SAN JOAQUIN VALLEY LIBRARY SYSTEM

Automation Committee Meeting
May 20, 2026

APPROVED MINUTES

A. CALL TO ORDER

1. The meeting was called to order at 10:00 a.m. by Chris Wymer

B. ROLL CALL AND INTRODUCTIONS

1. Roll call was conducted.
    i. PRESENT
        1. Yvonne Galvan (Coalinga-Huron), Tiffany Polfer (Fresno), Kristie Pratt (Kern), Gentky Vang (Kings), Smruti Deshpande (Merced), Alex Pollock (Porterville), Faythe Arredondo (Tulare County), Sheri Haveman (Tulare City), Chris Wymer (Chair), Stephen Guenzi (SJVLS), Rachel Nelson (SJVLS)
    ii. OTHERS PRESENT
        1. Kevin Nelson (SJVLS), Catherine Chacon (Fresno), Jeannette Davies (Coalinga-Huron)
    iii. ABSENT
        1. Matt Johnson (Mariposa), Brian Martin (Kings), Alma Madrigal-Ward (Madera)
2. Introductions were conducted.

C. ADOPTION OF THE AGENDA

1. Polfer (Fresno) motioned to adopt the agenda as distributed.
    i. Pratt (Kern) seconded the motion.
    ii. The motion passed.

D. PUBLIC COMMENT

1. There were no comments from the public.

E. APPROVAL OF PREVIOUS MEETING MINUTES

1. Deshpande (Merced) motioned to adopt the minutes as distributed.
    i. Arredondo (Tulare County) seconded the motion.
    ii. The motion passed.

F. PROJECTS FOR DISCUSSION AND ACTION

1. Approve FY 2026-27 Meeting Schedule
    i. Wymer shared the proposed meeting schedule for next fiscal year. He kept the same schedule for in-person and virtual meetings, as well as meeting locations from the current year.
        1. Pratt (Kern) motioned to approve the 2026-27 meeting schedule.

2. Pollock (Porterville) seconded.
3. The motion passed.

2. Spydus Migration Preparation
    i. Wymer provided an update on the ILS migration. Over the last month he has worked with Civica to finalize the terms of the order form and the terms and conditions for the agreement. There were two main points that Wymer requested changes to, they were the payment terms and governing law for the contract. Civica's normal payment terms have the implementation and first year fees due at the same time, while Wymer's intent in the RFP was the implementation fee would cover the migration period and Year 1 wouldn't begin until the go-live date. After negotiation, SJVLS and Civica agreed that the implementation and Year 1 fees will be due at contract signing, but the Year 1 service period will not commence until either: 9 months after the contract signing or SJVLS's go-live date, whichever comes first. Civica's normal terms for governing law for contracts and venue for legal disputes are that Ohio state law is the governing law for the agreement, and any disputes that cannot be resolved through mediation will be adjudicated in Ohio state court. Wymer requested a change to the governing law for the contract to be governed by California state law. Civica agreed to change the governing law for the agreement, but any disputes that cannot be resolved will be adjudicated in Ohio state courts. With those changes finalized, SJVLS is ready to sign and return the order form.
    ii. Wymer asked committee members to start preparing for the migration by ensuring they're regularly using the borrower and item clean up reports to keep borrower and item records accurate, as well as to begin reviewing their various codes and thinking about if there's anything they'd like to change during the migration. That includes renaming location, item type, or borrower type codes, consolidating and revising collection codes or borrower stat classes, and similar codes.
    iii. Committee members asked about different aspects of the migration, and what can be done to prepare for them. Pratt asked if staff should clean up outdated blocks, such as expired holds blocks. Haveman asked if they should do an inventory of their collections before the migration. Deshpande asked about future of the Comres database and if it will be migrated. Committee members indicated they would prefer to have Comres searches be distinct and separate from other catalog searches. Pratt asked about options for exporting and saving patron's My Lists from ValleyCat, and if SJVLS would add a message to ValleyCat reminding patrons to save their lists, if they want to keep them.
    iv. Wymer said he would investigate options to automate resolving expired hold blocks. There may be a way to create a DayEnd task that resolves old, expired hold blocks overnight. An inventory of collection is a great idea, if a library has the time and resources to do it prior to migrating. If any members have questions about the inventory process or would like to discuss procedures to do, they can reach out to SJVLS for help. Wymer will ask about the Comres database when SJVLS begins implementation discussions with Civica. In regard to patron's My Lists, Wymer will work on drafting notice language to add to ValleyCat's front

page and My Lists page to inform patrons they need to export and save their lists. He will also reach out to SirsiDynix to see if there's a way to get an export of patron's My Lists, to offer patrons who forget one last chance to save their lists.

3. Renewing Borrower Accounts
    i. With the inactive borrower purges scheduled for June, Wymer wanted to provide committee members with advice on steps to renew borrower accounts, with a focus on patron's asking to renew their accounts before they expire. His recommendation for borrowers that would like to renew their accounts before they expire is to open their record, edit the expiration date to yesterday, close the account and re-load it. That will prompt Horizon to ask staff to renew the account. When staff renew it, the patron's registration/renew date will update correctly. This is important, because it can help ensure patron's accounts are not deleted when they're active.
    ii. Pratt shared that in the past, SJVLS advised that members should not use the procedure above, because the patron's expiration date wouldn't be updated correctly. Instead of using the value it should, Horizon extended all borrower types expiration dates for 3 years, even those that should have expired sooner. Pollock shared that staff do not have permissions to renew borrower accounts using Wymer's procedure.
    iii. Wymer said permissions could be adjusted to grant staff that permission, if it's something Porterville would like to do. He will investigate the bug in account expiration dates, to see if it's still relevant.
4. Update on the Source
    i. Wymer gave the committee an update on the Source. SJVLS is aware of an issue where the Source no longer has LDAP authentication to Active Directory. The lost connection means the Source can no longer check Active Directory for staff accounts during login, preventing new staff members from logging in. Rather than spending time trying to fix an outdated tech stack, SJVLS is going to focus on creating a new Intranet. If new staff members need access to the Source, staff can send a request to SJVLS to create an account for them. If staff members that used the Source before cannot remember their password, they can use the reset password feature to set a new one.
    ii. Wymer also asked if there were any name recommendations for the new intranet. Suggestions included Crawler, Annex, or something spider related, since we're migrating to Spydus.
5. JSA Training Topics
    i. Wymer asked the committee what training topics they're interested in, or need to help them understand Horizon, and its different features or functions. He recognized that he has not done an adequate job of providing training or following up on new JSA training and would like to fill in the gaps.
    ii. Committee members provided a list of training topics that included: Cataloging, BC Analytics, compound searching and other power searching methods, how to use Item Group Editor, Inventory, inventorying collections, creating staff accounts, passkeys and staff permissions, Syndectics Unbound, and configuring the mobile app.

iii. SJVLS will work on developing a training schedule and share it with JSAs.

G. STAFF REPORTS

1. Senior Systems Network Engineer
    i. Nelson shared that because of AI data centers monopolizing RAM and other hardware, the cost of PCs continues to increase. The quotes received for the Spring PC Order are coming in much higher than previous orders, and if members need to purchase PCs they need to plan for the higher cost.
2. Associate System Administrator
    i. Guenzi gave a report on the COSUGI conference. He also let the committee know that as the migration begins, SJVLS will be reaching out more frequently to members and helping with creating tools and reports for the upcoming migration.
3. System Administrator
    i. Nelson shared that she and Guenzi are discussing ways to have more in-person meetings and training with the members.
    ii. Nelson gave an update on the Library Card Order. Some members' designs needed modifications, and she asked them to please complete them.
    iii. Nelson's final update related to the upcoming inactive patron purge. She sent out an email asking members to confirm their parameters and reminded the committee about the deadline to respond.
4. Administrative Librarian
    i. Wymer shared that SirsiDynix will be migrating Enterprise to an Azure private cloud environment. The migration is expected to take about 10 hours to complete. It's scheduled to start at 9:00 PM on Wednesday, June 3.

H. CALENDAR ITEMS

1. Date and location for next Automation Committee Meeting
    i. July 15, 2026, online via Microsoft Teams.

I. ANNOUNCEMENTS

1. Arredondo shared Tulare County's new Springville branch finally has power and is on pace to open in the next two months.
2. Pollock shared that Porterville's new library is moving forward with planning and construction. The anticipated completion date is in 2028.
3. Polfer shared Fresno County's Kingsburg Library renovations were completed ahead of schedule and the branch re-opened to the public. The renovation of the Central Library is about to begin, and the Heritage Center and collection were moved to the Politi Library annex.
4. Pratt shared that Kern County's Summer Reading Program is about to begin. It will run from June 1 through July 31.
5. Deshpande shared that Merced County's Summer Reading Program is also about to being. It will run from June 1 through August 5.

6. Gentky shared that the Hanford Library renovation should be complete early next year, and the Lemoore renovations will be done around October.

J. ADJOURNMENT

1. There being no further business to discuss the meeting adjourned at 11:45 a.m.