



SAN JOAQUIN VALLEY LIBRARY SYSTEM

Administrative Council Meeting September 2, 2022

DRAFT MINUTES

A. COUNCIL OPENING

1. Darla Wegener (Tulare County), called the meeting to order at 10:02 am.
2. Roll Call
 - i. Council present: Raman Bath (Fresno), Mark Lewis (Kern), Natalie Rencher (Kings), Krista Riggs (Madera), Kelly Jones (Mariposa), Vikki Cervantes (Porterville), Heidi Clark (Tulare City), Darla Wegener, (Tulare County) and Amy Boese (Merced).
 - ii. Others Present: Sally Gomez, (SJVLS), Chris Wymer (SJVLS), Kevin Nelson (SJVLS), and Julianna Robbins (California State Library).
 - iii. Council Absent: Mary Leal (Coalinga/Huron), and Amy Taylor (Merced).
 - iv. Guests: Brian Henderson (Hudson and Henderson) and Ingrid Goodman (EdTechnology).
3. Introductions
 - i. Introduction were done.
4. Agenda Adoption
 - i. Motion to Adopt Agenda Cervantes (Porterville)
 - ii. Seconded: Clark (Tulare City)
5. Public Comment
 - i. None.

B. CONSENT AGENDA

1. Motion to approve draft minutes of August 24, 2022, and Financials.
 - i. Motion made by Clark (Tulare City)
 - ii. Seconded by Bath (Fresno)

C. ITEMS FOR INFORMATION AND ACTION

1. Action for Certification of the Need to Continue Virtual Meetings to be extended.
 - i. Motion made to continue with virtual meetings by Cervantes (Porterville)
 - ii. Seconded by Lewis (Kern)
2. Action on BCAP Audit Goodman from EdTechnology recapped on the funding commitment adjustment for 2019, once received. The contract was generated in 2016. Admin inquired whether we had any recourse and Wymer explained that there were mistakes made on all parties involved. Lewis inquired about any cooperation from AT&T and Wymer said none. Wymer is seeking to get an appeal submitted for the commitment to adjust the 2019 e-rate once we receive the adjust letters.

- i. Motion made to appeal and move forward by Lewis (Kern)
 - ii. Seconded by Cervantes (Porterville)
 3. Action CLSA System Annual Program and Expenditure Report to be submitted to the State Library. Wymer, Administrative Librarian and Fiscal Agent to submit the CLSA System Annual Program and Expenditure Report to the State Library. Approval of the recommended action will authorize the Administrative Librarian and SJVLS fiscal agent to sign and return the CLSA system Annual Program and Expenditure Report, as required by the State Library.
 - i. Motion made to approve the schedule Lewis (Kern)
 - ii. Seconded by Clark (Tulare Public)
 4. Action Seeking to Approve the submission of the SJVLS FY 2022-23 system detailed budget to the State Library. Hudson and Henderson prepared the budget to be submitted.
 - i. Motion to Approve To submit SJVLS FY 2022-23 System detailed budget to State Library Lewis (Kern)
 - ii. Seconded by Bath (Fresno)

D. STAFF REPORTS

1. Chair
 - i. No Report.
2. State Library
 - i. Robbins provided an update through email but highlighted some points. The Tutoring Project announcements coming very soon. The sustainable California Libraries LSATA grant opportunity and general update with critical dates given. There should be information on the Building Forward Infrastructure Funding for California Libraries coming soon. Career Pathways: Digital Learning Platforms for All California Public Libraries, please reach out to Julianna with any questions.
3. Administrative Librarian
 - i. Wymer is working on BCAP Audit.
4. SJVLS – System Administrator
 - i. Wymer reported that all reports have been migrated to the new Jasper Server. The next step is migrating scheduled reports then we can shut off the old server.
 - ii. Wymer updated the council that he was not able to find a workable solution for authentication, so SJVLS members will not be able to participate in Palace at this time.
5. Senior Network Systems Engineer
 - i. Nelson reported the PC order done and we received everything that was ordered.
 - ii. Printers are still problematic to get.
 - iii. Scanners are in stock.
 - iv. CENIC reaching out for RFP on year 9. Nelson will be sending email out to branches that need to upgrade.

E. DIRECTOR'S COMMENTS

1. Bath (Fresno) – Had a great summer and no outbreaks at any programs. The only branch that has been in outbreak is Central. We will not be doing the Big Read but we are doing an alternative READ FRESNO which will be more community based, with a lot of the same things as what the Big Read offers.
2. Boese (Merced) –Boese started in May and Merced had a great summer. Seeing people in person was enjoyable. Merced is busy planning programming for Fall in person activities that have been absent for 2 years.
3. Clark (Tulare City) Tulare had a good summer. We have had outbreaks and are short staffed plus still vacancies. Tulare is bringing back Night at the Library on September 19th. Had to drop Passport to 1 day a week. Having a meeting today on partnership with city school libraries.
4. Lewis (Kern) – Received ARPA Funds, which has kept Beal open for 6 days a week, hiring staff and keeping each branch open 1 extra hour a day. Working on our Bookmobile, getting input from Madera.
5. Rencher (Kings) Conducted a customer survey, and learned they wanted Saturday hours. Mobile Library in final phase hope to get it by late September. Conducting interviews for 2 FT Library Assistants for Hanford and PT in Avenal. Held 4 outreach programs. Kicking off Library Card sign ups all about Baby Yoda!
6. Riggs (Madera) – Just hired a driver and they start next week. Working on recruitment for Library Aide, will help move forward. Partnering with The Animal Shelter on Read to a Dog, hoping it helps with adoption. Chowchilla received Steam Grant.
7. Wegener (Tulare Public) – Cooling Centers at Pixley and Exeter. Summer Reading went well. Our programming is still outside, heat has impacted attendance. Still doing craft bags and they are popular. Staff promotions happening and still interviewing.

F. CALENDAR ITEMS

1. Date and location for next Administrative Council Meeting
 - i. September 23, 2022, via TEAMS

G. ADJOURNMENT

1. The meeting was adjourned at 11:05 AM