



SAN JOAQUIN VALLEY LIBRARY SYSTEM

Administrative Council Meeting

August 7, 2026

APPROVED MINUTES

A. COUNCIL OPENING

1. Matt Johnson (Mariposa County), called the meeting to order at 10:03 am.
2. Roll Call
 - i. Council present: Jeannette Davies (Coalinga-Huron), Sally Gomez (Fresno County), Andie Sullivan (Kern County), Ashley Nurfer (Kings County), Krista Riggs (Madera County), Matt Johnson (Mariposa County), Smruti Deshpande (Merced County), Alex Pollock (Porterville), Heidi Clark (Tulare City), Darla Wegener (Tulare County).
 - ii. Staff present: Chris Wymer (SJVLS), Kevin Nelson (SJVLS), Aaron Lusk (SJVLS), Rachel Nelson (SJVLS)
 - iii. Council absent: Rebecca Jauregi (Porterville), Amy Taylor (Merced County).
 - iv. Guests: Brian Henderson (Henderson CPA), Josh Chisom (California State Library), Terrance Eckman (Fresno County), Shaylyn Pineda (Kern County), Alma Guzman (Porterville).
3. Introductions
 - i. Staff introductions were conducted.
4. Agenda Adoption
 - i. Motion to Adopt Agenda – Clark (Tulare City)
 - ii. Gomez (Fresno County) seconded.
 - iii. Motion passed.
5. Public Comment
 - i. None.

B. CONSENT AGENDA

1. Motion to approve draft minutes of May 29, 2026, the Financial Update report, and the Delivery Services Policy.
 - i. Motion made by Gomez (Fresno County).
 - ii. Clark (Tulare City) seconded.
 - iii. Motion passed.

C. ITEMS FOR INFORMATION AND ACTION

1. Approve Amended CLSA Plan of Service
 - i. Wymer informed Administrative Council that the final California budget approved by the legislature increased CLSA allocations by zeroing out the Zip Books budget. SJVLS's allocation increased by \$66,256, and a revised Plan of Service must be sent to the State Library proposing how SJVLS will use the additional funds.

- ii. Wymer presented two options to use the additional funding. The first option would allocate additional funding to delivery services, reducing the reserves needed to fund delivery. The second option would allocate additional funding to create a local Zip Books program, which would allow SJVLS members to continue offering the service to their patrons. The members would be the ones making the purchases and tracking the items they order, and SJVLS will reimburse the purchases quarterly.
 - iii. Administrative Council discussed the options. The members that received Zip Book funding in previous fiscal years shared their experiences and approaches to managing the program. The consensus was that the program requires an investment of staff time to manage, but it's well received by patrons and worth the effort. Administrative Council also discussed whether Zip Book allocation amounts would be divided per member or shared by everyone, and that there needs to be clear procedures for staff to follow.
 - 1. Wegener (Tulare County) motioned to allocate the additional CLSA funds to implement a local Zip Books program, and to authorize Wymer to submit an updated Plan of Service to the State Library.
 - a. Gomez (Fresno County) seconded.
 - b. The motion passed.
2. Approve Tulare County IT Providing Desktop Support
- i. Wymer informed Administrative Council that Tulare County contacted SJVLS to ask if it was possible to have their County IT department provide desktop support to library branches and staff while the library's tech support staff is on extended leave. SJVLS and Tulare County are requesting approval to allow Tulare County Information & Communications Technology (TCiCT) staff to provide remote desktop support while SJVLS, Tulare County Library, and TCiCT draft a memorandum of understanding for the service.
 - ii. SJVLS staff met with TCiCT to discuss how it would be implemented and define roles and responsibilities. TCiCT staff would use remote software to provide support for library staff when requested. The support application would be configured on the Tulare County Library firewall and provide a way for TCiCT staff to remotely access library workstations, when support is requested. The software creates a secure connection between the library's workstation and TCiCT, and there would be clear delineation of duties between SJVLS and TCiCT.
 - 1. Nurfer (Kings County) motioned to approve allowing TCiCT to provide remote support to Tulare County Library workstations, and to authorize the Administrative Librarian to draft a memorandum of understanding between Tulare County and SJVLS to formalize the service.
 - a. Riggs (Madera County) seconded.
 - b. The motion passed.
3. California State Library Tutor.com Subscription

- i. Wymer informed Administrative Council that Pacific Library Partnership (PLP) and the State Library are offering HomeworkCA, K-12 Online Tutoring through Tutor.com, to all California libraries for fiscal year 2026-27, and asked for their direction on how to proceed. The new subscription overlaps with SJVLS's current Tutor.com subscription, but SJVLS's subscription includes college and adult learner resources that are not a part of HomeworkCA. If SJVLS participates, Tutor.com would give SJVLS a credit for \$55,000, which is half our subscription cost, but doing so would complicate access for patrons.
 - ii. Administrative Council discussed options, including whether the decision needed to apply to all members, or if each member could decide on their own. Council members also expressed frustration that once again a statewide resource offering conflicts with an existing SJVLS subscription. After discussion, the consensus was that getting usage is already difficult enough and Administrative Council didn't want to further complicate access for patrons.
 - 1. Sullivan (Kern County) motioned to not participate in HomeworkCA and keep the current Tutor.com subscription.
 - a. Deshpande (Merced County) seconds.
 - b. Motion passed.
- 4. Approve Budget Modifications
 - i. Wymer requested approval from Administrative Council for two budget modifications. The first modification was to increase expenditures from System Committed Projects for SirsiDynix's Annual Maintenance costs. The second modification was to increase expenditure from the Technology Plan for the OverDrive Magazines subscription.
 - ii. This year's budget allocated \$180,271 to pay SirsiDynix's Annual Maintenance costs, and the one-year renewal invoice totaled \$184,956.27. Wymer requested approval to increase expenditures in the amount of \$4,690 to account for the increased cost.
 - iii. This year's budget allocated \$68,625 for OverDrive Magazines, because that was the quote received from OverDrive. After SJVLS approved the subscriptions, OverDrive staff contacted SJVLS and informed us they provided incorrect prices in their quotes. Fresno County's quote increased from \$25,000 to \$30,000, and the final price was \$28,500 after a 5% discount was applied. Porterville was also mis-quoted. Their price was reduced from \$5,000 to \$2,000, and the final price was \$1,800 after a 10% discount was applied. This resulted in a net increase of \$2,050 for all members' subscriptions.
 - 1. Clark (Tulare City) motioned to approve the budget increases.
 - a. Sullivan (Kern County) seconded.
 - b. The motion passed.
- 5. Fresno Privatization and SJVLS JPA

- i. Wymer gave an update on the recent discussion about Fresno County privatizing library services and the potential ramifications on SJVLS's JPA. If Fresno privatizes library services, it could potentially disband SJVLS. Administrative Council discussed what could be done to preserve SJVLS if Fresno moves forward with privatization.
- 6. Engagement Letter with Redwood Public Law
 - i. Wymer requested approval to sign a letter of engagement with Redwood Public Law, LLC. Last year SJVLS's legal counsel retired without notice, and SJVLS has been without counsel since. Wymer contacted Carol Frost from Pacific Library Partnership to ask who was representing them, and Frost said she was working with Richard Pio Roda from Redwood Public Law. Wymer met with Roda to introduce SJVLS and the current legal needs, and Roda and his firm were willing to represent SJVLS.
 - 1. Clark (Tulare City) motioned to approve signing a letter of engagement with Redwood Public Law.
 - a. Gomez (Fresno County) seconded.
 - b. The motion passed.
- 7. Spydus Migration & Paperless Notices
 - i. Wymer presented a proposal to stop sending print notices for holds, overdue and lost items, and billing notices when SJVLS goes live on the new ILS. Currently, the folder-sealer machine used to prepare notices for mailing is failing and would need to be replaced. To support the proposal, Wymer shared the counts of notices sent by each notification type over the previous 3 years. The number of print notices sent has been declining steadily, while other methods have increased. Wymer noted that this change would also result in budget savings, because the other notification methods cost significantly less than postage.
 - ii. Gomez noted that Fresno County staff already discussed this proposal, and they're in favor of the change. Wegener asked if there were any laws requiring government agencies to send billing notices in print. Wymer was not sure if there was a requirement and said he would double check with legal counsel.
 - 1. Wegener (Tulare County) motioned to approve stopping print notices when SJVLS goes live on Spydus, if there isn't a law requiring certain notices to be sent in print.
 - a. Clark (Tulare City) seconded.
 - b. The motion passed.

D. STAFF REPORTS

- 1. Chair
 - i. No report.
- 2. State Library
 - i. Please refer to the report shared by Josh Chisom from the California State Library.
- 3. Administrative Librarian

- i. Wymer informed Administrative Council that he's starting to work on CTF recertification for all SJVLS locations.
 - ii. Wymer reported that he submitted the final reports for the Collaborative Connectivity Grant from ICOE.
 - iii. Wymer reported that he's working with Civica to set up the Spydus training schedule.
- 4. SJVLS – System Administrator
 - i. R. Nelson reported that she's been picking up the tasks Guenzi performed before he left SJVLS.
 - ii. R. Nelson reported that she completed the loan policy review with members and will work on implemented requested changes.
 - iii. R. Nelson reported that she's working with the members to review their codes and identify any changes they want.
- 5. Senior Network Systems Engineer
 - i. K. Nelson reported he's preparing the open the PC Order.
 - ii. K. Nelson also informed Administrative Council that the UPS installs are being scheduled by Logic.
 - iii. K. Nelson gave an update on the installation of the headquarters routers. The routers were received, but SJVLS ran into a licensing issue that needed to be resolved.
 - iv. K. Nelson's final report was he's retiring next Friday, August 14.

E. DIRECTOR'S COMMENTS

- 1. Johnson (Mariposa County)
 - i. Mariposa County recently launched Kanopy streaming video. It's been well received by the community.
 - ii. November is the 100th anniversary of the Mariposa County Library. They are planning a celebration on November 13.
- 2. Gomez (Fresno County)
 - i. Fresno's capital projects continue to progress.
- 3. Jauregi (Porterville)
 - i. The new library design is still being worked on by architects.
 - ii. They also had a successful Summer Reading Program.
- 4. Nuhfer (Kings County)
 - i. Kings County's capital projects continue to progress.
 - ii. They wrapped up their Summer Reading Program and had their best participation since the COVID pandemic.
- 5. Wegener (Tulare County)
 - i. Tulare County's Summer Reading Program and Lunch and the Library were a success.
 - ii. Tulare County is planning for a soft opening of the new Springville Library later in August.
 - iii. The Orosi and Alpaugh renovations continue moving forward.
- 6. Sullivan (Kern County)

- i. Kern County completed their renovation projects and are doing the final parts of the projects.
 - ii. Kern County will host a staff safety workshop in September.
 - iii. Kern County is participating in the Laufey book club in September and are ordering special library cards for the program.
- 7. Clark (Tulare City)
 - i. Tulare City is preparing a new master plan for the library.
 - ii. They exceed their community reading goal for the Summer Reading Program.
- 8. Riggs (Madera County)
 - i. Madera hosted their first Career Online High School graduation. They had four graduates.
 - ii. North Fork's renovations keep moving forward.
- 9. Davies (Coalinga-Huron)
 - i. Coalinga-Huron wrapped up another successful Summer Reading Program.
 - ii. They are working on a strategic plan and maintenance plan for the library.
- 10. Deshpande (Merced County)
 - i. Merced County's Summer Reading Program wrapped up, and it was a successful year.
 - ii. They hosted a 1,000 books before kindergarten graduation and had four graduates.

F. CALENDAR ITEMS

- 1. Date and location for next Administrative Council Meeting
 - i. October 2, 2026, at the Madera Main Library.

G. ADJOURNMENT

- 1. The meeting was adjourned at 1:02 p.m.