



SAN JOAQUIN VALLEY LIBRARY SYSTEM

Administrative Council Meeting January 6, 2023

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: Darla Wegener (Tulare County), Raman Bath (Fresno), Mark Lewis (Kern), Natalie Rencher (Kings), Krista Riggs (Madera), Matt Johnson (Mariposa), Amy Taylor (Merced), Vikki Cervantes (Porterville), and Heidi Clark (Tulare Public).
 - ii. Council absent: Mary Leal (Coalinga Huron).
 - iii. Staff present: Chris Wymer (SJVLS), Sally Gomez, (Fresno) and Josh Chisom (State Library).
 - iv. Guests: Kip Hudson (Hudson and Henderson).
3. Introductions
 - i. Staff introductions were conducted.
4. Agenda Adoption
 - i. Motion to Adopt Agenda Cervantes (Porterville)
 - ii. Seconded by Clark (Tulare Public)
5. Public Comment
 - i. None.

B. CONSENT AGENDA

1. Motion to approve Consent Agenda with the following amendments – add Carlos Gonzales to attendee at Technology Planning Summit; and list motion made by Cervantes and seconded by Clark to adopt the Technology Planning Summit agenda.
 - i. Motion made by Lewis (Kern)
 - ii. Seconded by Clark (Tulare Public)

C. ITEMS FOR INFORMATION AND ACTION

1. Motion to approve certification to continue virtual meetings. Wymer discussed that this will become moot due to the State of Emergency lifted on February 20th, 2023. Council agreed to start meeting in person starting in February and will go back to meeting every other month.
2. Wymer reported on Palace Project, he is seeking approval to sign and return the quote for the Web Service Connector for the Palace Project, and set up the resource, with budget modification to reallocate \$3,750 from Professional and Specialized Services to Computer Operations.
 - i. Motion made to approve Lewis (Kern)
 - ii. Seconded by Clark (Tulare Public)

D. STAFF REPORTS

1. Chair
 - i. No Report.
2. State Library
 - i. Parks Pass Grant Due January 30, 2023
 - ii. California Library Literacy Services Due on January 31, 2023
 - iii. 2023 Lunch at the Library due February 13, 2023.
 - iv. The CLC team will host a webinar on January 11th at 11:30 for libraries interested in learning more about collaborating with local anchor institutions to leverage funding available via the California Collaborative Connectivity Grant.
 - v. Hired a new Data Analyst and they are starting next week.
3. Administrative Librarian
 - i. Wymer work on reconnecting Porterville. CENIC indicated 2-3 weeks once they get started. Wymer hoping by March.
 - ii. Wymer participating in Webinar for eBooks for all, will send out email to all, for staff.
 - iii. Wymer reported that we got the final revised funding commitment decision letters that were under audit. We are waiting for Coalinga to send in their Internet safety policies. Thank you to everyone who did send them in. USAC signed off on policies and procedures for competitive bidding.
4. SJVLS – System Administrator
 - i. Wymer worked on cleaning the online catalog last week. There are couple of styles and widgets that he forgot to add. Wymer worked on making things more consistent.
 - ii. Working on training the new Tulare Public JSA.
 - iii. Reminder about Library Card orders will be coming up in two months.

E. DIRECTOR'S COMMENTS

1. Taylor (Merced) – Taylor is out of the office, Amy Boese is in charge right now. We are having some leaks at libraries, with weather.
2. Riggs (Madera) – Lost oak tree in Mariposa. Next week fully staffed and that will be great. Got our recertification for CIPA and internet policies. Community Connections grant, having people from Workforce Development in our Madera and Oakhurst Libraries, which is helpful with the hospital closing.
3. Rencher (Kings) – It is our first week back after Christmas and everyone is settling in. Happy New Year!
4. Lewis (Kern) – We are replacing our fire suppression system, in our local history. This should be finished sometime in January.
5. Johnson (Mariposa) – Channel 30 came to do segment on our Book Give a Way, through our literacy program. Our Storytime was featured as well. Looking at hiring a Library Assistant 1. Holding a local art contest, for our new library card design.

6. Clark (Tulare Public) – Getting new staff next week and still have one in process. We will be close to fully staffed. Opened more computers back up so that is positive.
7. Cervantes (Porterville) – We have a leak at our building and working with the property management team. The leak isn't causing any damage inside. We are delayed by months about getting connected and have been working with Wymer. Working on our Reading Program for Summer. Cervantes requested the emergency list to be updated.
8. Bath (Fresno) – Working on Strategic Plan, old one has expired, and it is good time. We also have leaks due to weather. Central has a leak in our exit stairwell, which is bad. Vacancies being filled and that is good. We will have a new HR person starting January 23rd. This will help Gomez since she has been backfilling.
9. Wegener (Tulare) – We are in the midst of our Reading Challenge. Working on mini grants. Recently promoted a staff member. Still working on getting fully staffed, it has been challenging. Working with the problems due to weather and power outages. d that is good.

F. CALENDAR ITEMS

1. Date and location for next Administrative Council Meeting
 - i. Budget Meeting will be February 3rd, 2023, at Tulare Public Library at 10:00 AM.

G. ADJOURNMENT

1. The meeting was adjourned at 10:50 AM.