



SAN JOAQUIN VALLEY LIBRARY SYSTEM

Administrative Council Meeting December 16, 2022

APPROVED MINUTES

A. COUNCIL OPENING

1. Chris Wymer (SJVLS), called the meeting to order at 10:02 am.
2. Roll Call
 - i. Council present: Raman Bath (Fresno), Mark Lewis (Kern), Natalie Rencher (Kings), Alma Madrigal-Ward (Madera), Amy Taylor (Merced), Tony Arellano (Porterville), Heidi Clark (Tulare Public), Florencia Wright (Tulare County), Kevin Nelson (SJVLS), and Chris Wymer (SJVLS)
 - ii. Council absent: Mary Leal (Coalinga-Huron), Matt Johnson (Mariposa),
 - iii. Guests: None
3. Introductions
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4. Agenda Adoption
 - i. Motion to Adopt Agenda by Lewis (Kern)
 - ii. Seconded: Clark (Tulare Public)
5. Public Comment
 - i. None

B. CONSENT AGENDA

1. Motion to approve draft minutes of December 2, 2022, with correction to Directors Comments #2.
 - i. Motion made to approve Consent Agenda by Lewis (Kern)
 - ii. Seconded by Taylor (Merced)

C. ITEMS FOR INFORMATION AND ACTION

1. Action to Certification of the Need to Continue Virtual Meetings.
 - i. Motion made to continue with virtual meetings but to meet in person when it comes time to discuss next fiscal budget year Clark (Tulare Public)
 - ii. Seconded by Lewis (Kern)
2. Retroactive Approval to submit eBooks for all grant funding application. Looking to authorize the Admin Librarian to apply for grant funds in the amount of \$50,000 and allow the funds to be accepted if awarded.
 - i. Motion made to Authorize the Administrative Librarian to apply for grant funds by Clark (Tulare Public)
 - ii. Seconded by Taylor (Merced)

3. Approval to execute PLSEP Grant and accept award, by Administrative Librarian.
 - i. Motion made to approve Bath (Fresno)
 - ii. Seconded by Lewis (Kern)

D. STAFF REPORTS

1. Chair – No Report.
2. Administrative Librarian – Wymer
 - i. Had a baby girl, so has been out of the office, playing catch up on emails.
 - ii. Finalizing PLSEP Grant.
 - iii. Working on yearend internet safety policies.
 - iv. Starting to work on the minutes from the Technology Planning Summit.
3. System Administrator – Wymer
 - i. Working on language for quarantine books, this needs to be updated due to us no longer quarantining.
 - ii. Working on web services for Palace project. Unfortunately, we missed grant funding thru Palace Projects. It will be a \$4,000. Fee.
4. Senior Network Systems Engineer – Nelson
 - i. Working on upgrades on CENIC equipment, having some trouble on the CVIN end.

E. DIRECTOR COMMENTS

1. Gomez (Fresno) - Happy Holidays! Fresno had new batch of Library Assistants start on Monday. They are doing well. We are still trying to get an HR Analyst, have interviews next week. Requisition for Librarian Trainee positions, we will have 4 openings. Trying to get caught up. We are quiet; we are in Outbreak at Central and one other branches. We had an outbreak right after Thanksgiving. Raman shared a story about being a Department Head.
2. Lewis (Kern) - 14 new staff for Saturday hours. There was a 1 cent sales tax, and that is helping us open 5 days a week if possible. We will be on winter break from 12/23-1/2 and reopening on January 3rd.
3. Rencher (Kings) – We will be closed from 12/23/22 till 1/3/2023. We have had no COVID outbreaks. I challenged the staff to a mind staff challenge and did the last one at our in-person staff meeting today. We had our open house, and it was great, and no covid outbreaks. Happy Holidays. It was on being kind to others
4. Rencher (Kings) - December 7th, hosting our 13th annual Winter Open House. So many fun activities, for everyone, including crafts and pictures with Santa. Working on the Growth Mind Set, through ALA, going well.
5. Ward (Madera) - We still have 1 opening in the mountains, so we are getting closer to being fully staffed. We are closing on 12/23/22 for holidays. We had Santa, and the Grinch, good programs. We only had 1 employee test positive.
6. Taylor (Merced) – Interviewing for Librarian next week. Teen room space is coming along and looks great. We are having an Ugly Sweater Day today! Happy Holidays.

7. Arellano (Porterville) – We are open, and everyone is happy to have the library back even if we are in a temporary place. We are doing programs for kids. We had a Customer Appreciation Day yesterday. City Council meeting next Tuesday. Projected date for new building is 2024.
8. Wright (Tulare County) – Construction starts at Dinuba for remodel on January 23rd. We will be closing the branch at the end of the year. We will be closed 12/24 and 31st. Darla is back on 12/27.
9. Cark (Tulare Public) - Still working through the recruitment process and getting fully staffed. Will be closed 12/23 -12/25 and 12/30 -01/01. We have had no covid. We are having some issues with homeless and service animals.

F. CALANDER ITEMS

1. Date and location for next Administrative Council Meeting.
 - i. January 6th, 10:00 online via Microsoft Teams.

G. ADJOURNMENT

1. The meeting was adjourned at 10:45 am.