capital Outlay	-	-	109,746
<b>Total Expenditures</b>	<b>5,122,006</b>	<b>5,152,782</b>	<b>3,006,648</b>
<b>Net Change in Fund Balance</b>	<b>\$ (625,905)</b>	<b>\$ (625,507)</b>	<b>\$ 597,096</b>

**SJVLS Budget to Actual  
130- Computer Operations**

	<b>TOTAL</b>		
	<b>Original Budget</b>	<b>Current Budget</b>	<b>Actual Jul 25 - April 26</b>
<b>Revenues</b>			
3380 · Interest	\$ 240,000	\$ 240,000	\$ 127,062
3575 · State Grants	-	-	-
4375 · Federal Grants	-	-	-
4841 · Membership Dues	1,037,864	1,037,864	1,037,864
5039 · Tech Reserve Charges	-	-	878
5040 · Other Cty Dpts Services	-	-	-
5501 · Projects e-Rate Earned	-	-	-
5504 · Telephone Services	-	-	-
5831 · Refunds And Abatements	-	-	-
<b>Total 130- Computer Operations Revenues</b>	<b>1,277,864</b>	<b>1,277,864</b>	<b>1,165,804</b>
<b>Expenditures</b>			
7005 · Sealer Paper	-	-	-
7040 · Telephone Charges	-	-	2,547
7055 · Food	-	-	-
7101 · General Liability Insuranc	-	-	-
7175 · Property Insurance	-	-	-
7205 · Maintenance-Equipment	310,000	310,000	240,034
7250 · Memberships	150	150	150
7265 · Office Expenditures	-	-	34
7268 · Postage	-	-	-
7286 · PeopleSoft Human Resources	1,500	1,500	1,667
7287 · PeopleSoft Financials Chg	500	500	-
7295 · Professional & Specialized	1,103,655	1,103,655	675,136
7296 · Data Processing Services	4,800	4,800	1,996
7325 · Publications & Legal Notic	-	-	-
7385 · Small Tools & Instruments	10,000	10,000	6,600
7406 · Library Materials	-	-	-
7412 · Mileage	-	-	-
7415 · Trans, Travel & Education	20,000	20,000	2,552
7416 · Trans & Travel County Gara	15,000	15,000	6,929
7430 · Utilities	40,000	40,000	33,333
7565 · County Cost Plan	-	-	-
8300 · Equipment - Capital Outlay	-	-	-
<b>Total 130- Computer Operations Expenditures</b>	<b>1,505,605</b>	<b>1,505,605</b>	<b>970,978</b>
<b>Net Change in Fund Balance</b>	<b>\$ (227,741)</b>	<b>\$ (227,741)</b>	<b>\$ 194,826</b>

**SJVLS Budget to Actual  
1301- TRD ERC and Equipment Orders**

	<b>TOTAL</b>		
	<b>Original Budget</b>	<b>Current Budget</b>	<b>Actual Jul 25 - April 26</b>
<b>Revenues</b>			
3380 · Interest	\$ -	\$ -	\$ -
3575 · State Grants	-	31,174	-
4375 · Federal Grants	-	-	-
4841 · Membership Dues	-	-	-
5039 · Tech Reserve Charges	650,000	650,000	338,639
5040 · Other Cty Dpts Services	-	-	-
5501 · Projects e-Rate Earned	-	-	-
5504 · Telephone Services	-	-	-
5831 · Refunds And Abatements	-	-	-
<b>Total 1301- TRD ERC &amp; Equip Revenues</b>	<b>650,000</b>	<b>681,174</b>	<b>338,639</b>
<b>Expenditures</b>			
7005 · Sealer Paper	-	-	-
7040 · Telephone Charges	-	-	-
7055 · Food	-	-	-
7101 · General Liability Insuranc	-	-	-
7175 · Property Insurance	-	-	-
7205 · Maintenance-Equipment	-	-	-
7250 · Memberships	-	-	-
7265 · Office Expenditures	-	-	-
7268 · Postage	-	-	-
7286 · PeopleSoft Human Resources	-	-	-
7287 · PeopleSoft Financials Chg	-	-	-
7295 · Professional & Specialized	-	-	-
7296 · Data Processing Services	-	-	-
7325 · Publications & Legal Notic	-	-	-
7385 · Small Tools & Instruments	650,000	650,000	325,157
7406 · Library Materials	-	-	-
7412 · Mileage	-	-	-
7415 · Trans, Travel & Education	-	-	-
7416 · Trans & Travel County Gara	-	-	-
7430 · Utilities	-	-	-
7565 · County Cost Plan	-	-	-
8300 · Equipment - Capital Outlay	-	-	-
<b>Total 1301- TRD ERC &amp; Equip Expenditures</b>	<b>650,000</b>	<b>650,000</b>	<b>325,157</b>
<b>Net Change in Fund Balance</b>	<b>\$ -</b>	<b>\$ 31,174</b>	<b>\$ 13,482</b>

**SJVLS Budget to Actual**  
**1301.1- TRD Overdue Notices and Library Cards**

	<b>TOTAL</b>		
	<b>Original Budget</b>	<b>Current Budget</b>	<b>Actual Jul 25 - April 26</b>
<b>Revenues</b>			
3380 · Interest	\$ -	\$ -	\$ -
3575 · State Grants	-	-	-
4375 · Federal Grants	-	-	-
4841 · Membership Dues	-	-	-
5039 · Tech Reserve Charges	61,000	61,000	29,570
5040 · Other Cty Dpts Services	-	-	-
5501 · Projects e-Rate Earned	-	-	-
5504 · Telephone Services	-	-	-
5831 · Refunds And Abatements	-	-	-
<b>Total 1301.1- Notices &amp; Lib Cards Revenues</b>	<b>61,000</b>	<b>61,000</b>	<b>29,570</b>
<b>Expenditures</b>			
7005 · Sealer Paper	-	-	6,410
7040 · Telephone Charges	-	-	-
7055 · Food	-	-	-
7101 · General Liability Insuranc	-	-	-
7175 · Property Insurance	-	-	-
7205 · Maintenance-Equipment	-	-	-
7250 · Memberships	-	-	-
7265 · Office Expenditures	20,000	20,000	1,753
7268 · Postage	41,000	41,000	21,407
7286 · PeopleSoft Human Resources	-	-	-
7287 · PeopleSoft Financials Chg	-	-	-
7295 · Professional & Specialized	-	-	-
7296 · Data Processing Services	-	-	-
7325 · Publications & Legal Notic	-	-	-
7385 · Small Tools & Instruments	-	-	-
7406 · Library Materials	-	-	-
7412 · Mileage	-	-	-
7415 · Trans, Travel & Education	-	-	-
7416 · Trans & Travel County Gara	-	-	-
7430 · Utilities	-	-	-
7565 · County Cost Plan	-	-	-
8300 · Equipment - Capital Outlay	-	-	-
<b>Total 1301.1- Notices &amp; Lib Cards Expenditures</b>	<b>61,000</b>	<b>61,000</b>	<b>29,570</b>
<b>Net Change in Fund Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**SJVLS Budget to Actual  
1301.2- Tech Plan**

	<b>TOTAL</b>		
	<b>Original Budget</b>	<b>Current Budget</b>	<b>Actual Jul 25 - April 26</b>
<b>Revenues</b>			
3380 · Interest	\$ -	\$ -	\$ -
3575 · State Grants	-	-	-
4375 · Federal Grants	-	-	-
4841 · Membership Dues	-	-	-
5039 · Tech Reserve Charges	-	-	-
5040 · Other Cty Dpts Services	-	-	-
5501 · Projects e-Rate Earned	-	-	-
5504 · Telephone Services	-	-	-
5831 · Refunds And Abatements	-	-	-
<b>Total 1301.1- Notices &amp; Lib Cards Revenues</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Expenditures</b>			
7005 · Sealer Paper	-	-	-
7040 · Telephone Charges	-	-	-
7055 · Food	-	-	-
7101 · General Liability Insuranc	-	-	-
7175 · Property Insurance	-	-	-
7205 · Maintenance-Equipment	-	-	-
7250 · Memberships	-	-	-
7265 · Office Expenditures	-	-	-
7268 · Postage	-	-	-
7286 · PeopleSoft Human Resources	-	-	-
7287 · PeopleSoft Financials Chg	-	-	-
7295 · Professional & Specialized	-	-	-
7296 · Data Processing Services	-	-	-
7325 · Publications & Legal Notic	-	-	-
7385 · Small Tools & Instruments	189,500	189,500	101,769
7406 · Library Materials	75,000	75,000	136,521
7412 · Mileage	-	-	-
7415 · Trans, Travel & Education	-	-	-
7416 · Trans & Travel County Gara	-	-	-
7430 · Utilities	-	-	-
7565 · County Cost Plan	-	-	-
8300 · Equipment - Capital Outlay	-	-	-
<b>Total 1301.1- Notices &amp; Lib Cards Expenditures</b>	<b>264,500</b>	<b>264,500</b>	<b>238,290</b>
<b>Net Change in Fund Balance</b>	<b>\$ (264,500)</b>	<b>\$ (264,500)</b>	<b>\$ (238,290)</b>

**SJVLS Budget to Actual  
150- UMS Debt Collection**

	<b>TOTAL</b>		
	<b>Original Budget</b>	<b>Current Budget</b>	<b>Actual Jul 25 - April 26</b>
<b>Revenues</b>			
3380 · Interest	\$ -	\$ -	\$ -
3575 · State Grants	-	-	-
4375 · Federal Grants	-	-	-
4841 · Membership Dues	-	-	-
5039 · Tech Reserve Charges	16,000	16,000	8,776
5040 · Other Cty Dpts Services	-	-	-
5501 · Projects e-Rate Earned	-	-	-
5504 · Telephone Services	-	-	-
5831 · Refunds And Abatements	-	-	-
<b>Total 150- UMS Debt Collection Revenues</b>	<b>16,000</b>	<b>16,000</b>	<b>8,776</b>
<b>Expenditures</b>			
7005 · Sealer Paper	-	-	-
7040 · Telephone Charges	-	-	-
7055 · Food	-	-	-
7101 · General Liability Insuranc	-	-	-
7175 · Property Insurance	-	-	-
7205 · Maintenance-Equipment	-	-	-
7250 · Memberships	-	-	-
7265 · Office Expenditures	-	-	-
7268 · Postage	-	-	-
7286 · PeopleSoft Human Resources	-	-	-
7287 · PeopleSoft Financials Chg	-	-	-
7295 · Professional & Specialized	16,000	16,000	8,776
7296 · Data Processing Services	-	-	-
7325 · Publications & Legal Notic	-	-	-
7385 · Small Tools & Instruments	-	-	-
7406 · Library Materials	-	-	-
7412 · Mileage	-	-	-
7415 · Trans, Travel & Education	-	-	-
7416 · Trans & Travel County Gara	-	-	-
7430 · Utilities	-	-	-
7565 · County Cost Plan	-	-	-
8300 · Equipment - Capital Outlay	-	-	-
<b>Total 150- UMS Debt Collection Expenditures</b>	<b>16,000</b>	<b>16,000</b>	<b>8,776</b>
<b>Net Change in Fund Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**SJVLS Budget to Actual  
200- CSLA Funded Delivery**

	<b>TOTAL</b>		
	<b>Original Budget</b>	<b>Current Budget</b>	<b>Actual Jul 25 - April 26</b>
<b>Revenues</b>			
3380 · Interest	\$ -	\$ -	\$ -
3575 · State Grants	124,275	124,275	124,275
4375 · Federal Grants	-	-	-
4841 · Membership Dues	-	-	-
5039 · Tech Reserve Charges	-	-	-
5040 · Other Cty Dpts Services	-	-	-
5501 · Projects e-Rate Earned	-	-	-
5504 · Telephone Services	-	-	-
5831 · Refunds And Abatements	-	-	-
<b>Total 200- CSLA Funded Delivery Revenues</b>	<b>124,275</b>	<b>124,275</b>	<b>124,275</b>
<b>Expenditures</b>			
7005 · Sealer Paper	-	-	-
7040 · Telephone Charges	-	-	-
7055 · Food	-	-	-
7101 · General Liability Insuranc	-	-	-
7175 · Property Insurance	-	-	-
7205 · Maintenance-Equipment	-	-	-
7250 · Memberships	-	-	-
7265 · Office Expenditures	-	-	-
7268 · Postage	-	-	-
7286 · PeopleSoft Human Resources	-	-	-
7287 · PeopleSoft Financials Chg	-	-	-
7295 · Professional & Specialized	-	-	-
7296 · Data Processing Services	-	-	-
7325 · Publications & Legal Notic	-	-	-
7385 · Small Tools & Instruments	-	-	-
7406 · Library Materials	-	-	-
7412 · Mileage	-	-	-
7415 · Trans, Travel & Education	-	-	-
7416 · Trans & Travel County Gara	245,310	276,086	20,523
7430 · Utilities	-	-	-
7565 · County Cost Plan	-	-	-
8300 · Equipment - Capital Outlay	-	-	-
<b>Total 200- CSLA Funded Delivery Expenditures</b>	<b>245,310</b>	<b>276,086</b>	<b>20,523</b>
<b>Net Change in Fund Balance</b>	<b>\$ (121,035)</b>	<b>\$ (151,811)</b>	<b>\$ 103,752</b>

SJVLS Budget to Actual  
300- Communications

	<b>TOTAL</b>		
	<b>Original Budget</b>	<b>Current Budget</b>	<b>Actual Jul 25 - April 26</b>
<b>Revenues</b>			
3380 · Interest	\$ -	\$ -	\$ -
3575 · State Grants	-	-	-
4375 · Federal Grants	-	-	-
4841 · Membership Dues	285,331	285,331	285,331
5039 · Tech Reserve Charges	-	-	-
5040 · Other Cty Dpts Services	-	-	-
5501 · Projects e-Rate Earned	-	-	-
5504 · Telephone Services	-	-	-
5831 · Refunds And Abatements	-	-	-
<b>Total 300- Communications Revenues</b>	<b>285,331</b>	<b>285,331</b>	<b>285,331</b>
<b>Expenditures</b>			
7005 · Sealer Paper	-	-	-
7040 · Telephone Charges	38,400	38,400	20,943
7055 · Food	-	-	-
7101 · General Liability Insuranc	-	-	-
7175 · Property Insurance	-	-	-
7205 · Maintenance-Equipment	10,000	10,000	-
7250 · Memberships	-	-	-
7265 · Office Expenditures	-	-	-
7268 · Postage	-	-	-
7286 · PeopleSoft Human Resources	-	-	-
7287 · PeopleSoft Financials Chg	-	-	-
7295 · Professional & Specialized	82,500	82,500	53,754
7296 · Data Processing Services	3,000	3,000	-
7325 · Publications & Legal Notic	-	-	-
7385 · Small Tools & Instruments	-	-	-
7406 · Library Materials	-	-	-
7412 · Mileage	-	-	-
7415 · Trans, Travel & Education	-	-	-
7416 · Trans & Travel County Gara	-	-	-
7430 · Utilities	-	-	-
7565 · County Cost Plan	-	-	-
8300 · Equipment - Capital Outlay	-	-	-
<b>Total 300- Communications Expenditures</b>	<b>133,900</b>	<b>133,900</b>	<b>74,697</b>
<b>Net Change in Fund Balance</b>	<b>\$ 151,431</b>	<b>\$ 151,431</b>	<b>\$ 210,634</b>

**SJVLS Budget to Actual  
3301- AR Telco and Fiber Projects**

	<b>TOTAL</b>		
	<b>Original Budget</b>	<b>Current Budget</b>	<b>Actual Jul 25 - April 26</b>
<b>Revenues</b>			
3380 · Interest	\$ -	\$ -	\$ -
3575 · State Grants	-	-	-
4375 · Federal Grants			-
4841 · Membership Dues			-
5039 · Tech Reserve Charges	344,826	344,826	286,375
5040 · Other Cty Dpts Services			-
5501 · Projects e-Rate Earned	461,605	461,605	-
5504 · Telephone Services	538,395	538,395	538,395
5831 · Refunds And Abatements	-	-	93,733
<b>Total 3301- AR Telco Fiber Proj Revenues</b>	<b>1,344,826</b>	<b>1,344,826</b>	<b>918,503</b>
<b>Expenditures</b>			
7005 · Sealer Paper	-	-	-
7040 · Telephone Charges	800,000	800,000	370,375
7055 · Food	-	-	-
7101 · General Liability Insuranc	-	-	-
7175 · Property Insurance	-	-	-
7205 · Maintenance-Equipment	52,000	52,000	24,972
7250 · Memberships	-	-	-
7265 · Office Expenditures	52,826	52,826	51,295
7268 · Postage	-	-	-
7286 · PeopleSoft Human Resources	-	-	-
7287 · PeopleSoft Financials Chg	-	-	-
7295 · Professional & Specialized	-	-	-
7296 · Data Processing Services	-	-	-
7325 · Publications & Legal Notic	-	-	-
7385 · Small Tools & Instruments	240,000	240,000	9,666
7406 · Library Materials	-	-	-
7412 · Mileage	-	-	-
7415 · Trans, Travel & Education	-	-	-
7416 · Trans & Travel County Gara	-	-	-
7430 · Utilities	-	-	-
7565 · County Cost Plan	-	-	-
8300 · Equipment - Capital Outlay	-	-	109,746
<b>Total 3301- AR Telco Fiber Proj Expenditures</b>	<b>1,144,826</b>	<b>1,144,826</b>	<b>566,054</b>
<b>Net Change in Fund Balance</b>	<b>\$ 200,000</b>	<b>\$ 200,000</b>	<b>\$ 352,449</b>

**SJVLS Budget to Actual**  
**3301.1- TRD Communication Access Points and Fortinet**

	<b>TOTAL</b>		
	<b>Original Budget</b>	<b>Current Budget</b>	<b>Actual Jul 25 - April 26</b>
<b>Revenues</b>			
3380 · Interest	\$ -	\$ -	\$ -
3575 · State Grants	-	-	-
4375 · Federal Grants	-	-	-
4841 · Membership Dues	48,000	48,000	44,040
5039 · Tech Reserve Charges	-	-	-
5040 · Other Cty Dpts Services	-	-	-
5501 · Projects e-Rate Earned	-	-	-
5504 · Telephone Services	-	-	-
5831 · Refunds And Abatements	-	-	-
<b>Total 3301.1- Comm &amp; Fortinet Revenues</b>	<b>48,000</b>	<b>48,000</b>	<b>44,040</b>
<b>Expenditures</b>			
7005 · Sealer Paper	-	-	-
7040 · Telephone Charges	-	-	-
7055 · Food	-	-	-
7101 · General Liability Insuranc	-	-	-
7175 · Property Insurance	-	-	-
7205 · Maintenance-Equipment	48,000	48,000	-
7250 · Memberships	-	-	-
7265 · Office Expenditures	-	-	-
7268 · Postage	-	-	-
7286 · PeopleSoft Human Resources	-	-	-
7287 · PeopleSoft Financials Chg	-	-	-
7295 · Professional & Specialized	-	-	-
7296 · Data Processing Services	-	-	-
7325 · Publications & Legal Notic	-	-	-
7385 · Small Tools & Instruments	-	-	-
7406 · Library Materials	-	-	-
7412 · Mileage	-	-	-
7415 · Trans, Travel & Education	-	-	-
7416 · Trans & Travel County Gara	-	-	-
7430 · Utilities	-	-	-
7565 · County Cost Plan	-	-	-
8300 · Equipment - Capital Outlay	-	-	-
<b>Total 3301.1- Comm &amp; Fortinet Expenditures</b>	<b>48,000</b>	<b>48,000</b>	<b>-</b>
<b>Net Change in Fund Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 44,040</b>

**SJVLS Budget to Actual  
400- Coordination and Evaluation**

	<b>TOTAL</b>		
	<b>Original Budget</b>	<b>Current Budget</b>	<b>Actual Jul 25 - April 26</b>
<b>Revenues</b>			
3380 · Interest	\$ -	\$ -	\$ -
3575 · State Grants	-	-	-
4375 · Federal Grants	-	-	-
4841 · Membership Dues	460,396	460,396	460,396
5039 · Tech Reserve Charges	-	-	-
5040 · Other Cty Dpts Services	-	-	-
5501 · Projects e-Rate Earned	-	-	-
5504 · Telephone Services	-	-	-
5831 · Refunds And Abatements	-	-	-
<b>Total 400- Coordination &amp; Eval Revenues</b>	<b>460,396</b>	<b>460,396</b>	<b>460,396</b>
<b>Expenditures</b>			
7005 · Sealer Paper	-	-	-
7040 · Telephone Charges	-	-	-
7055 · Food	1,000	1,000	-
7101 · General Liability Insuranc	5,000	5,000	1,059
7175 · Property Insurance	4,800	4,800	8,958
7205 · Maintenance-Equipment	500	500	360
7250 · Memberships	-	-	-
7265 · Office Expenditures	15,000	15,000	-
7268 · Postage	-	-	-
7286 · PeopleSoft Human Resources	500	500	298
7287 · PeopleSoft Financials Chg	2,000	2,000	-
7295 · Professional & Specialized	594,285	594,285	337,323
7296 · Data Processing Services	-	-	-
7325 · Publications & Legal Notic	5,000	5,000	-
7385 · Small Tools & Instruments	-	-	-
7406 · Library Materials	-	-	-
7412 · Mileage	500	500	-
7415 · Trans, Travel & Education	-	-	-
7416 · Trans & Travel County Gara	-	-	-
7430 · Utilities	-	-	-
7565 · County Cost Plan	12,000	12,000	20,259
8300 · Equipment - Capital Outlay	-	-	-
<b>Total 400- Coordination &amp; Eval Expenditures</b>	<b>640,585</b>	<b>640,585</b>	<b>368,257</b>
<b>Net Change in Fund Balance</b>	<b>\$ (180,189)</b>	<b>\$ (180,189)</b>	<b>\$ 92,139</b>

SJVLS Budget to Actual  
600- Cataloging Center

	<b>TOTAL</b>		
	<b>Original Budget</b>	<b>Current Budget</b>	<b>Actual Jul 25 - April 26</b>
<b>Revenues</b>			
3380 · Interest	\$ -	\$ -	\$ -
3575 · State Grants	-	-	-
4375 · Federal Grants	-	-	-
4841 · Membership Dues	88,299	88,299	88,299
5039 · Tech Reserve Charges	-	-	-
5040 · Other Cty Dpts Services	-	-	-
5501 · Projects e-Rate Earned	-	-	-
5504 · Telephone Services	-	-	-
5831 · Refunds And Abatements	-	-	-
<b>Total 600- Cataloging Center Revenues</b>	<b>88,299</b>	<b>88,299</b>	<b>88,299</b>
<b>Expenditures</b>			
7005 · Sealer Paper	-	-	-
7040 · Telephone Charges	-	-	-
7055 · Food	-	-	-
7101 · General Liability Insuranc	-	-	-
7175 · Property Insurance	-	-	-
7205 · Maintenance-Equipment	-	-	-
7250 · Memberships	-	-	-
7265 · Office Expenditures	-	-	-
7268 · Postage	-	-	-
7286 · PeopleSoft Human Resources	-	-	-
7287 · PeopleSoft Financials Chg	-	-	-
7295 · Professional & Specialized	124,200	124,200	115,761
7296 · Data Processing Services	-	-	-
7325 · Publications & Legal Notic	-	-	-
7385 · Small Tools & Instruments	-	-	5,590
7406 · Library Materials	-	-	-
7412 · Mileage	-	-	-
7415 · Trans, Travel & Education	-	-	-
7416 · Trans & Travel County Gara	-	-	-
7430 · Utilities	-	-	-
7565 · County Cost Plan	-	-	-
8300 · Equipment - Capital Outlay	-	-	-
<b>Total 600- Cataloging Center Expenditures</b>	<b>124,200</b>	<b>124,200</b>	<b>121,351</b>
<b>Net Change in Fund Balance</b>	<b>\$ (35,901)</b>	<b>\$ (35,901)</b>	<b>\$ (33,052)</b>

SJVLS Budget to Actual  
800- Online Materials

	<b>TOTAL</b>		
	<b>Original Budget</b>	<b>Current Budget</b>	<b>Actual Jul 25 - April 26</b>
<b>Revenues</b>			
3380 · Interest	\$ -	\$ -	\$ -
3575 · State Grants	-	-	-
4375 · Federal Grants	-	-	-
4841 · Membership Dues	140,110	140,110	140,111
5039 · Tech Reserve Charges	-	-	-
5040 · Other Cty Dpts Services	-	-	-
5501 · Projects e-Rate Earned	-	-	-
5504 · Telephone Services	-	-	-
5831 · Refunds And Abatements	-	-	-
<b>Total 800- Online Materials Revenues</b>	<b>140,110</b>	<b>140,110</b>	<b>140,111</b>
<b>Expenditures</b>			
7005 · Sealer Paper	-	-	-
7040 · Telephone Charges	-	-	-
7055 · Food	-	-	-
7101 · General Liability Insuranc	-	-	-
7175 · Property Insurance	-	-	-
7205 · Maintenance-Equipment	-	-	-
7250 · Memberships	3,400	3,400	3,240
7265 · Office Expenditures	-	-	-
7268 · Postage	-	-	-
7286 · PeopleSoft Human Resources	-	-	-
7287 · PeopleSoft Financials Chg	-	-	-
7295 · Professional & Specialized	234,280	234,280	241,138
7296 · Data Processing Services	-	-	-
7325 · Publications & Legal Notic	-	-	-
7385 · Small Tools & Instruments	-	-	-
7406 · Library Materials	50,400	50,400	38,617
7412 · Mileage	-	-	-
7415 · Trans, Travel & Education	-	-	-
7416 · Trans & Travel County Gara	-	-	-
7430 · Utilities	-	-	-
7565 · County Cost Plan	-	-	-
8300 · Equipment - Capital Outlay	-	-	-
<b>Total 800- Online Materials Expenditures</b>	<b>288,080</b>	<b>288,080</b>	<b>282,995</b>
<b>Net Change in Fund Balance</b>	<b>\$ (147,970)</b>	<b>\$ (147,970)</b>	<b>\$ (142,884)</b>

**Admin Council Board Report  
CLSA Status Report - FY 25-26**

Report Date 4/30/2026

Operations Type	Adopted Budget	CLSA Approved Rate	Total Expenses	Pending Expenses (Aug-March)	Estimate Charges	Total Projected Expenses	Excess "-" (fund by SJVLS reserves) Unspent "+"	Comments
Delivery - Basic & Sorting	276,086	124,400	20,523	184,060	-	204,583	(80,183)	
E-Resources Bibliotheca Cloud Library	-	-	-	-	-	-	-	
	<b>276,086</b>	<b>124,400</b>	<b>20,523</b>	<b>184,060</b>	<b>-</b>	<b>204,583</b>	<b>(80,183)</b>	
FY 24-2025 Rollover	-	-	-	-	-	-	-	
<b>Grand Total</b>	<b>276,086</b>	<b>124,400</b>	<b>20,523</b>	<b>184,060</b>	<b>-</b>	<b>204,583</b>	<b>(80,183)</b>	

Budget amendment approved:

**Basic CLSA Service Plan Expenditure**

CLSA Allocation	\$ -
Basic Delivery	\$ 276,086
E-Resources	\$ -
Online Materials rollover	\$ -

**Total System Delivery Costs**

Basic Delivery Costs:	\$ 204,583	
Extra Delivery Stops:	\$ -	
	<b>\$ 204,583</b>	Total System Delivery Expenditure
Online Materials rollover	\$ -	

**Total fundings Sources Delivery System**

CLSA Funds	\$ 124,400	Basic
Local Fund Reserve	\$ 151,686	Basic
Madera	\$ -	Premium
	<b>\$ 276,086</b>	Total System Delivery Funding

CLSA Amended Service Plan :

Reviewed annually in January for amendment

**Online Materials**

**Financial Update - FY 25-26**

**Report Date**

4/30/2026

Vendor	Budget Amount	Total Expenses	Prepaid Portion Subscription	Unspent	Comments
<b>Funding Source: Membership (cost center 0800)</b>					
Ebooks Bibliotheca (E Resources)	55,400	54,567	-	833	
Pronunciator	30,000	23,333	7,000	(333)	
Cengage-Gale Database	33,000	33,000	-	-	Gale General Database Pkg
Cengage -Gale	35,000	36,787		(1,787)	Education and Career module & Info Science
Califa- Quipu E Card Registration & Membership	14,680	14,192	-	489	
Brainfuse, LLC (HelpNow, VetNow), Tutor.com	120,000	121,117	27,500	(28,617)	
ERC Committee -	-	-	-	-	
	288,080	282,995	34,500	(29,415)	
<b>Funding Source: CLSA Other (cost center 0201)</b>					
Bibliotheca Cloud Library (E Resources)	-	-	-	-	
Additional Online Materials Resources	-	-	-	-	
	-	-	-	-	
<b>Grand Total</b>	<b>288,080</b>	<b>282,995</b>	<b>34,500</b>	<b>(29,415)</b>	

	Budget Amount	Total Expenses	Prepaid Portion Subscription	Unspent
<b>Total Funding Sources:</b>	<b>\$ 288,080</b>	<b>\$ 282,995</b>	<b>\$ 34,500</b>	<b>\$ (29,415)</b>

**SJVLS  
BALANCE SHEET - SYSTEM WIDE  
APRIL 30, 2026**

	<b>4/30/2026</b>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
0110 · Cash In Treasury	\$ 4,451,883
0115 · Chase AP - 3522	59,114
0121 · Chase Merchant - 3506	23,634
0190 · Restricted Cash - Tech Reserve	3,915,426
<b>Total Checking/Savings</b>	8,450,057
<b>Accounts Receivable</b>	
0350 · Accounts Receivable	115,295
0353 · E-Rate Receivable	90,530
<b>Total Accounts Receivable</b>	205,825
<b>Other Current Assets</b>	
0400 · Inventory	4,607
<b>Total Other Current Assets</b>	4,607
<b>Total Current Assets</b>	8,660,489
<b>Other Assets</b>	
0510 · Prepaid Expenses	82,585
<b>Total Other Assets</b>	82,585
<b>TOTAL ASSETS</b>	<b>\$ 8,743,074</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
1210 · Accounts Payable	\$ 2,815
<b>Total Accounts Payable</b>	2,815
<b>Other Current Liabilities</b>	
1435 · Tech Reserve Advances	
1435.01 · Coalinga Tech Reserve	68,471
1435.02 · Fresno Tech Reserve	1,762,764
1435.03 · Kern Tech Reserve	505,685
1435.04 · Kings Tech Reserve	199,314
1435.05 · Madera Tech Reserve	146,908
1435.06 · Mariposa Tech Reserve	121,084
1435.07 · Merced Tech Reserve	275,861
1435.08 · Porterville Tech Reserve	397,888
1435.09 · Tulare County Tech Reserve	443,530
1435.10 · Tulare Public Tech Reserve	8,922
<b>Total 1435 · Tech Reserve Advances</b>	3,930,427
1437 · Due To Other Funds-Agencies	23,619
1710 · Unearned Revenue	6,007
<b>Total Other Current Liabilities</b>	3,960,053
<b>Total Current Liabilities</b>	3,962,868
<b>Total Liabilities</b>	3,962,868
<b>Equity</b>	
2230 · Fund Balance - Unassigned	3,588,943
2231 · Fund Balance - Assigned	1,191,263
<b>Total Equity</b>	4,780,206
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>\$ 8,743,074</b>

**DATE:** May 29, 2026  
**TO:** SJVLS Administrative Council  
**SUBMITTED BY:** Chris Wymer – Administrative Librarian  
**SUBJECT:** Approve 2026-27 Meeting Schedule

**RECOMMENDED ACTION:**

1. Approve the attached list of proposed Administrative Council meeting dates and locations for FY 2026-27.

Approval of the recommended action will establish a tentative schedule for Administrative Council meetings for the upcoming fiscal year.

**ALTERNATIVE ACTION(S):**

If the attached dates have any conflicts with known scheduled events, Admin Council can amend the proposed schedule. Meeting locations can also be modified at the recommendation of Council members.

**FISCAL IMPACT:**

Approval of the recommended action will not have an impact on membership fees or make changes to SJVLS's budget.

**DISCUSSION:**

The proposed Administrative Council meeting schedule is being provided to allow Council members to plan around meeting dates. The final meeting of the year is scheduled a week earlier to account for the State Library's deadline to submit the CLSA Plan of Service for the upcoming fiscal year and allow SJVLS to have the Plan of Service approved and submitted on time.

**PRIOR AGENDA REFERENCE:**

No prior reference.

**ATTACHMENTS INCLUDED AND/OR ON FILE:**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_  
 \_\_\_\_\_ PASSED \_\_\_\_\_ REJECTED

## SJVLS Administrative Council Meeting Schedule FY 2026-27

<b>Date</b>	<b>Location</b>
August 7, 2026	Springville Library
October 2, 2026	Madera Main Library
December 4, 2026	Teleconference
February 5, 2027	Teleconference
April 2, 2027	Tulare Public Library
May 28, 2027	Teleconference

**DATE:** May 29, 2026

**TO:** SJVLS Administrative Council

**SUBMITTED BY:** Chris Wymer – Administrative Librarian

**SUBJECT:** 2026-27 Admin Council Chair Rotation

**RECOMMENDED ACTION:**

1. Approve appointing Mariposa County Librarian, Matt Johnson, as the SJVLS Administrative Council Chair for FY 2026-27.
2. Approve appointing Kings County’s County Librarian, as the SJVLS Administrative Council Vice Chair for FY 2026-27.

Approval of the recommended action will appoint Mariposa County Librarian, Matt Johnson as Chair, and Kings County’s County Librarian as Vice Chair in the upcoming fiscal year.

**ALTERNATIVE ACTION(S):**

Alternatively, Administrative Council could elect to keep the current chair rotation schedule or propose a different schedule.

**FISCAL IMPACT:**

There is no fiscal impact associated with this agenda item.

**DISCUSSION:**

Based on the revised Administrative Council Chair Rotation Schedule that was approved in 2025-26, next year’s Administrative Council Chair is scheduled to be Mariposa’s County Librarian, and the Vice Chair is Kings County.

**PRIOR AGENDA REFERENCE:**

Administrative Council Agenda – May 24, 2025. Item #1.

**ATTACHMENTS INCLUDED AND/OR ON FILE:**

Attachment – Administrative Council Chair Rotation Schedule

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

\_\_\_\_\_ PASSED                      \_\_\_\_\_ REJECTED

**SJVLS Administrative Council**  
**Chair Rotation Schedule**  
**FYs 2025-2026 through 2034-2035**

<b>Fiscal Year</b>	<b>Chair</b>	<b>Vice Chair</b>
2025-26	Tulare City	Mariposa County
2026-27	Mariposa County	Kings County
2027-28	Kings County	Porterville
2028-29	Porterville	Coalinga-Huron
2029-30	Coalinga-Huron	Kern County
2031-32	Kern County	Merced County
2032-33	Merced County	Tulare County
2033-34	Tulare County	Fresno County
2034-35	Fresno County	Madera County

**DATE:** May 29, 2026  
**TO:** SJVLS Administrative Council  
**SUBMITTED BY:** Chris Wymer – Administrative Librarian  
**SUBJECT:** Approve 2026-27 CLSA Plan of Service

**RECOMMENDED ACTION:**

1. Approve the submission of our FY 2026-27 CLSA Plan of Service to the State Library.

Approval of the recommended action will authorize the FY 2026-27 Administrative Council Chair to sign the FY 2026-27 Plan of Service and authorize the Administrative Librarian to submit the Plan of Service to the State Library.

**ALTERNATIVE ACTION(S):**

Alternatively, Administrative Council could elect to revise how SJVLS intends to spend the CLSA allocation to focus on providing a different service to underserve populations. If this is selected, Administrative Council will need to determine how to fund the portion of intra system delivery that would have been funded by CLSA. The Plan of Service will also have to be re-written to reflect the change in service or services provided.

**FISCAL IMPACT:**

Approval of the recommended action will increase System revenues in the amount of \$124,275, with all the funding being allocated to Delivery Services.

**DISCUSSION:**

SJVLS’s California Library Services Act (CLSA) allocation for fiscal year 2026-27 is \$124,560. Funding for CLSA was left at the same level as last fiscal year. Like previous years, SJVLS intends to use the full CLSA allocation to fund a portion of the costs of operating Delivery Services.

This year we will continue to track and measure the same outputs as we did in FY 2024-25 and 2025-26, which is the number of materials exchanged between our member libraries as well as the number of holds sent to a member where the member does not own a copy of the title being requested.

**PRIOR AGENDA REFERENCE:**

No prior reference

**ATTACHMENTS INCLUDED AND/OR ON FILE:**

Attachment – FY 2026-27 CLSA Plan of Service

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

\_\_\_\_\_ PASSED \_\_\_\_\_ REJECTED



**SJVLS CLSA Plan of Service FY 2026-27**

Prepared by San Joaquin Valley Library System 1  
for California State Library 2026-2027 California Library Service Act

**Primary Contact: Christopher Wymer**

## Opportunity Details

### Opportunity Information

Title

2026-2027 California Library Service Act

Description

California Library Services Act allocations provides funding to the nine cooperative library systems across the state to facilitate communication, delivery and resource sharing.

Awarding Agency Name

California State Library

Agency Contact Name

Monica Rivas

Agency Contact Phone

916-603-7159

Agency Contact Email

monica.rivas@library.ca.gov

Program

2026-2027\_California Library Services Act

Fund Activity Categories

Public Link

<https://www.gotomygrants.com/Public/Opportunities/Details/c4a3a65a-9e61-419d-bdf7-12ea2e919354>

### Funding Information

Funding Sources

State

### Award Information

Award Period

Starts 07/01/2026



## Project Information

### Application Information

Application Name

SJVLS CLSA Plan of Service FY 2026-27

Award Requested

\$124,560.00

Total Award Budget

\$124,560.00

### Primary Contact Information

Name

Christopher Wymer

Email Address

christopher.wymer@sjvls.org

Address

2420 Mariposa St  
Fresno, CA 93721

Phone Number

559-600-6256



## Project Description

### Applicant Information

This form does not auto-save your work. Click the Save button often.

To increase the size of the text, press the "Ctrl" and the "+" buttons on your keyboard at the same time.

1. Applicant Organization Name

San Joaquin Valley Library System

2. Select the Applicant Organization Type

- Academic Library, Elementary School Library, Secondary School Library or Research Library
- California Government Agency (Note: Government agencies applying on behalf of a library they directly operate should select the appropriate library category.)
- California Public Library
- Library Friends or Foundation Group
- Library Consortium (Includes any local, statewide, regional, interstate or international cooperative association of library entities which provides for the systematic and effective coordination of the resources of school, public, academic and special libraries and information centers, for improved services for the clientele of such library entities.)
- Nonprofit (Note: Library Friends Groups or Library Foundations applying should select Library Friends or Foundation Group.)
- Other

3. Will the project proposed be implemented at or in conjunction with a California public library?

- Yes
- No

3c. Name of location where project will be implemented

San Joaquin Valley Library System Jurisdiction

4. Organization's Federal Employee Identification Number (EIN)

26-3496816

### Application Certification

#### Application Certification Upload Instructions

1. Download the Application Certification Template below.
2. The Authorized Representative signs for your project.
3. Upload your completed form by using "Choose File" button below.

Application Certification Template

Application Certification And Signature Page-2425.docx

Upload your completed Certification and Signature page. Your file name should follow the format OpportunityName\_Certification\_OrganizationName. Example: InspirationGrant\_Certification\_CaliforniaStateLibrary. Acceptable file formats include PDF, Word (.doc, .docx), Excel (.xlsx), JPEG/JPG, and PNG.

### Authorized Representative

The Authorized Representative is the legally designated representative of the applicant organization. The



**legally designated representative has the legal authority to enter into an agreement executing the agreement and is authorized to receive and expend funds in order to administer the proposed grant project. The individual designated in the application as the Authorized Representative will be responsible for signing any potential award materials requiring signature such as award agreement, payment claim forms, report forms and budget modification requests. The Authorized Representative must have signatory power within the applicant organization.**

Authorized Representative First and Last Name.

Chris Wymer

Authorized Representative Title

Administrative Librarian

Authorized Representative Email

christopher.wymer@sjvls.org

Authorized Representative Phone (Use the format 123-456-7890)

559-600-6256

Authorized Representative Street Address

2420 Mariposa St

Authorized Representative City

Fresno

Authorized Representative Postal Code (Use the format 12345 or 12345-6789)

93721

**Recipient Manager**

**The Recipient Manager is the main contact for the proposed project. Typically they are responsible for communicating with the State Library on a day to day basis, carrying out project activities and submitting reporting for grants. The State Library has previously referred to this role as a Project Coordinator.**

Recipient Manager First and Last Name

Chris Wymer

Recipient Manager Title

Administrative Librarian

Recipient Manager Email

christopher.wymer@sjvls.org

Recipient Manager Phone (Use the format 123-456-7890)

559-600-6256



## Project Details

This form does not auto-save your work. Click the green Save button often.

To increase the size of the text, press the "Ctrl" and the "+" buttons on your keyboard at the same time.

### 1. Primary Project Audience: Identify the audience(s) for this project.

Select all that apply

- Adults
- Families
- Immigrants/Refugees
- Intergenerational Groups (Excluding Families)
- Library Staff, Volunteers, and/or Trustees
- Low Income
- Non/Limited English Speaking
- People with Disabilities
- People with Limited Functional Literacy
- Pre-School Children
- Rural Populations
- School Age Children
- Senior Citizens
- Statewide Public
- Suburban Populations
- Unemployed
- Urban Populations
- Young Adults and Teens
- LGBTQ+
- Not Specific Primary Audience
- Other

2. **Abstract:** Provide a brief summary of your project including what you will do, for whom, and for what expected benefit. This statement may be used for publicity purposes. (Word limit: 60)

[See Project Description & Brief Abstract Writing Examples for an example.](#)

Question 2 Response:

SJVLS will utilize our 2026-27 CLSA funding to cover a portion of the costs to operate intra system delivery, which facilitates the exchange of materials between our member libraries and allows underserved patrons to access significantly more titles than they would have access to only at their local library.

3. **Project Description:** Provide a description that will enable the reviewers to understand the overall project if they were to read only this response and no other part of the application. (Word limit: 300)

See [Project Description & Brief Abstract Writing Examples](#) for an example.

The text should be a summary of:

- the needs and aspirations your project responds to
- your planned activities
- how the activities you propose will achieve your desired outcomes and goal

**Organize your text in a readable format. Use subheadings as needed.**

Question 3 Response:

The San Joaquin Valley Library System (SJVLS) serves diverse populations of residents spread over a large geographic area, spanning from Mariposa County in the north to Kern County in the south. The ten library jurisdictions that comprise SJVLS contain a mixture of urban and rural libraries. Many of the rural locations are geographically isolated and the only library branch available to residents in the community. The rural locations are smaller in size and have limited space for materials. As a result, patrons of these libraries rely on the ability to request items from larger branches within SJVLS in order to significantly augment the number of materials available to them.

Due to the continued reduction of CLSA funding, SJVLS has a single goal for our Communication and Delivery funding in fiscal year 2025-26, to be able to continue subsidizing the cost of intra system delivery of materials between our member library branches as much as possible. SJVLS will utilize our full CLSA allocation to subsidize a portion of the costs of operating delivery and will have to withdraw funds from reserves to fully fund intra system delivery without billing our members for the service.

The combination of SJVLS’s shared ILS and intra system delivery allows patrons at any SJVLS library branch to have access to significantly more titles than they would have at their local library alone. The table below shows the number of distinct titles owned by each of our members along with the number of additional titles they gain access to through the shared ILS and intra system delivery service.

Member	Owned Titles	Additional Titles	Total SJVLS Titles
Coalinga-Huron	70,488	596,929	780,431
Fresno County	311,409	406,315	780,431
Kern County	326,624	361,936	780,431
Kings County	92,807	585,221	780,431
Madera County	132,934	535,598	780,431
Mariposa County	58,451	605,870	780,431
Merced County	106,589	565,431	780,431
Porterville City	43,790	619,920	780,431
Tulare County	139,460	530,220	780,431
Tulare Public	73,401	595,303	780,431

**4. Agency Alignment:** Describe how the proposed project aligns with your agency’s mission, values, strategic plan, goals, and/or other activities. (Word limit: 150)

Question 4 Response:

SJVLS’s mission and vision statement are: “SJVLS leads and encourages collaboration to transform our respective communities through innovation, networking, resource sharing and access to technology.”

Our current goals, as identified in our Technology Plan, are to modernize our network infrastructure, streamline



our eContent offerings, improve patron-facing network infrastructure, establish more working groups among our member library staff, and continue to pursue funding opportunities to upgrade network infrastructure.

Unfortunately, due to the insufficient funding provided by CLSA, the only goal SJVLS can pursue with CLSA funds is resource sharing amongst our member libraries.

**5. Is this a brand new project?**

A new project is one that has not been implemented before at your organization. This is a project that you are starting from scratch.

Question 5 Response:

- Yes
- No

**5b. Impact to Date: Describe the project’s current status, any results, lessons learned, and impact to date. (Word limit: 150)**

Question 5b Response:

SJVLS continues to transit physical materials between our member libraries to ensure all library patrons have access to a diverse range of materials to meet their interests or needs. At this point in the 2025-26 fiscal year all members have benefited from system delivery. Coalinga-Huron patrons requested 1,411 titles their libraries did not own. Fresno County patrons requested 86,589 titles. Kern County patrons requested 54,089 titles. Kings County patrons requested 15,143 titles. Madera County patrons requested 15,657 titles. Mariposa County patrons requested 7,737 titles. Merced County patrons requested 30,818 titles. Porterville City patrons requested 6,424 titles. Tulare County patrons requested 27,653 titles. Tulare City patrons requested 10,184 titles.

**6. Is this project expected to continue beyond the grant period to implement fully?**

- Yes
- No

**7. Focus Population: Who is the focus population for this project? (Word limit: 50)**

Describe the focus population for your proposed project.

Question 7 Response:

This project will focus on serving all patrons of SJVLS member libraries.

**8. How does this proposed project address barriers and needs experienced by the focus population and align with the population’s strengths and aspirations? (Word limit: 150)**

Describe how what you plan to do will help address the barriers and unmet needs and align with the aspirations of the focus population.

Question 8 Response:

This project addresses barriers and needs experienced by the focus population by ensuring all residents of our service area are able to use all the materials at any of our member libraries simply by placing a request and selecting the library where they wish to pick it up. Because many of our libraries are located in rural areas where residents do not have other libraries nearby, their biggest need is the ability to obtain items without having to travel to another library branch.



**9. How will you connect with the focus population, inform them about the project, remove barriers, and encourage their participation? (Word limit: 300)**

Describe your outreach efforts to connect the focus population with the project, increase their participation, and address obstacles to their participation.

Question 9 Response:

SJVLS relies on our member libraries to perform outreach to their service populations and ensure they are aware of the opportunity to request items from other libraries and have them sent directly to their library.

**10. If applicable, how is your project being created, planned, and implemented in collaboration with the focus population? (Word limit: 300)**

Describe how members of the focus population are working and will work with you on the project as you create, plan, and implement it.

Question 10 Response:

SJVLS does not meet with or work with a focus population when determining how to implement CLSA funds. We do not receive enough funding to be able to take a targeted approach, or support multiple projects. It's not feasible.

**11. Project Outputs:** List your anticipated project outputs. Include services to be provided and/or products to be created in this project as well as the approximate number of each.

Outputs are quantifiable measures of services and/or products to be created or provided. Be sure to include the number of people you anticipate will participate in and/or benefit from each activity, if applicable.

**Example list of outputs:**

- 2000 items delivered to System libraries
- 5 libraries participating in Overdrive
- one outcomes survey developed

Question 11 Response:

One delivery service will be operated and approximately 700,000 items will be transited between our 103-member library branches, either to fill holds or to return to their home locations, with a significant percentage of the holds delivered being items that were not available in the receiving library's jurisdiction.

**12. Additional Evaluation:** Describe plans, if any, for evaluating the impact of your project in response to your stated need. (Word limit: 300)

Question 12 Response:

To evaluate whether partially funding intra system delivery results in positive outcomes, SJVLS will continue to track the number of items exchanged between our members, both to fill holds as well as returning items, as well as the number of times an item filled a hold where the receiving library system did not own a copy of the title. This will be tracked by monitoring the number of items sent to fill holds each day where the receiving library of the hold does not have an item record linked to the bibliographic record for the title.

SJVLS defines positive outcomes for intra system delivery as continuing to see sustained exchange of items between our member libraries, as well as having at least 25% of the items filling holds for a jurisdiction being items the jurisdiction did not own.



**13. Future Plans:** How will this project be supported and sustained in the future? How will you share successes and lessons learned? (Word limit: 150)

Question 13 Response:

This project will be supported and sustained into the future by continuing to use any State funding allocated to resource sharing to offset the increasing costs of operating a delivery system. Should funding continue to be insufficient, SJVLS have to find a formula to share the additional costs among our members and bill them for the service. In a time of shrinking budgets and increasing costs, this will have a negative effect on the materials and services libraries can offer to their communities, because they'll have to expend more funds to continue offering and supporting exchange of materials between members.

**14. Project Partner:** Do you have a project partner to report? Project Partners are invited but not required.

A partner is an organization that will contribute resources to your project (materials, funds, staff, etc.) and with which you have a signed agreement.

Contractors paid for their involvement with the project are NOT partners.

Question 14 Response

- Yes
- No

**15. Community Connections:** A community connection is a cooperating institution or agency with which the applicant works to achieve project goals but with which the applicant might not have a formal, signed agreement.

Organizations or individuals who are contractors under the project are not considered community connections.

Community Connections are invited but not required.

Do you have a community connection to report?

- Yes
- No

**16. Project Partner and Community Connection Letters of Support:** Attach any letters of support to your application. This is invited but not required.

Acceptable file formats include PDF, Word (.doc, .docx), Excel (.xlsx), JPEG/JPG, and PNG.

Your letters of support should be named OpportunityName\_LetterofSupport1\_OrganizationName

If you have more than one letter of support, click Choose File again to upload multiple files.

Upload Letters of Support Here:

## Plan of Service -CLSA Specific Information

This form does not auto-save your work. Click the green Save button often.

To increase the size of the text, press the "Ctrl" and the "+" buttons on your keyboard at the same time.

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### Summary of Library Participation - Resources, Services, and Programs

List below each of the the resources, services, and programs that will be provided and supported with your CLSA funds. For each one identify the participating libraries and, if applicable, why non-participating libraries are not participating.

1. First resource, service, or program provided to your member libraries using CLSA funds.

Service Name: Intra System Delivery  
Participating Libraries: all

1b. Do you have another resource, service or program you provide?

- Yes  
 No

### Demographics of System Service Area

This section provides information on the System population profile. Below, please enter the requested underserved population information for your system.

2. Total population of System service area.

3067351

3. Economically Disadvantaged (below poverty level) population

546765

4. Institutionalized population

77427

5. Population aged 65+

375955

6. Children and youth population - Under 5 years of age

212573

6b. Children and youth population - 5 to 9 years of age

232871

6c. Children and youth population - 10 to 14 years of age

259700

6d. Children and youth population - 15 to 19 years of age

241632

7. Persons with disabilities



356569

8. Speakers of limited English or English as a Second language population

540294

9. Non-English speaking population

540294

10. Ethnicity - Black

166115

10b. Ethnicity - Hispanic

1763800

10c. Ethnicity - Asian

257984

10d. Ethnicity - Native American

104591

10e. Ethnicity - Other

15574

11. Geographically isolated population (Rural)

471261

12. Functionally illiterate population

474231

13. Homebound population

137964

**Budget**

**Prior Year Unused Funds - Budget**

In the field below please upload the budget spreadsheet showing how you plan to spend any unused funds from fiscal year 2023-24 and 2024-25. You will enter your projected budget for the current fiscal year (2025-26) in the budget form included as part of this application.

This spreadsheet was sent to you via email along with the application login information and AmpliFund instructions. It has also been attached below.

If you do not have any remaining funds from prior fiscal years you may skip this question.

Prior Fiscal Year Spreadsheet

Prior Fiscal Year CLSA Budget Form.xlsx

Budget Spreadsheet

Prior Fiscal Year CLSA Budget Form ( April 2026).xlsx



## Project Activities: Content

This form does not auto-save your work. Click the Save button often.

To increase the size of the text, click the "Ctrl" and "+" buttons on your keyboard at the same time.

What activities will be used to accomplish your project and achieve your outcomes?

- An Activity is an action or actions that help you accomplish the goal of your project.
- Your project will likely have between one and four activities.
- You should only report on major activities.
- Include all activities that account for at least 10% of your project budget.
- Routine actions such as purchasing supplies to support programs are not activities.

There are five categories of activities you can select from.

- **Instruction:** Involves an interaction for knowledge or skill transfer.
- **Content:** Involves the acquisition, development, or transfer of information.
- **Planning/Evaluation:** Involves design, development, or assessment of a project, program, service, operation, resource and/or user group.
- **Procurement:** Involves purchasing facilities, equipment/supplies, hardware/software, or other materials (not content) that support general library infrastructure.
- **Infrastructure:** Involves all phases of construction or maintenance of physical spaces or communications systems including, planning, and design.

Each activity category has a dedicated application form. Please be sure to use the correct form to enter activities for your project.

**Content Activities:** Involve the acquisition, development, or transfer of information.

Content activities are further categorized by:

### Type

- **Acquisition:** Selecting, ordering, and receiving materials. May also include obtaining software or hardware for the purpose of storing and/or retrieving information.
- **Creation:** Design or production of an information tool or resource such as digital objects, curricula, manuals. Includes digitization or the process of converting data to digital format.
- **Description:** Apply standardization descriptive to items in a collection for the purposes of intellectual control, organization, and retrieval.
- **Lending:** Circulation of materials, both general circulation and reserves. May also refer to the physical or electronic delivery of documents from a library collection to a library user, upon request.
- **Preservation:** Effort that extends the life or useful life of a living or non-living collection, the individual items or entities included in a collection, or a structure, building, or site by reducing the likelihood or speed of deterioration.

### Format

- **Digital (computer-mediated).** The term includes commercial or not-commercial hardware, software, and/or data transfer connections and protocols, systems at any scale, and metadata.
- **Physical (medium in or on which information [data, sound, images, etc.] is stored [for example, paper, film, magnetic tape or disk, etc.].** The medium may be encased in a protective housing made of another material [plastic, metal, etc.]
- **Combined digital and physical.**



**Who the activity directed is directed at**

- **Library workforce (includes volunteers and trustees)**
- **General Population**

Do you have a Content activity to report?

- Yes
- No

Content Activity Name

Intra System Delivery

Content Activity Description: Provide a brief summary of your activity including what you will do and how you will do it, for whom, and for what expected benefit. (Word Limit: 90-160)

SJVLS contracts with Fresno County Public Library to provide delivery of materials between our member library headquarters. This service transits materials, either sending materials to fill patron requests, or to return the items to their home library. Delivery occurs 3 days a week, on Mondays, Wednesdays, and Fridays. This is an essential service that SJVLS provides its members and is the primary reason we operate a shared catalog and wide area network.

Choose the Content Type that best describes the content activity.

- Content - Acquisition: Selecting, ordering, and receiving materials. May also include obtaining software or hardware for the purpose of storing and/or retrieving information.
- Content - Creation: Design or production of an information tool or resource such as digital objects, curricula, manuals. Includes digitization or the process of converting data to digital format.
- Content - Description: Apply standardization descriptive to items in a collection for the purposes of intellectual control, organization, and retrieval.
- Content - Lending: Circulation of materials, both general circulation and reserves. May also refer to the physical or electronic delivery of documents from a library collection to a library user, upon request.
- Content - Preservation: Effort that extends the life or useful life of a living or non-living collection, the individual items or entities included in a collection, or a structure, building, or site by reducing the likelihood or speed of deterioration.

Choose the format that best describes the Content.

- Digital (computer-mediated). The term includes commercial or not-commercial hardware, software, and/or data transfer connections and protocols, systems at any scale, and metadata.
- Physical (medium in or on which information [data, sound, images, etc.] is stored [for example, paper, film, magnetic tape or disk, etc.]. The medium may be encased in a protective housing made of another material [plastic, metal, etc.])
- Combined digital and physical.

Is the activity directed at the library workforce (includes volunteers and trustees) or the general population?

- Library workforce
- General population

Do you have a second Content activity to report?

- Yes
- No

If No, scroll to the bottom of page



## Project Activities: Planning/Evaluation

This form does not auto-save your work. Click the Save button often.

To increase the size of the text, click the "Ctrl" and "+" buttons on your keyboard at the same time.

What activities will be used to accomplish your project and achieve your outcomes?

- An Activity is an action or actions that help you accomplish the goal of your project.
- Your project will likely have between one and four activities.
- You should only report on major activities.
- Include all activities that account for at least 10% of your project budget.
- Routine actions such as purchasing supplies to support programs are not activities.

There are five categories of activities you can select from.

- **Instruction:** Involves an interaction for knowledge or skill transfer.
- **Content:** Involves the acquisition, development, or transfer of information.
- **Planning/Evaluation:** Involves design, development, or assessment of a project, program, service, operation, resource and/or user group.
- **Procurement:** Involves purchasing facilities, equipment/supplies, hardware/software, or other materials (not content) that support general library infrastructure.
- **Infrastructure:** Involves all phases of construction or maintenance of physical spaces or communications systems including, planning, and design.

Each activity category has a dedicated application form. Please be sure to use the correct form to enter activities for your project.

**Planning/Evaluation Activities:** Involves design, development, or assessment of a project, program, service, operation, resource and/or user group.

Planning/Evaluation activities are further categorized by:

### Type

- **Retrospective:** Effort that involves historical assessments of the condition of a project, program, service, operation, resource and/or user group
- **Prospective:** Effort that involves assessments of a future condition of a project, program, service, operation, resource, and/or user group

### Format

- **In-house:** Conducted by people within your organization
- **Third-party:** Conducted by an outside individual or group, such as a consultant

### Who the activity is directed at

- **Library workforce (includes volunteers and trustees)**
- **General population**

Grantees that implement Planning/Evaluation activities directed at the library workforce are required to gather and submit outcomes data using survey questions provided by IMLS. For guidance on Outcome Surveys, visit [Outcome Survey Information](#).

Do you have a Planning/Evaluation activity to report?



- Yes
- No

If No, scroll to the bottom of page and select mark complete.



## Project Activities: Procurement

This form does not auto-save your work. Click the Save button often.

To increase the size of the text, click the "Ctrl" and "+" buttons on your keyboard at the same time.

What activities will be used to accomplish your project and achieve your outcomes?

- An Activity is an action or actions that help you accomplish the goal of your project.
- Your project will likely have between one and four activities.
- You should only report on major activities.
- Include all activities that account for at least 10% of your project budget.
- Routine actions such as purchasing supplies to support programs are not activities.

There are five categories of activities you can select from.

- **Instruction:** Involves an interaction for knowledge or skill transfer.
- **Content:** Involves the acquisition, development, or transfer of information.
- **Planning/Evaluation:** Involves design, development, or assessment of a project, program, service, operation, resource and/or user group.
- **Procurement:** Involves purchasing facilities, equipment/supplies, hardware/software, or other materials (not content) that support general library infrastructure.
- **Infrastructure:** Involves all phases of construction or maintenance of physical spaces or communications systems including, planning, and design.

Each activity category has a dedicated application form. Please be sure to use the correct form to enter activities for your project.

**Procurement Activities:** Involve purchasing facilities, equipment/supplies, hardware/software, or other materials (not content) that support general library infrastructure.

This activity type is rarely applicable to projects and in most cases a Content-Acquisition activity is appropriate. Applicants should contact [monica.rivas@library.ca.gov](mailto:monica.rivas@library.ca.gov) before choosing this activity.

**Procurement activities do not have types or formats.**

Do you have a Procurement activity to report?

- Yes  
 No

If No, scroll to the bottom of page and select mark complete.



## Project Activities: Instruction

This form does not auto-save your work. Click the Save button often.

To increase the size of the text, click the "Ctrl" and "+" buttons on your keyboard at the same time.

What activities will be used to accomplish your project and achieve your outcomes?

- An Activity is an action or actions that help you accomplish the goal of your project.
- Your project will likely have between one and four activities.
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There are five categories of activities you can select from.

- **Instruction:** Involves an interaction for knowledge or skill transfer.
- **Content:** Involves the acquisition, development, or transfer of information.
- **Planning/Evaluation:** Involves design, development, or assessment of a project, program, service, operation, resource and/or user group.
- **Procurement:** Involves purchasing facilities, equipment/supplies, hardware/software, or other materials (not content) that support general library infrastructure.
- **Infrastructure:** Involves all phases of construction or maintenance of physical spaces or communications systems including, planning, and design.

Each activity category has a dedicated application form. Please be sure to use the correct form to enter activities for your project.

**Instruction Activities:** Involve an interaction for knowledge or skill transfer.

Instruction activities are further categorized by:

### Type

- **Program:** Formal interaction and active user engagement (i.e. a computer class)
- **Presentation:** Formal interaction and passive user engagement (i.e. an author talk)
- **Consultation:** Informal interaction with an individual or group of individuals; the provision of expert advice or reference services to individuals, units or organizations.

### Format

- **In-person** (carried out face-to-face)
- **Virtual** (mediated by a computer, computer network, or mobile device)
- **Combined In-person & virtual** (delivered both in-person and via a computer, computer networked, or mobile device)
- **Other** (describe)

Who the activity is directed at

- **Library Workforce** (includes volunteers and trustees)
- **General Public**

Grantees that implement Instruction Program activities for the benefit of the library workforce or general public are required to gather and submit outcomes data using survey questions provided by IMLS. For



guidance on Outcome Surveys, visit [Outcome Survey Information](#).

Do you have an Instruction activity to report?

- Yes
- No

If No, scroll to the bottom of page and select mark complete.



## Project Timeline

This form does not auto-save your work. Click the Save button often.

To increase the size of the text, click the "Ctrl" and "+" buttons on your keyboard at the same time.



### Timeline:

The timeline should capture when project actions will occur.

- It must include all Project Activities listed in the application and connect to the Project Description.
- List actions in chronological order.
- Actions must be within the project implementation dates.

Below, enter each of your major actions and when they will occur.

Action 1 Description

Intra System Delivery

Action 1 Start Date

7/1/2026

Action 1 End Date

6/30/2027

Do you have a 2nd action to report?

Yes

No

If No, scroll to the bottom of page.

## Additional Information/Uploads

This form does not auto-save your work. Click the green Save button often.

To increase the size of the text, click the "Ctrl" and "+" buttons on your keyboard at the same time.

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### Applicant Organization Assessment

1. Recipient Grant Manager Name

Chris Wymer

2. Is the recipient grant manager new to your organization (joined within the past year)?

- Yes  
 No

2b How long has the recipient grant manager worked in your organization? (Enter in years. Example: 3.5)

8.5

3. Has the recipient grant manager previously managed any other grant projects within the last three years?

- Yes  
 No

3b. How many grant projects has the recipient grant manager previously managed?

6

4. How long has the organization's director been in his/her current position? (Enter in years. Example: 3.5)

4.75

5. Has the applicant organization received any grants from the California State Library in the past three (3) years?

- Yes  
 No

5b. How many grants has the applicant organization received from California State Library in the past three (3) years?

5

6. Has the applicant organization been awarded a grant not issued by the California State Library in the past three (3) years?

- Yes  
 No

7. For any grants received within the past three (3) years, has the applicant organization been late submitting any of the following (select all that apply)?

- Amendments  
 Budget modifications, augmentations and/or revisions  
 Fiscal and/or narrative reporting  
 The applicant organization has not been late in any of the above  
 N/A - The applicant organization has not received any grants within the past three (3) years.

8. For any grants received within the past three (3) years, has your organization failed to meet any grant requirements?

- Yes  
 No

9. In the past two years, has your organization undergone a reorganization or major shift in management that would affect this program?

- Yes
- No

10. Has the applicant organization ever been convicted of violating state and federal criminal law involving fraud, bribery, or gratuity violations?

- Yes
- No

11. Does the applicant organization have a current lawsuit filed against them or previously had a lawsuit filed against them in the last five (5) years?

- Yes
- No

12. How many times in the past five (5) years has the applicant organization received an audit and/or monitoring finding(s)?

- The applicant organization has not received an audit finding in the past five years
- 1-3 findings
- 4-6 findings
- 7+ findings

13. Select the type of audit(s) or monitoring that resulted in findings (select all that apply):

- The applicant organization has not received an audit finding in the past five years
- Federal audit
- Financial audit
- LSTA monitoring
- State audit
- Any other type of audit not identified above:

13b. If 'Any other type' was chosen, explain audit type.

E-Rate Audit

14. Does your accounting system identify and track expenditures and receipt of program funds separately for each grant award?

- Yes
- No

15. Is your organization facing bankruptcy or major budget deficits?

- Yes
- No

### Additional Documents

Attach additional supporting documents to this application should you have any.

Supporting attachments should provide data for information provided in the narrative.

Examples of attachments include:

- Letter of support from individuals or groups (not partner or community connections);
- Citations from reports supporting the needs statement;
- Staff position descriptions;
- Sample evaluation tools;
- Description and expertise of any consultants to be used

Acceptable file formats include PDF, Word (.doc, .docx), Excel (.xlsx), JPEG/JPG, and PNG.

Your additional documents should be named

OpportunityName\_UpToThreeWordDescription\_OrganizationName



Attach additional supporting documents to this application. If you have more than one file, click Choose File again to upload multiple files.



## Cash Match and In-Kind Contributions

This form does not auto-save your work. Click the Save button often.

To increase the size of the text, click the "Ctrl" and "+" buttons on your keyboard at the same time.

### Cash Match and In-Kind Contributions Overview

Cash match and in-kind contributions are the money and other resources that your organization provides to support a project in addition to the grant funds. Sharing information about your organization's match and contributions helps us communicate the value of your project to our stakeholders and demonstrates your community's commitment.

Cash match refers to direct funds from your organization, including money that may be contributed to the project by other public agencies and institutions, private organizations and/or individuals, to pay for project expenses.

In-kind refers to non-cash contributions your organization provides to a project. Examples include donated supplies or equipment, free use of space or facilities or professional services provided at no cost.

For project costs or resources not paid for by the grant to count as cash match or in-kind contributions, they must be:

- allowable per opportunity guidelines and applicable federal and state rules and regulations;
- reasonable in cost in relation to current market value of items and payment for services;
- necessary to the achievement of the project goals within the project period.

For questions on cash match and in-kind match contributions or requirements, the project period, and allowable expenses refer to the opportunity guidelines located on the [Manage Your Grant](#) webpage. The grant monitor is also available to assist with any questions.

1. Do you have cash match or in-kind contributions to report for this project?

- Yes  
 No

If No, scroll to the bottom of the page and select "Mark as Complete".

### Salaries Wages and Benefits

Include all salaries, wages, and fringe benefits paid to staff employed by the applicant organization who contribute directly to the project.

The cash match and in-kind contribution description for Salaries, Wages and Benefits must include:

- Position title(s)
- Number of hours worked directly on the project (cash match portion only)
- Hourly rate(s) inclusive of salaries, wages and benefits
- Activities completed in support of the project.

Entry must be rounded to the nearest dollar. If there are no salaries, wages and benefit contributions to report, enter \$0 for the amount and N/A for the description.

2. Total Salaries Wages and Benefits Cash Match and In-Kind Contributions Amount:

3. Description for Salaries, Wages and Benefits Cash Match and In-Kind Contributions Amount:

### Consultant Fees

Include all expenses related to acquiring the services of a consultant for a specific activity within the project.

Typically, consultants advise and are specialists in the specific area for which the advice is provided. Costs may include fees, travel, accommodation, and support services hired directly by the consultant. Include the consultant fee and tasks carried out and deliverables to be provided for this fee.

The Services category should be used to capture all other, non-consultation, services.

The cash match and in-kind contribution description for Consultant Fees must include:

- Name of the firm, organization or consultant
- The field the consultant specializes in

Entry must be rounded to the nearest dollar. If there are no consultant fee contributions to report, enter \$0 for the amount and N/A for the description.

4. Total Consultant Fees Cash Match and In-Kind Contributions Amount:

5. Description for Consultant Fees Cash Match and In-Kind Contributions Amount:

### Travel

Include all expenses associated with travel for the project.

Travel costs must be related to the project activities and must be incurred by the staff directly employed by the applicant organization or formal partners working on the project, or by participants in project activities if their participation is essential and they must travel to participate.

Costs may include airfare, ground transportation, accommodation, meals, etc. For airfare, economy class must be used at all times. Mileage reimbursement cannot exceed the current state rate. The current state mileage rate can be located on the [CalHR Travel Reimbursements](#) webpage.

The cash match and in-kind contribution description for Travel must include:

- Number of travelers
- Who they are
- Purpose for the travel
- Types of travel expenditures
- How costs are calculated

Entry must be rounded to the nearest dollar. If there are no travel contributions to report, enter \$0 for the amount and N/A for the description.

6. Total Travel Cash Match and In-Kind Contributions Amount:

7. Description for Travel Cash Match and In-Kind Contributions Amount:

### Supplies and Materials

Include all expenses related to supplies and materials for project-specific activities.

Supplies and materials must be allowable under the opportunity guidelines and cost less than the per-item

dollar limit that would classify them as Equipment.

Subscriptions and licenses must be reflected in the Services category.

The cash match and in-kind contribution description for Supplies and Materials must include:

- Brief details to demonstrate the items are allowable, reasonable and necessary.
- Any required elements noted in the opportunity guidelines for the budget.

Entry must be rounded to the nearest dollar. If there are no supplies and materials contributions to report, enter \$0 for the amount and N/A for the description.

8. Total Supplies and Materials Cash Match and In-Kind Contributions Amount:

9. Description for Supplies and Materials Cash Match and In-Kind Contributions Amount:

### Equipment

Include all expenses for equipment used specifically for the project. Check the opportunity guidelines for the per-item dollar amount that defines what counts as equipment.

Allowable items costing less than the per-item dollar limit are considered small equipment and must be included under Supplies and Materials.

The cash match and in-kind contribution description for Equipment must include:

- Brief details to support the items are allowable, reasonable and necessary.
- Any required elements noted in the grant guidelines for the budget.

Entry must be rounded to the nearest dollar. If there are no equipment contributions to report, enter \$0 for the amount and N/A for the description.

10. Total Equipment Cash Match and In-Kind Contributions Amount:

11. Description for Equipment Cash Match and In-Kind Contributions Amount:

### Services

Include any costs for individuals, organizations or businesses contracted to manage and/or implement the project activities.

Services typically include items such as printing, subscriptions or licenses, project-specific media and marketing services, equipment and vehicle maintenance, and building equipment lease and rental.

Cash match and in-kind contributions cannot fund portions of contracts that fall outside of and/or extend beyond the project period.

The cash match and in-kind contribution description for Services must include:

- Vendor or service contractor name with the type of service provided.

Entry must be rounded to the nearest dollar. If there are no services contributions to report, enter \$0 for the amount and N/A for the description.

12. Total Services Cash Match and In-Kind Contributions Amount:

13. Description for Services Cash Match and In-Kind Contributions Amount:

### Indirect



**An indirect cost is the applicant’s incurred cost that cannot be readily isolated or identified with just one project or activity. These types of costs are often referred to as “overhead costs.” Typical examples of indirect costs are general telephone service, postage, office supplies, office space expenses, and administrative or financial operations for an entire organization.**

**Indirect costs are limited to a certain percentage of the project’s Modified Total Direct Costs (MTDC). You can find your project’s indirect cost limit and instructions on how to calculate MTDC in the opportunity guidelines.**

**Entry must be rounded to the nearest dollar. If there are no indirect contributions to report, enter \$0 for the amount and N/A for the description.**

14. Total Indirect Cash Match and In-Kind Contributions Amount:

15. Description for Indirect Cash Match and In-Kind Contributions Amount:

## Budget

### Proposed Budget Summary

#### Expense Budget

	Grant Funded	Total Budgeted
<b>H. CLSA Services</b>		
Intra System Delivery	\$124,560.00	\$124,560.00
<b>Subtotal</b>	<b>\$124,560.00</b>	<b>\$124,560.00</b>
<hr/>		
<b>Total Proposed Cost</b>	<b>\$124,560.00</b>	<b>\$124,560.00</b>

#### Revenue Budget

	Grant Funded	Total Budgeted
<b>Grant Funding</b>		
Award Requested	\$124,560.00	\$124,560.00
<b>Subtotal</b>	<b>\$124,560.00</b>	<b>\$124,560.00</b>
<hr/>		
<b>Total Proposed Revenue</b>	<b>\$124,560.00</b>	<b>\$124,560.00</b>

### Proposed Budget Detail

See attached spreadsheet.

### Proposed Budget Narrative

#### H. CLSA Services

Communications, delivery or resource sharing services provided with CLSA baseline funds.

#### Intra System Delivery

CLSA funds will be used to move materials between member jurisdictions.

**DATE:** May 29, 2026  
**TO:** SJVLS Administrative Council  
**SUBMITTED BY:** Chris Wymer – Administrative Librarian  
**SUBJECT:** Approve Ed Technology Funds Contract Extension

**RECOMMENDED ACTION:**

1. Approve the one-year extension of the agreement between SJVLS and Ed Technology Funds for E-Rate Consulting Services, with an amendment to the Scope of Work to remove Category 1 filing services at a total cost of \$70,803.

Approval of the recommended action will extend the agreement with Ed Technology Funds for an additional year and authorize expenditures totaling \$70,803 for the fiscal year.

**ALTERNATIVE ACTION(S):**

There are no viable alternative actions.

**FISCAL IMPACT:**

Approval of the recommended action will authorize expenditures in the amount of \$70,803 in FY 2026-27 and will not increase membership dues.

**DISCUSSION:**

SJVLS's current agreement with Ed Technology Funds for E-Rate Consulting Services ends on September 30, 2026. The initial agreement was executed in 2019. In 2021 it was extended for an additional two years and was extended again in 2023 for three years. SJVLS recommends extending the agreement as opposed to returning to bid and onboarding a new consultant.

During the agreement, Ed Technology Funds staff have been essential in drafting SJVLS's E-rate applications for Category One services not managed by CENIC, Category Two applications for all locations, tracking E-Rate reimbursements, filing appeals for funding decisions, and providing essential support to respond to USAC Audits. Now that SJVLS disconnected the final circuits on the CalNET account, we no longer need a consultant to file and manage Category 1 requests.

**PRIOR AGENDA REFERENCE:**

Administrative Council Meeting, September 13, 2019. Item # 1.  
Administrative Council Meeting, November 5, 2021. Item# 2.  
Administrative Council Meeting, August 4, 2023. Item #2.

**ATTACHMENTS INCLUDED AND/OR ON FILE:**

Attachment – EdTechnologyFunds 1-year Contract Extension  
On File – EdTechnologyFunds 3-year Contract Extension  
On File – September 2021 2-year Contract Extension  
On File – Initial EdTechnologyFunds Agreement

Motion:

Second:

\_\_\_\_\_ PASSED

\_\_\_\_\_ REJECTED

## **Amendment to Agreement**

### **Extension of Terms & Compensation**

#### **Contract for Professional Services Relating to E-Rate**

This amendment, referred to as Amendment III, is made and entered into this October 1, 2026, by and between the San Joaquin Valley Library System ("Customer") and Ed Technology Funds, Inc (a division of Sutherland Consulting Group) known as Ed Technology Funds. The customer and Ed Technology agree as follows:

To exercise the one-year extension and fee increases to continue contracting for E-Rate consulting services.

#### **II. TERM**

Extension of Terms:

Additional one-year renewal effective October 1, 2026, through September 30, 2027, based on the contract extension term outlined in Amendment II. The contract can be extended annually if mutually agreed in writing by both parties in 2027. Current term expires September 30, 2026.

#### **III. SERVICES**

This amendment will update the scope of services provided to remove E-Rate support for Category 1 filing. All other contracted services remain in effect.

#### **IV. COMPENSTATION**

Ed Technology Funds shall bill Customer on a quarterly basis in advance for basic professional service, except for ERateSync, which is billed annually at the beginning of the contract term at a price of \$5,999. This amendment removes E-rate Support for Category 1 sites. As a result, there is a decrease in compensation for E-Rate support. All other rates set forth in Compensation Section are unchanged.

Current quarterly fee \$ 16,201

Extension period: October 1, 2026, through September 30, 2027 – small decrease in quarterly billing \$16,201; ERateSync annual amount \$5,999; for annual total amount \$70,803.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment II to Agreement effective October 1, 2023.

Presented to Administrative Council on May 29, 2026.

**EdTechnologyFunds Inc. a division of Sutherland Consulting Group**

By: \_\_\_\_\_

Name: Beverly Sutherland

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**San Joaquin Valley Library System**

By: \_\_\_\_\_

Date: \_\_\_\_\_

Heidi Clark, Chairperson SJVLS Administrative Council

By: \_\_\_\_\_

Date: \_\_\_\_\_

Chris Wymer, SJVLS Administrative Librarian

Address and Contact Information:

2400 N. Lincoln Avenue  
Altadena, CA 91001

Phone: (888) 379-7538

Website: [www.edtechnologyfunds.com](http://www.edtechnologyfunds.com)

Email: [bsutherland@edtechnologyfunds.com](mailto:bsutherland@edtechnologyfunds.com)

Accounting Information:

96250300; Professional Services

**DATE:** May 29, 2026

**TO:** SJVLS Administrative Council

**SUBMITTED BY:** Chris Wymer – Administrative Librarian

**SUBJECT:** Approve Vasquez and Company Contract Extension

**RECOMMENDED ACTION:**

1. Approve the 2-year extension of the agreement between SJVLS and Vasquez & Company for Independent Auditor Services and Audited Financial Statements.
2. Authorize the Administrative Council Chair to execute the 2-year extension.

Approval of the recommended action will formalize the extension of the agreement between SJVLS and Vasquez and Company to provide Auditor Services and Audited Financial Statements at a cost of \$25,300 in FY 2026-27 and \$26,000 in FY 2027-28.

**ALTERNATIVE ACTION(S):**

Alternatively, Administrative Council could elect to not extend the agreement. SJVLS would then have to issue an RFQ for a new auditor.

**FISCAL IMPACT:**

Approval of the recommended action will authorize expenditures of \$25,300 in FY 2026-27 and \$26,000 in FY 2027-28. Approval will not increase membership dues or contributions in the upcoming fiscal year. The extension costs are already included in the budget.

**DISCUSSION:**

The original agreement between SJVLS and Vasquez and Company, LLP for Independent Auditor Services and Audited Financial Statements covered the services for fiscal years June 30, 2021 through December 31, 2025. The agreement contained a provision allowing two optional one-year extensions for fiscal years 2026 and 2027. The terms of the original agreement provide an option for SJVLS to extend the term of the agreement by up to two years at the same rate of compensation by giving written notice to Vasquez anytime within the initial term of the agreement.

SJVLS is satisfied with Vasquez and Company's performance and recommend extending the agreement. Issuing a new RFQ for services and on-boarding a new vendor to provide these would be a lot of extra work for little to no value.

**PRIOR AGENDA REFERENCE:**

Administrative Council Agenda – April 16, 2021. Item #6.  
Administrative Council Agenda – December 1, 2023. Item #3.

**ATTACHMENTS INCLUDED AND/OR ON FILE:**

Attachment – Vasquez and Company Agreement Extension

On File – RFQ 24-003: Independent Auditor Services and Financial Statements

On File – Original agreement between SJVLS and Vasquez and Company, LLP

Motion:

Second:

\_\_\_\_\_ PASSED

\_\_\_\_\_ REJECTED

**Amendment to Agreement  
Extension of Terms & Compensation**

**Contract for Professional Services Relating to Independent Auditor Services and Audited Financial Statements**

This amendment, referred to as Amendment I, is made and entered into this June 1, 2026, by and between the San Joaquin Valley Library System ("Customer") and Vasquez & Company, LLP, ("Consultant"). The Customer and Consultant agree as follows:

To exercise the two-year extension to continue contracting for Independent Auditor Services and Audited Financial Statements, as outlined in the original agreement.

**II. TERM**

Extension of Terms:

Additional two-year renewal effective retroactively to January 1, 2026, through December 31, 2027, based on the contract extension outlined in section 3.5 of the original agreement.

**III. SERVICES**

The consultant will continue to perform the services outlined in the original Scope of Work.

**IV. COMPENSTATION**

The Consultant shall perform the services described in the Scope of Work of the original agreement at the rates set forth in their response to Customer’s Request for Quotation and reiterated below.

<b>Annual Financial Report Costs</b>	
<b>Fiscal Year</b>	<b>Cost</b>
FY2026	\$25,300
FY2027	\$26,000

IN WTNESS WHEREOF, the parties hereto have executed this Amendment I to Agreement effective January 1, 2026.

Presented to Administrative Council on May 29, 2026.

**Vasquez & Company, LLP**

By: \_\_\_\_\_

Name: Cristy A. Canieda

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**San Joaquin Valley Library System**

By: \_\_\_\_\_

Date: \_\_\_\_\_

Heidi Clark, Chairperson SJVLS Administrative Council

Address and Contact Information:

655 N Central Avenue, Suite 1550  
Glendale, CA 91203

Phone: (213) 873-1720

Email: [ccanieda@vasquezcpa.com](mailto:ccanieda@vasquezcpa.com)

Accounting Information:

96250300; Professional Services

**DATE:** May 29, 2026  
**TO:** SJVLS Administrative Council  
**SUBMITTED BY:** Chris Wymer – Administrative Librarian  
**SUBJECT:** Approve Delivery Services Policy

**RECOMMENDED ACTION:**

1. Approve the Delivery Services Policy to establish formal guidelines for Delivery Services and qualify standard and premium delivery services.

Approval of the recommended action will approve and establish a Delivery Services Policy outlining standard and premium delivery services for SJVLS members.

**ALTERNATIVE ACTION(S):**

Alternatively, Administrative Council could elect to continue to refine the draft policy.

**FISCAL IMPACT:**

Approval of the recommended or alternative actions will not impact membership dues.

**DISCUSSION:**

At the previous Administrative Council meeting the first draft Delivery Services Policy was reviewed. Council suggested adding a section to clarify what happens when a member requests a premium delivery stop on a route with existing premium stops, and to address whether premium delivery stops are decided on a first-come, first-served basis, or through some other criteria.

Wymer incorporated the suggestions in an updated draft. He added a section addressing approving and denying requests. The updated policy states premium stops are granted on a first-come, first-served basis, and only if adding the stop does not increase the time to complete the route beyond 8 hours. If a request is denied, the Administrative Librarian will inform the member about the reason for the denial and provide an estimated date when the request can be accommodated. Wymer also updated the duration of premium delivery services from 2 fiscal years to 24 months.

**PRIOR AGENDA REFERENCE:**

Administrative Council Agenda, December 5, 2025. Item #1.  
 Administrative Council Agenda, April 3, 2026. Item #3.

**ATTACHMENTS INCLUDED AND/OR ON FILE:**

Attachment 1 – Draft Delivery Services Policy

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

\_\_\_\_\_ PASSED                      \_\_\_\_\_ REJECTED



**San Joaquin Valley Library System  
Administrative Headquarters  
2420 Mariposa St. Fresno, CA 93721**

<b>Delivery Services Policy</b>	<b>Policy No.</b>	
	<b>Effective Date</b>	
<b>Admin Librarian Approval:</b>	<b>Next Review</b>	

**BACKGROUND**

One of the fundamental services SJVLS provides its members is resource sharing, including the ability for patrons to request materials from outside their jurisdiction, have them delivered to their library to check out, and sent back to the owning library when they are returned. To facilitate the exchange of materials, SJVLS contracts with a vendor to provide delivery services to member jurisdictions. Using a single vendor to deliver items ensures that all members receive the same baseline level of service, including number of deliveries, and other considerations.

This policy will define SJVLS's standard delivery services, along with situations where an SJVLS member can request additional premium delivery stops within their jurisdiction.

**STANDARD DELIVERY SERVICES**

Standard delivery services are a part of SJVLS membership and are provided to all member jurisdictions. Deliveries are made 3 days a week on Monday, Wednesday, and Friday, to each member's headquarters location, subject to driver and delivery van availability. Materials delivered to headquarters include items requested by patrons, as well as items lent or returned outside the jurisdiction being sent back to their home branch. Additionally, the crates of delivered materials include all branches in a member's jurisdiction, not just those being sent to the headquarters branch.

Once materials are delivered, it is the member's responsibility to sort them and distribute them to their destinations within the jurisdiction. The way members distribute materials to their branches is their decision. Delivery within the jurisdiction should be done in a way that ensures materials are delivered or picked up in a reasonable timeframe.

**PREMIUM DELIVERY SERVICES**

Premium delivery services are additional delivery stops at a location, or locations, other than the member's headquarters branch, and are only available if the delivery route can accommodate the additional stop. The costs associated with the premium stop will be billed to the member requesting it.

The availability of premium delivery services is at the discretion of the Administrative Librarian and Delivery Services Supervisor, who must consider operational needs and logistics when determining if a request can be granted. Currently, delivery routes need to be able to be completed within a standard 8-hour workday. Given SJVLS's large geographic footprint, there are some locations where SJVLS cannot offer premium delivery, because the stop would extend the time to complete the route beyond 8 hours. The criteria listed below must be met for a premium stop to be added to a delivery route.

- The branch must be near the existing delivery route.
- The additional driving time and 15-minute stop to unload and load crates must not extend the delivery route drive time beyond 8 hours.
- Delivery staff must be able to access the branch when they arrive. This can be met either by having staff on-site to let in delivery staff, or by providing delivery staff with codes and keys necessary to enter the building.

### **APPROVING OR DENYING REQUESTS**

Premium delivery services are available on a first-come, first-served basis. If a member requests a premium delivery stop on a route with existing premium delivery stops, and the additional stop cannot be accommodated because it would extend the time to complete the route beyond 8 hours, the request will be denied until one of the existing premium stops is removed. The Administrative Librarian will inform the member about the reason for denying the request and provide an approximate date when the request can be accommodated.

### **DURATION OF PREMIUM DELIVERY SERVICES**

Premium delivery services are intended as a short-term solution to give a member enough time to locate and set up a long-term solution. Premium stops will only be offered for a maximum of 24 consecutive months, after which the member will have to resume responsibility for delivery to the branch.

**SAN JOAQUIN VALLEY LIBRARY SYSTEM**  
**FY 2026-27**  
**May 29, 2026**

**DATE:** May 29, 2026

**TO:** SJVLS Administrative Council

**SUBMITTED BY:** Brian Henderson, Henderson CPAs  
 SJVLS Fiscal Agent

**SUBJECT:** Final Budget

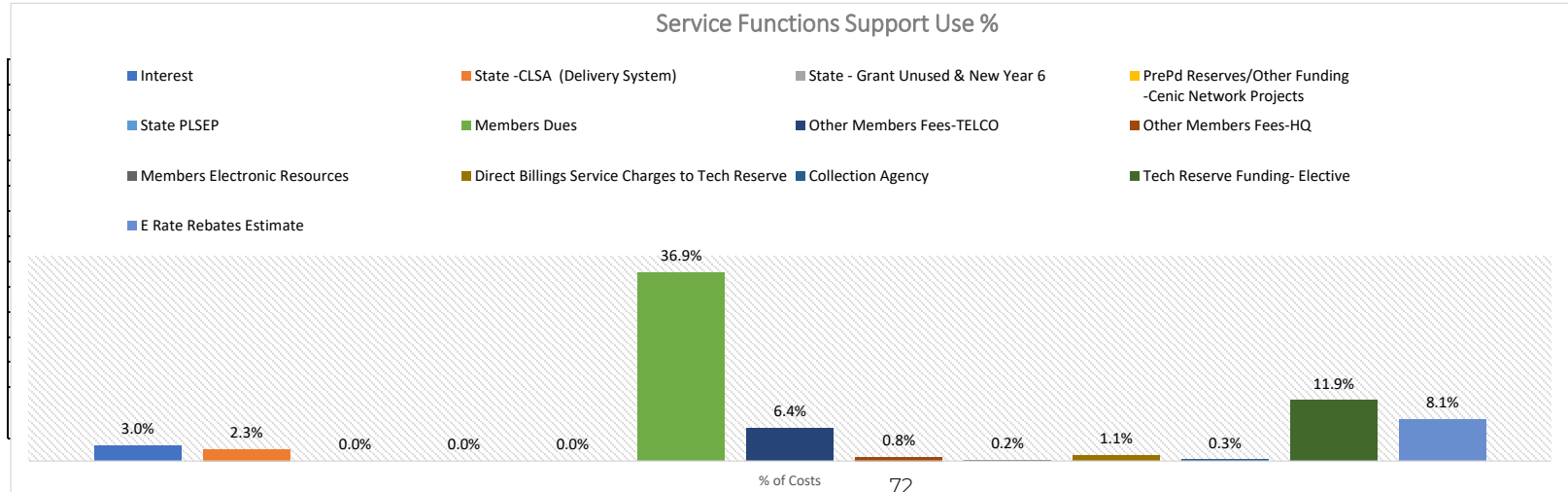
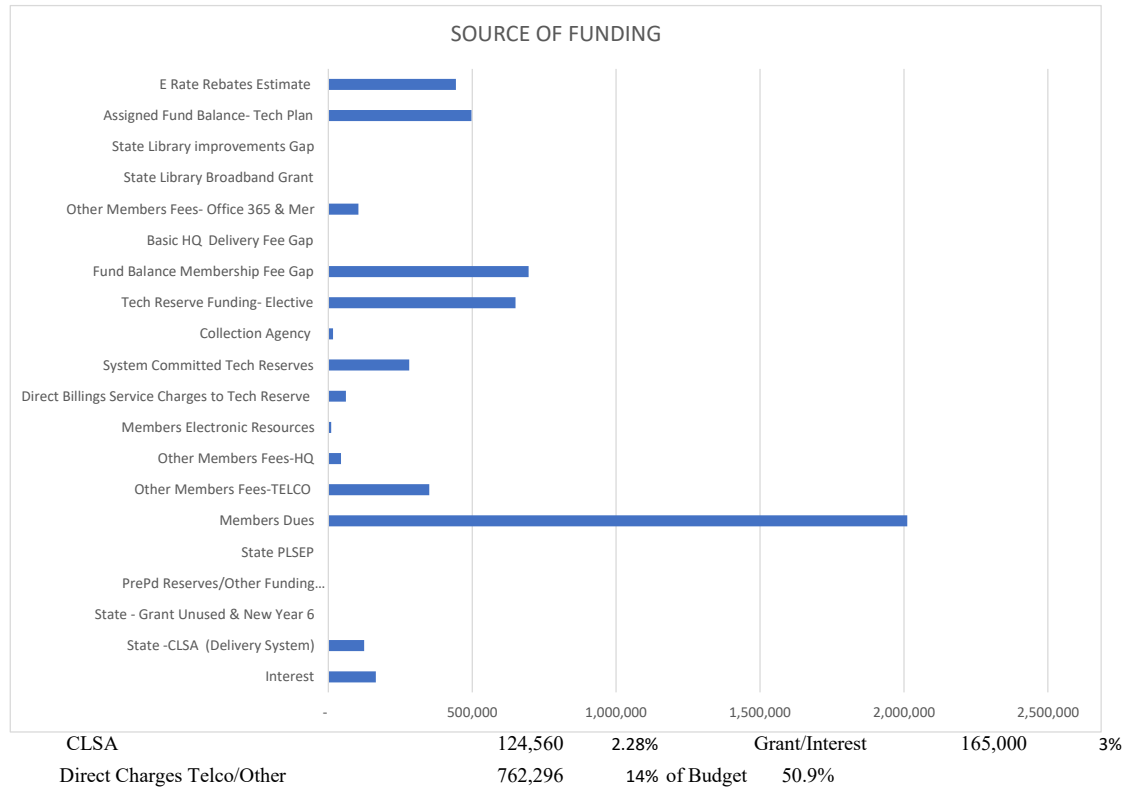
**RECOMMENDED ACTION:**

- |  |              |
|--|--------------|
| 1. Approve budget expenditures in the amount of  | \$ 5,454,350 |
| 2. Approved estimated revenues in the amount of<br>Approval of Estimated Revenue sources as listed on Funding Sources.   | \$ 3,442,350 |
| 3. Membership Rate Total Contribution  | \$ 2,012,000 |
| 4. Unassigned Fund Balance - Use   | \$ 695,578   |
| 4. Fiber System Projects /ILS System<br>Funding offset:<br>Committed System Projects - Tech Reserves   | \$ 280,950   |
| 5. Tech Plan Projects - System Committed and Other<br>Udemy, Mobile Printing, power disruption generator, Electronics, DFS Servers<br>Funding offset:<br>Committed System Projects - Assigned Fund Balance | \$ 497,025   |

Approval of recommended prelim budget as noted in the budget highlights.

**SAN JOAQUIN VALLEY LIBRARY SYSTEM**  
**FY 2026-27**  
**May 29, 2026**

Source of Funding	Amount
Interest	165,000
State -CLSA (Delivery System)	124,560
State - Grant Unused & New Year 6	-
PrePd Reserves/Other Funding -Cenic Network Projects	-
State PLSEP	-
Members Dues	2,012,000
Other Members Fees-TELCO	350,670
Other Members Fees-HQ	44,040
Members Electronic Resources	9,620
Direct Billings Service Charges to Tech Reserve	61,000
System Committed Tech Reserves	280,950
Collection Agency	16,000
Tech Reserve Funding- Elective	650,000
Fund Balance Membership Fee Gap	695,578
Basic HQ Delivery Fee Gap	-
Other Members Fees- Office 365 & Mer	104,736
State Library Broadband Grant	-
State Library improvements Gap	-
Assigned Fund Balance- Tech Plan	497,025
E Rate Rebates Estimate	443,171
<b>Total Funding for Budget</b>	<b>5,454,350</b>
Membership Fees	2,012,000
<b>% of Total Budget (Membership)</b>	<b>36.9%</b>



**SAN JOAQUIN VALLEY LIBRARY SYSTEM**  
**FY 2026-27**  
**May 29, 2026**

Total Budget (Membership costs + Telco/other direct projects)	Current Costs		Recommended	
	Budget FY 25-26	Upcoming Year Total Costs	\$ Change	% Change
CLSA Service Plan- Delivery & Other	245,310	284,109	38,799	15.8%
CLSA Service Plan- Rollover Online Materials	-	-	-	
Public Library Education (PLSEP)	-	-	-	
Membership operations	2,692,370	2,753,168	60,798	2.3%
Additional: Member Selection/Direct Charges	1,679,826	1,639,098	(40,728)	-2.4%
Prelim Budget	240,000		(240,000)	-100.0%
ILS System Upgrade				
System Committed Tech Reserves		280,950	280,950	100.0%
Tech Plan Project - Other				
System Committed Tech Reserves	264,500	497,025		0.0%
<b>Total Budget</b>	<b>5,122,006</b>	<b>5,454,350</b>	<b>99,819</b>	<b>2%</b>

Notes:

**Budget Highlights**

1. Summary of SJVLS Operational Budget - Core

System Operations	Current Costs		Recommended	
	Budget FY 25-26	Upcoming Year Total Costs	\$ Change	% of Total Costs
<i>Note: Network &amp; Librarian staffing wage increase</i>	\$1,505,605	\$1,577,788	\$72,183	57%
Planning & Evaluation	\$640,585	\$654,435	\$13,850	24%
<i>Note:</i>				
Cataloging Center	\$124,200	\$124,860	\$660	5%
Fresno as Cat Center	\$0	\$0	\$0	0%
Online E Resources Materials	\$288,080	\$207,700	(\$80,380)	8%
Telecommunications core	\$133,900	\$188,385	\$54,485	7%
	<b>\$2,692,370</b>	<b>\$2,753,168</b>	<b>\$60,798</b>	
Delivery (excluded, see #7 CLSA)				
<b>Membership Costs</b>	<b>\$2,692,370</b>	<b>\$2,753,168</b>	<b>\$60,798</b>	<b>2.3%</b>

2. Summary of Offset Funding Sources

				Funding %
Membership Fees	\$2,012,000	\$2,012,000	\$0	73%
Fund Balance Withdrawal	\$480,370	\$522,468	\$42,098	19%
E-rate reimbursement	\$0	\$53,700	\$53,700	
Interest Earned	\$200,000	\$165,000	(\$35,000)	6%
CLSA Allocation (beyond delivery)	\$0	\$0	\$0	0%
<b>Total Funding Sources</b>	<b>\$2,692,370</b>	<b>\$2,753,168</b>	<b>\$60,798</b>	

3. ILL System

Note:	Current Costs		Recommended	
	Budget FY 25-26	Upcoming Year Total Costs	\$ Change	
SirsiDynix total budget is listed on three separate lines				
SirsiDynix (projected 8%)	\$155,330	\$167,756	\$12,426	Note: 8% increase
Kids Catalog and/or Red Hat Renewal	\$1,211	\$1,211		
Web Services Connector	\$1,683	\$1,683		
Merced Community Engagement	\$7,683	\$7,683		
eRC Connector OverdriveMagazines(year 3)	\$3,862	\$0		
eRC Connector Free gal Fresno	\$1,938	\$1,938		
eRC ConnectorHoopla digital Porterville	\$0	\$0		
	<b>\$171,707</b>	<b>\$180,271</b>	<b>\$8,564</b>	

4. Staff Training and Volunteer

Staff training	\$15,000
	<b>\$15,000</b>

4. System Info- Assigned/Committed Expenditures

System Assigned Fund Balance Expenditures (Tech Plan)	\$497,025
System Committed Tech Reserves	
- Civica Spydus ILS Implementation & First Year Subscription	\$280,950
System Remaining Assigned Fund Balance	\$1,111,800 <i>Board approved 9/25/2020</i>
	<b>\$1,889,775</b>

6. Grants Network Technology/Broadband

To be adopted upon acceptance and award of any grant  
 Excluded in budget. Staff will return to Board for approval.

**SAN JOAQUIN VALLEY LIBRARY SYSTEM**  
**FY 2026-27**  
**May 29, 2026**

**Budget Highlights**

7. System Basic Delivery Services - Funded by CLSA (Cooperative Service Plan )	<b>Recommended</b>
	Upcoming Year
	Total Costs
	<u>\$281,609</u>
Pending delivery updated estimates for gas prices and other costs	\$0
Other Operations Category - New Delivery Crates purchase (per Fresno County)	\$2,500
Other Operations Category - CLSA Online Materials (Cloud Library Titles)	\$0
	<u>\$284,109</u>
<i>Due to State no later than June 3</i>	
<i>Allocation Notice - Received (FY26/27 Allocation- \$124,560)</i>	

	<b>Recommended</b>
	Upcoming Year
	Total Costs
	<u>\$650,000</u>

8. Equipment Orders - Fall & Spring  
 Pending member elective elections

9. Cataloging Services		
Membership		
Vendor	FY 2026-27	FY 2027-28
	Upcoming Year	Proposed Budget
	Total Costs	
OCLC	108,560	111,820
Ezproxy	7,800	10,000
Backstage- Transition of Orignal Cataloging	2,500	2,500
Backstage- Authority Control	6,000	6,000
<b>Costs</b>	<b><u>124,860</u></b>	<b><u>130,320</u></b>

10. Online Materials		
Membership		
Vendor	FY 2026-27	FY 2027-28
	Upcoming Year	Proposed Budget
	Total Costs	
Califa Annual Membership	3,400	3,400
CloudLibrary Platform Fee	5,000	5,000
CloudLibrary Titles (eBooks & Audiobooks)	50,400	50,400
Pronunciator	32,000	32,000
Udemy	37,500	75,000
Tutor Services	-	120,000
Cengage Gale Database (Decreased from \$63,389 due to Udemy)	33,000	33,000
Education and Career Module & Info Science	35,000	35,000
Califa- Quipu E Card Registration	11,400	11,800
Additional Online Materials Resources		
Sum	<u>204,300</u>	<u>362,200</u>
<b>Costs</b>	<b><u>207,700</u></b>	<b><u>365,600</u></b>

11. Tech Plan		
Assigned Fund Balance		
Project	FY 2026-27	FY 2027-28
	Upcoming Year	Proposed Budget
	Total Costs	
Switches	74,000	-
Udemy	37,500	-
DRS Servers/Routers	19,500	-
Copper	-	-
Online Magazines (Overdrive)	75,000	-
CloudLibrary Titles (eBooks & Audiobooks)	75,000	-
Environmental Catastrophes	20,000	-
Tutor services	120,000	-
Power Distruption- Portable Generator	50,000	-
Misc.	26,025	-
<b>Costs</b>	<b><u>497,025</u></b>	<b><u>-</u></b>

**Members to Budget -**

FY 2026-27

**May 29, 2026**

0 0

Membership & Telecommunications

Membership Rate Increase \$0 for Total \$2,012,000; Approved by Admin Council TBD

Other Charges: Additional Direct Charge to Budget

**Summary Report**

Members	Member's Budget Total Amount
Coalinga	35,484
Fresno	868,761
Kern	Prelim Budget
Kings	134,162
Madera	132,501
Mariposa	45,051
Merced	269,229
Porterville	49,552
Tulare Co.	251,394
Tulare Pub	60,888
<b>Total Members</b>	<b>1,847,022</b>

**Details of Future Invoices Costs To Budget**

Members	Upcoming Membership Fee Approved TBD	SmartPay Merchant fee & Other Selection (Fresno)	Smartnet HQ	Fortinet HQ	Office 365	Meraki License	eRC Connector Free gal	eRC Connector Overdrive Magazines (year 3)	eRC Community Engagement Platform	eRC Connector Hoopla digital	Invoice (August 2025)
Coalinga	22,827		954	3,450	1,063	590					28,884
Fresno	735,696	128	954	3,450	20,721	14,275	1,937	-			777,161
Kern	537,681	750	954	3,450	13,131	8,157					564,123
Kings	102,097		954	3,450	2,353	3,908					112,762
Madera	112,151		954	3,450	1,898	4,248					122,701
Mariposa	23,423		954	3,450	2,125	3,399					33,351
Merced	179,914		954	3,450	4,250	5,778		-	7,683		202,029
Porterville	42,748		954	3,450	1,670	510				-	49,332
Tulare Co.	203,413		954	3,450	4,250	8,327					220,394
Tulare Pub	52,050		954	3,450	1,366	2,718					60,538
SJVLS user											
<b>Total Members</b>	<b>2,012,000</b>	<b>878</b>	<b>9,540</b>	<b>34,500</b>	<b>52,826</b>	<b>51,910</b>	<b>1,937</b>	<b>-</b>	<b>7,683</b>	<b>-</b>	<b>2,171,274</b>

**AR Billing-Timeline**

Invoice #1- August 10	Invoice #1- August 10	Invoice #1- August 10	Invoice #1- August 10	Invoice #1- August 10	Invoice #1- August 10	Invoice #1- August 10	Invoice #1- August 10	Invoice #1- August 10	Invoice #1- August 10	Invoice #1- August 10	Total August Invoice #1

SmartNet increase:

Members	Prior Year FY 2024-25	Teleco Current Year FY 2025-26	FY 26-27 Estimate TELCO COST	Change	Teleco (Feb 2027) 50% Split E-Rate ADJ
Coalinga	7,500	7,500	12,115	4,615	6,600
Fresno	153,000	153,000	162,800	9,800	91,600
Kern	95,000	95,000	201,600	106,600	110,800
Kings	34,700	34,700	35,100	400	21,400
Madera	40,300	40,300	16,113	(24,187)	9,800
Mariposa	34,000	37,600	11,500	(26,100)	11,700
Merced	70,000	70,000	86,521	16,521	67,200
Porterville	-	-	220	220	220
Tulare Co.	100,000	100,000	55,076	(44,924)	31,000
Tulare Pub	295	295	350	55	350
<b>Total Members</b>	<b>534,795</b>	<b>538,395</b>	<b>581,395</b>	<b>43,000</b>	<b>350,670</b>

February

FY 27-28 Estimate TELCO	Change
12,357	242
166,056	3,256
205,632	4,032
35,802	702
16,435	322
11,730	230
88,251	1,730
224	4
56,178	1,102
357	7
<b>593,023</b>	<b>11,628</b>

**Members to Budget -  
FY 2026-27**

**May 29, 2026**

**AR Billing- Invoice Date: Sept  
Timeline 10th**

**Pre Paid Direct Charges Optional Selection**

**If interested, please email with your selection.**

Members	Pre Paid Patron Notice	Electronic Resources	Other Selections	Total
Coalinga				-
Fresno				-
Kern				-
Kings				-
Madera				-
Mariposa				-
Merced				-
Porterville				-
Tulare Co.				-
Tulare Pub				-
<b>Estimated Budget</b>		650,000		650,000
<b>Total AR Billing</b>	-	650,000	-	650,000



**SAN JOAQUIN VALLEY LIBRARY SYSTEM**  
**FY 2026-27**  
**May 29, 2026**  
**Operations Summary Multiple Years**

Budget Plan for Expenses

	Prior Year FY 20-21	Prior Year FY 22-23	Prior Year FY 23-24	Prior Year FY 24-25	Current Year FY 25-26	Year 1 Upcoming Year Total Costs FY 26-27	Year 2 Upcoming Year Total Costs FY 27-28	Current Year \$ Change
Budget Total	6,066,145	5,301,780	5,082,545	6,104,932	5,122,006	5,454,350	5,672,524	(650,582)
Total Budget (Membership costs + Telco/other direct projects.							assume 4% CPI	

1. Summary of SJVLS Operational Budget - Core

	Prior Year FY 20-21	Prior Year FY 22-23	Prior Year FY 23-24	Prior Year FY 24-25	Current Year FY 25-26	Upcoming Year Total Costs FY 26-27	Upcoming Year Total Costs FY 27-28	\$ Change	Contribution Method
System Operations	\$1,222,434	\$1,368,019	\$1,422,229	\$1,487,650	\$1,505,605	\$1,577,788	\$1,640,900	\$ 90,138	Tripartite
Planning & Evaluation	\$442,876	\$640,935	\$630,900	\$649,085	\$640,585	\$654,435	\$650,000	\$ 5,350	Population ratio
Cataloging Services	\$95,600	\$114,800	\$118,000	\$123,000	\$124,200	\$124,860	\$128,000	\$ 1,860	Population ratio
Fresno as Cat Center	\$3,000	\$3,000	\$5,500	\$5,500	\$0	\$0	\$0	\$ (5,500)	Population ratio
Online E Resources Materials	\$185,970	\$190,000	\$192,000	\$270,240	\$290,080	\$207,700	\$239,000	\$ (62,540)	Population ratio
Telecommunications core	\$392,700	\$401,381	\$391,000	\$411,000	\$133,900	\$188,385	\$368,000	\$ (222,615)	Population ratio
<b>Membership Costs</b>	<b>\$2,342,580</b>	<b>\$2,718,135</b>	<b>\$2,759,629</b>	<b>\$2,946,475</b>	<b>\$2,694,370</b>	<b>\$2,753,168</b>	<b>\$3,025,900</b>	<b>(\$193,307)</b>	
Other Expense - Bill and Collect other Sources	3,723,565	2,583,645	2,322,916	3,158,457	2,427,636	2,701,182	2,646,624		

2. Summary of Offset Funding Sources- Budget

Membership Fees	\$1,789,809	\$1,915,096	\$1,953,398	\$2,012,000	\$2,012,000	\$2,012,000	pending	0
Fund Balance Withdrawal	\$482,771	\$663,039	\$661,231	\$789,475	\$482,370	\$522,468	pending	(267,007)
E-rate reimbursement						\$53,700	pending	
Interest Earned	\$70,000	\$140,000	\$145,000	\$145,000	\$200,000	\$165,000	\$145,000	20,000
								\$0
<b>Total Funding Sources</b>	<b>\$2,342,580</b>	<b>\$2,718,135</b>	<b>\$2,759,629</b>	<b>\$2,946,475</b>		<b>\$2,753,168</b>		<b>(\$247,007)</b>
<b>Membership Operations</b>								

3. Actual use of Funding Sources

		YTD- 1/30/2026
Membership Fees	\$2,012,000	\$2,012,000
Fund Balance Withdrawal	\$182,988	(\$816,704)
Interest Earned	\$194,427	\$50,660
<b>Actual Funding Sources</b>	<b>\$2,389,415</b>	<b>\$1,245,956</b>
<b>Membership Operations</b>		

California State Library, Library Development Services  
 Cooperative Library System Liaison Report  
*Updated May 26, 2026*

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## State Library News

### State Digital Equity Resource Finder

The California State Library and the Department of Technology collaborated to develop a statewide [Digital Equity Resource Finder](#) as part of the state's Broadband for All initiative. The finder helps residents and organizations locate digital inclusion programs, including broadband access, devices, digital skills training, and technical assistance. The tool allows users to search for virtual and place-based services, includes a mapping feature that allows users to find resources nearest to them, and is accessible in over 100 different languages. Thus far, over 200 state and local organizations have contributed information on more than 800 locations across the state. Given the role libraries play in the digital inclusion space, over half of the featured locations are local branch libraries.

We invite libraries to utilize and promote the finder to your patrons. If your library system is not yet included, please take a few minutes to complete the [Digital Equity Resource Survey](#), or contact [DEResourceFinder@state.ca.gov](mailto:DEResourceFinder@state.ca.gov) for bulk-upload instructions if you have more than 5 locations.

### Marketing Toolkits

The [California State Library's marketing toolkits](#) are designed to help California libraries deliver consistent messaging about the services and resources you provide to your communities. This is part of an effort to help coordinate statewide messaging about the many great things libraries do every day. We encourage you to use the messages, graphics, and other resources to raise awareness and reinforce the value and impact libraries provide to their communities.

### LDS Newsletter

Please be sure to sign up for the LDS Newsletter [LibrarytoLibrary](#). For those who receive this monthly email, please consider forwarding it to your staff and/or printing a copy for your break rooms.

### Career Online High School

[Career Online High School](#) (COHS) program is pausing enrollments of new libraries at this time. The state-funding supply of COHS scholarships ran out in mid-May 2026. This situation has no impact on already enrolled online high school students. As soon as more information becomes available, we will share it with you. COHS questions can be sent to [cohs@library.ca.gov](mailto:cohs@library.ca.gov). *State of CA and LSTA-funded.*

## Opportunities

### Digital Literacy and Access

The [Digital Literacy and Access](#) opportunity provides funds to help California public libraries improve access to high-speed broadband and improve digital literacy in their communities, through digital navigation services for library users, digital literacy training opportunities for the public, and AI and/or internet safety classes. The opportunity opened on April 22 and closes at 12 Noon on June 3. An information session was held on Wednesday, April 29 at 10:00 AM. [View the recording.](#)

*State of CA and LSTA-funded.*

### Zip Books

The [Zip Books opportunity](#) closed on May 20, 2026. Award notifications will occur July 2026 and the project period will be July 1, 2026 - August 31, 2027.

Bonus: Zip Books now comes with an **extra eBooks option, run by Califa**. Patrons can request **eBooks**, and when selected, those titles are **added to the statewide collection!** These books are then available to the whole state, via the Palace app.

## Networking and Training

### Public Library Directors Networking Call

The next call is scheduled for Wednesday May 20 at 3:30 p.m. The call will feature updates from the State Library, further work on the statewide visioning project, and collaborative group discussions.

### Communities of Practice

The California State Library now consolidates all scheduled Community of Practice events on a single calendar. On our website, under Services to Libraries, select [Communities of Practice](#) (under the Resources for Public Libraries section). Help your staff build valuable connections across the state by sharing relevant Communities of Practice with them.

## Current Projects and Services

### Libraries with Heart Campaign from Rural Health Connections

Since November, public and tribal rural libraries across the state have participated in Califa's Rural Health Connections project. In partnership with the American Heart Association, 58 locations are preparing to launch the Libraries with Heart campaign. Through this initiative, participating locations will offer blood pressure monitors (for checkout or for in-library use) alongside programming that supports heart health.

*LSTA-funded.*

## California Library Literacy Services: ESL funds ends June 30, Adult Literacy & Family Literacy Ongoing

Dedicated one-time English as a Second Language (ESL) funding ends June 30, 2026. All ESL funds must be spent by this date. Adult Literacy Services and Family Literacy Services continue to be supported by ongoing funding provided by the State of California.

Thank you to the new coordinators and directors with CLLS programs who joined us at the CLLS Orientation this May. We appreciate you taking time out of your schedules to participate. For general information on the CLLS program, see the [CLLS web pages](#) and visit the [Manage Your Grant](#) page for information on CLLS data collection. Reach out to [clls@library.ca.gov](mailto:clls@library.ca.gov) for more information. *State of CA-funded.*

## California Libraries Learn (CALL) – professional development for all levels of library staff

- Access live and recorded professional development for all members of your team at [www.callacademy.org](http://www.callacademy.org).
- [Subscribe to the CALL Letters newsletter](#) for weekly updates.
- Encourage all levels of your staff to get started with [CALL Academy](#).
- Local CALL can help your library bring high-demand in-person trainings to your region. [Learn more and submit an interest form](#). The interest form will close May 29!

*LSTA-funded.*

## COMPASS Project: Resources and Information for Public Libraries

At a time when many library systems are facing decreased budgets and may be forced to cut digital subscriptions, a reminder that California offers — at no cost to public schools, districts, local libraries, or students — online educational content and tools with [COMPASS: the California Online Media Program for Access and Student Success](#) (formerly the K-12 Online Resources Program). The purpose of COMPASS, from the California State Library, is to provide equitable access to online library resources for all K-12 public school students and their families, both in the classroom and after school. *State of CA-funded.*

COMPASS provides tools ranging from early literacy support (PebbleGo Science, TeachingBooks for Libraries) to science and climate change resources (Gale Interactive Science, Nat Geo Kids, Environmental Studies) to a suite of performing-arts and history/social studies content (20+ Alexander Street collections).

## Timely COMPASS Resources and Information for Public Libraries

- [Slides from recent COMPASS for public libraries training](#)
- Need help setting up access to ALL COMPASS resources? [General program sign up form](#)

- Does your library currently offer Capstone’s PebbleGo Science for your youngest patrons? More [information on this statewide resource](#) and [sign up to get PebbleGo Science for your library](#)
- Questions about the [Alexander Street content](#) or set up information? Watch this [recording of a July 2024 training](#) and accompanying [slide deck](#). Remember, the Alexander Street collections include [library performing rights too](#) (with the exception of the National Theatre collection) – a great addition for programming for all ages!
- Stay informed! [Sign up for the COMPASS newsletter](#). And please contact [compass@library.ca.gov](mailto:compass@library.ca.gov) with any questions.

*State of CA-funded.*

### Parks Pass Program

The Parks Pass program supports all Californians in exploring the outdoors and gaining the benefits of our parks by providing free vehicle day-use entry passes for checkout at local libraries.

The Parks Pass quarterly report due dates are:

- July 23, 2026 (for reporting period Apr-June 2026)
- October 22, 2026 (for reporting period July-Sept 2026)
- January 28, 2027 (for reporting period Oct-Dec 2026)

Quarterly reports should be submitted via the [California State Library Statistics Portal](#). For any questions, email [parkspass@library.ca.gov](mailto:parkspass@library.ca.gov).

Save the Dates for California State Parks Week: June 10–14, 2026! The weeklong celebration will be **June 10–14, 2026**, and your library is invited to participate. The tagline is “This is where you live.” There are many ways to celebrate California State Parks Week. Visit <https://castateparksweek.org/> for more information and to view the event schedule. This event celebrates California’s 280 state parks and the people who visit and help protect these iconic places.

A [toolkit](#) is available to support marketing, circulation, programming, and more. It has been updated to make the information cleaner and more accessible. The public can access information on the State Parks Pass at [checkoutcastateparks.com](http://checkoutcastateparks.com)

If a participating public library jurisdiction needs more park passes, bookmarks, or survey flyers, [please fill out the new order form from State Parks](#). To report lost passes, please enter each lost pass [using this webform](#) (an individual submission for each lost pass). Parks Passes are valid through December 31, 2026. *State of CA-funded.*

### Ready – Or Not: Cultural Heritage Disaster Preparedness Project

California's [Cultural Heritage Disaster Preparedness Project](#) connects communities holding at-risk collections with the resources needed to protect those collections from destruction and make them available to all Californians. In partnership with the Northeast Document Conservation Center, [Ready – Or Not](#) preservation consultants provide consultation and conduct free site visits for California organizations stewarding cultural resources and then deliver an assessment report with their observations.

California cultural heritage collections interested in a free consultation can [sign up for a free assessment](#). Remote consultations for disaster plan creation or updates are also available. For more information, contact [CAready@nedcc.org](mailto:CAready@nedcc.org) *State of CA-funded*.

Additional training on Disaster Planning Basics can be found through California Libraries Learn: **Four-week self-paced course | June 8 - July 6, 2026**

Libraries, archives, and museums must be prepared to protect staff, users, collections, and facilities in the event of emergencies ranging from minor crises to community-wide disasters. This course helps participants prepare for and limit various types of damage through risk assessment, disaster planning, and recovery procedures.

Learn more and sign up at [Disaster Planning Basics | CALL Academy](#). *LSTA-funded*.

### [Student Success Cards for All](#)

California legislation signed by the Governor in October 2023 — SB 321 (Ashby) — makes it easier for libraries to put Student Success cards into the hands of every California child who wants one.

Student Success cards give students access to books and online resources from their public library, free of charge, through partnerships with local school districts. The Student Success Cards for All initiative aims to ensure that all California students have the opportunity to obtain a Student Success card by the third grade.

The legislation asks the State Library to:

- Offer resources to assist public libraries and schools in finding strategies that work best for their communities.
- Coordinate with public libraries to determine the most effective means to ensure each student is provided the opportunity to obtain a Student Success card by third grade.
- Ensure that partnerships between public libraries and schools have been established to issue Student Success cards.

See recent CLA Talk messages around Student Success for registration links to the regularly occurring networking calls.

For more information, visit the [Student Success Cards for All webpage](#) or email [studentsuccess@library.ca.gov](mailto:studentsuccess@library.ca.gov).

## Summer Community Impact Report 2026

The [2026 Summer Community Impact Report Questions](#) are available online. Data collected from this report will show the impact of public library summer programs across California.

We are looking to confirm your library's contact person for submission. Use the link below to input the contact information for the person(s) in your library that will submit your summer program data.

The person(s) listed will be responsible for submitting the **2026 Summer Community Impact Report** through **Microsoft Forms**. Although we ask for multiple contacts, only one person should submit the data for your library jurisdiction.

[Submit your library contact information using this form](#) by **July 10<sup>th</sup> at 5pm**.

An excel form with the questions will also be sent to the person listed as your primary contact once your information is submitted. Use the excel form or copy the questions from the [2026 Summer Community Impact Report Questions](#) webpage to collect required statistics and programming information for your library's 2026 summer programs.

The Summer Community Impact Report relates to all your library's summer 2026 programs, including Lunch at the Library programs, Parks Pass activities, youth development programs, story times, outreach programs, etc. While we realize some of these statistics will be reported in other places, it is important to collect these responses to capture the full picture of the summer landscape in California public libraries.

*Projects marked "LSTA-funded" are supported in whole or in part by the U.S. Institute of Museum and Library Services under the provisions of the Library Services and Technology Act, administered in California by the State Librarian.*

*Projects marked "State of CA-funded" are supported in whole or in part by funding provided by the State of California, administered by the California State Library.*