SAN JOAQUIN VALLEY LIBRARY SYSTEM

Automation Committee Meeting
July 15, 2026

APPROVED MINUTES

A. CALL TO ORDER

1. The meeting was called to order at 10:02 a.m. by Chris Wymer

B. ROLL CALL AND INTRODUCTIONS

1. Roll call was conducted.
    i. PRESENT
        1. Yvonne Galvan (Coalinga-Huron), Catherine Chacon (Fresno), Kristie Pratt (Kern), Brian Martin (Kings), Matt Johnson (Mariposa), Alma Madrigal-Ward (Madera), Smruti Deshpande (Merced), Alma Guzman (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), Aaron Lusk (SJVLS), Logic Vang (SJVLS), Tiffany Polfer (Fresno), Andie Sullivan (Kern)
    iii. ABSENT
        1. Alex Pollock (Porterville)
2. Introductions were conducted.

C. ADOPTION OF THE AGENDA

1. Pratt (Kern) motioned to adopt the agenda as distributed.
    i. Madrigal-Ward (Madera) seconded the motion.
    ii. The motion passed.

D. PUBLIC COMMENT

1. There were no comments from the public.

E. APPROVAL OF PREVIOUS MEETING MINUTES

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

F. PROJECTS FOR DISCUSSION AND ACTION

1. Migration to Spydus Update
    i. Wymer provided an update on the ILS migration. He shared that SJVLS has given Spydus borrower record data, block tables, item files linked to a bib, city/state, and MARC files. He also shared that he filled out the training form request for training implementation and thanked the

jurisdictions who were able to give feedback. He shared that we also passed over the loan policies and magazine service form which had the IP address and SIP connectivity reactors for EZ Proxy. Wymer also passed over the domain name and HQ codes (which will stay the same) and the emails about notices with the updated email address.

ii. Wymer explained to the committee what would happen next. This included that Spydus will analyze the data we sent to them, and they will be in contact with questions and follow-ups. Wymer then showed a basic general timeline for the next year for key events that will happen. September- November is when the main training will take place. The training will be a train the trainer module and the trainer will be the JSA from each jurisdiction. The training will be around 10 -14 people per session but occasionally can include subject specific experts from jurisdictions for certain training courses. Wymer also said that Spydus asked what the best cadence is for training would be. R. Nelson then shared that Spydus suggested 2 hours blocks a few days in a row. For example, 2 hours for part one on circulation on Monday, 2 hours for part two on circulation on Tuesday, 2 hours for part three on circulation on Wednesday, etc. Wymer said that in the following months, JSAs and jurisdictions will need to review codes and decide what we want to keep, delete, change etc. Wymer said that SJVLS will pull all the information for the review and send it in a format so jurisdictions can make comments for edits and changes. SJVLS will then send the updated information to Spydus to implement.

iii. Wymer said that the projected go live date is projected to be March 23, 2027, and to please make sure that those who will be attending the trainings will not be leaving the library soon. He wants to make sure that the person who takes these trainings plans to be here until the go live date so that no information is lost from training.

iv. Questions were raised about character code limits, dates for UAT testing, how many days Horizon would be down between the final data transfer and go live date, and if those would be calendar days or weekdays. Wymer responded that the limit was 15, testing would be in November-December, and that it would be around 3 days of down time however, there would be an offline version that staff could use.

2. Spydus Notices

i. R. Nelson shared that with the new ILS system, patrons would have the choice to receive more than one type of notification. Patrons could choose to have one type of notification, two, or even all three formats of notification (text, call, and/or email). Since patrons would be able to receive multiple types of notifications, R. Nelson suggested that SJVLS goes to paper free notices. By switching to paper free notices, it would help with saving costs both short term and long term for all in the consortium, become greener, and move forward, becoming more modern libraries. As an alternative, she suggested that they only send final notices via print and everything else prior is digital. Along with the updated number of notifications patrons could receive, the new ILS system would allow for notices to be sent in different languages and brought up if that might be worth exploring.

ii. Wymer then shared that by going to digital notices patrons will get their notifications much faster and reiterated that it would help save costs for the members.
iii. Committee members then discussed that right now everything that is printed is in English and that the only notification that is in a different language (Spanish) is phone calls. Multiple jurisdictions stated that they thought printed notices were out of date and that they are an ineffective means of communication. A few people stated that they only use them as a final verification for an address.
iv. Pratt asked how many notifications went out per month for print notices and Wymer said that there is a report that gets sent every day of the daily sent notices and you can get that report in Jasper/BCA. Wymer then said to gather information needed from each jurisdiction and we will bring this to vote on in September.

3. Training Update
    i. Wymer gave the committee an update on training. He stated that after our last meeting he spoke with SJVLS about the training list we had come up. After discussing it, we concluded that the training ideas we had come up with for Horizon and with the migration timeline to the new ILS, it might not be the most productive use of time and resources to focus on Horizon training. Instead, we want to focus on two training courses and put a pin on training until we start our new training on Spydus. One training would be inventory, which would include how to inventory large collections, and the second training would be on staff permissions. Wymer stated that he would have the inventory training put together by the end of the month.
4. Annual Stats
    i. R. Nelson shared with the committee members that the annual stats have been completed and are in the shared folder. She stated that she sent an email about where to find those and that she will send another email as a reminder of where they are in September when the state reports are closer to being due. R. Nelson did mention that the Enterprise numbers might look a little different because Google analytics calculates them, but the numbers on the statistics are what Google said.

G. STAFF REPORTS

1. Senior Systems Network Engineer
    i. K. Nelson shared that after working with Logic to get information from vendors that the price for PCs will be $1,918.46 however, since quotes are only good for a few days it might vary. These computers will include 3-year pro support plus, wired keyboards, mice, and everything else that members are already used to getting with new computers. He let the committee know to tell SJVLS if they want to order PCs and we will put the order form online for people to fill out.
    ii. 24 Project – This project Is moving forward with the UPS installation and that about half of the branches will be getting them.

iii. 25 Project – This project supplies new routers to all the headquarters. There are some current licensing issues that they are working to fix. This project will bring all the headquarters up to 10 gigs.
iv. 26 Project – This project is to catch up on all the access points and is currently caught waiting for E-rate and USAC to review to move forward.
v. K. Nelson let the committee know that he will be retiring August 14, 2026, and that this will be his last attendance for Automation Committee.

2. Associate System Administrator
    i. Guenzi let the committee know that he accepted a new librarian job with Clovis Community College and will be leaving at the end of this month. He shared that this will be his last attendance for Automation Committee, and he wishes everyone all the best.
3. System Administrator
    i. R. Nelson shared that she and Guenzi compiled all the loan policies for each jurisdiction. She mentioned that she has met with everyone to review their policies except for Kern County and Tulare Public Library.
    ii. R. Nelson gave an update on annual stats stating that they are ready and that she will send another email in September to remind people of where they are located when they start to fill out the state statistics.
4. Administrative Librarian
    i. Wymer shared he has been working on filling out the files requested for the migration to Spydus.
    ii. Wymer shared the news about the potential privatization of Fresno County Public Library and what that would mean for the consortium and for SJVLS specifically. He said he doesn't have other information about it because there has not been an update since he found out. However, he wanted to make people aware of the current situation.

H. CALENDAR ITEMS

1. Date and location for next Automation Committee Meeting
    i. September 16, 2026, at Tulare Public Library.

I. ANNOUNCEMENTS

1. Deshpande shared that Merced County has been doing interviews for various positions such as Account Technician, Deputy Director, Extra Help, etc.
2. Johnson shared that Mariposa is trying to add more staff to the Yosemite and Red Cloud branches since they are short staffed there. He was recently informed that CalPERS is becoming stricter with deadlines for how long people can work after they retire. He said that they have started to look at extra help, which puts Mariposa in a tight spot since they have 5 permanent employees and 20 extra help employees. He is going to be looking more into this and how this will impact them and potentially other counties.
3. Pratt shared Kern County will close the Rosamond Branch for two weeks while they get the HVAC fixed. The dates are August 18-September 1, 2026.
4. Martin shared that in Kings County Tayna Russell retired and that Ashley Nuhfer has been named Interim Director.

J. ADJOURNMENT

1. There being no further business to discuss the meeting adjourned at 11:12 a.m.