



# SAN JOAQUIN VALLEY LIBRARY SYSTEM

## Administrative Council Meeting August 9, 2024

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### APPROVED MINUTES

#### A. COUNCIL OPENING

1. Krista Riggs (Madera County), called the meeting to order at 10:03 am.
2. Roll Call
  - i. Council present: Terry Eckman (Fresno County), Mark Lewis (Kern County), Vikki Cervantes (Kings County), Krista Riggs (Madera County), Amy Taylor (Merced County), Heidi Clark (Tulare Public), Mary Leal (Coalinga/Huron), Matt Johnson (Mariposa), Anthony Arellano (Porterville), and Darla Wegener (Tulare County).
  - ii. Council absent: Sally Gomez (Fresno County).
  - iii. Staff Present: Chris Wymer (SJVLS), and Kevin Nelson (SJVLS).
  - iv. Guests: Brian Henderson (Henderson CPA), and Josh Chisolm (State Library).
3. Introductions
  - i. Staff introductions were conducted.
4. Agenda Adoption
  - i. Motion to Adopt Agenda – Cervantes (Kings County)
  - ii. Seconded by Lewis (Kern)
5. Public Comment
  - i. None.

#### B. CONSENT AGENDA

1. Motion to approve consent agenda items 1-3, draft minutes from May 24, July 10, and Financials.
  - i. Motion made by Cervantes (Kings County)
  - ii. Seconded by Wegener (Tulare County)

#### C. ITEMS FOR INFORMATION AND ACTION

1. Wymer seeking to approve continuing subscriptions to E-Resources discontinued by the State Library. California's budget for fiscal year 2024-25 included substantial cuts to E- Resources funded by the State Library or did not renew funding for E-Resources that were scheduled to end in fiscal year 2024-25. In response to the unplanned loss of resources, SJVLS's Administrative Council asked the Electronic Resources Committee to review the cut resources and make recommendations about whether SJVLS should offer any of them as systemwide resources. After discussing the committee recommends potentially continuing with these resources as systemwide subscriptions: Brainfuse Online Tutoring, LinkedIn Learning, and Learning Express. Admin Council discussed and decided that Brainfuse single products Help Now and Vet Now were the

best for the subscriptions. Admin all had concerns about being able to continue services with budgets being cut; it is important to be able to sustain what is currently offered. Wegener and Cervantes are meeting with Jack Rothstein from Brainfuse after meeting to discuss rates. Motion made to continue with resources HelpNow and VetNow.

- i. Motion to approve Clark (Tulare Public)
  - ii. Seconded by Taylor (Merced County)
2. Wymer seeking authorization for Administrative Librarian and Fiscal Agent to submit the CLSA Annual Program and Expenditure Report to the State Library. It is due on September 3, 2024. Motion to accept report and submit to State.
  - i. Motion to made Cervantes (Kings County)
  - ii. Seconded by Leal (Coalinga/Huron)
3. Wymer seeking to approve Draft Public Records Request Policy. Wegener ask to table till next meeting to have time to review and edit. Wegener will work with Wymer. No motion made.
4. Wymer seeking to approve System participation in ICOE Year 2 in the upcoming fiscal year 2025-2026, and to authorize the Administrative Librarian, or their designee, to collect bids for renewals and new services for eligible members. Nelson has met with everyone. Motion to direct staff to sign up.
  - i. Motion made by Clark (Tulare Public)
  - ii. Seconded by Lewis (Kern)
5. Wymer brought forward the FortiNet 600D firewalls located at 7 member headquarter locations that are going to end of life in September and need to be replaced to continue to protect the network. The current locations are Coalinga-Huron, Kings County, Madera County, Merced County, Porterville City, Tulare County, and Tulare Public. Fortinet will not renew services on devices at the end of life during subscription term. SJVLS is seeking approval to replace the end-of-life firewalls in advance of the renewal and extend services on current equipment for 3 years, so that all our firewalls are current, co-termed with the new firewalls, providing service through 8/6/2027 at a cost of \$52,336.48. This was informational for everyone. Concerns with all the Infrastructure Grant work going on as well.

#### **D. STAFF REPORTS**

1. Chair – No Report
2. State Library – Chisolm had handout in agenda packet but highlighted the following.
  - i. 2024-25 LSTA Inspiration Grants.
  - ii. 2023 Public Library Survey. Wegener ask for dates, clarification on dates. It opens on September 3, 2024, data no later than October 31, 2024.
  - iii. Career Online High School has no more local match.
  - iv. The next Directors Networking Call is on August 21, 3:30 to 4:30.
3. Administrative Librarian
  - i. Wymer got the Annual Report draft done and submitted.
  - ii. Finalized this year's Plan of Service. Riggs signed off and it was submitted.
  - iii. We had two System Administrators; one withdrew the day before for the

interview and the other was not a good fit. We are now back to working with our HR and County HR on updating the Essential Functions Inventory Form. In terms of the Librarian III, had wanted to wait until we had the System Administrator filled. However, that is not going to work. We are going to try and see if someone in Fresno has the skill set to meet the needs as a possible promotion. If this fails, we will open it up to a broader recruitment.

4. SJVLS – System Administrator
  - i. SirsiDynix on July 31 released BlueCloud 2.0 to general availability. Working on setting up a demo for the Automation Committee, to see what and how it will work. Then decide if they want upgrade. They are offering a 10% discount. It is very sleek and modern.
  - ii. SirsiDynix is getting more resources to hire more staff in development, and they will be able to have dedicated teams for specific products.
  - iii. We have the original cataloging contract with Backstage Library Works. We have a meeting with them next week. I have requested samples and will do training as well.
5. Senior Network Systems Engineer
  - i. Nelson thanked everyone on the ICOE project, and their help with the 2025-26 Category II project.
  - ii. Thank you for your patience on the Firewall Project as well, it had to be installed. This took place rapidly.

#### **E. DIRECTOR'S COMMENTS**

1. Eckman (Fresno) – August 19 will start roof work on Central. We are working on avoiding Network impaction. On September 3 the louvers will start coming off the windows. We are attempting to stay open through this process. The RFP for Clovis/Reedley is finishing up, one vendor for both. Next Tuesday, we are taking a new lease for our Politi Branch to the Board for approval. It is four times larger than the present. At some point we are supposed to be remodeling Selma.
2. Clark (Tulare Public) – City put in solar, so we are running on solar. We have been without A/C on staff side, should be fixed later this month. We are going to start offering Kanopy. The Friends and Foundation are going to pay for it. We've had some staffing issues. We had a good summer reading program.
3. Cervantes (Kings) – Was appointed to the CLA Ursula Meyers Training Committee, which hopefully brings some great training to the Valley. I also have been asked to sit on the Intellectual Freedom Committee. We are currently working on a playbook to help with challenges that are being presented to us. We will use it as a working document. Planning on renovation of two branches. One is Hanford and one is Lemoore. We will be in temporary spaces.
4. Lewis (Kern) – Summer Lunch and Reading completed. Some of the smaller infrastructure projects are complete, and some of the larger ones are taking longer. In October we will have Touch-a-Truck program. We might also have a pumpkin patch. We have received extra money through Measure K to support unincorporated areas. We have been able to extend hours at some of our rural branches.
5. Taylor (Merced) – Finished Summer Reading. It was a stellar year this year. Local Author Fair coming up on September 14. Dos Palos Library is moving right

along, and still on schedule for beginning of December. Business as usual, waiting on final budget.

6. Arellano (Porterville) – Library Facilities Planning Committee meeting next week. Sending some recommendations to City Council, due to building a new library on the grant. We finished Summer Program and ended with E & M Reptiles. We received our pillar booth. We got stargazing kits, backpacks, solar chargers, and I Fix It Kits.
7. Wegener (Tulare) – Wegener will send her challenges to Cervantes. She has 4. Great day of Dinuba reopening. Thank you to Cervantes and Wymer for attending. Congressman Costa also attended the Dinuba ceremony. We are having some issues on final financial reports for the Infrastructure Grant. Groundbreaking for Springville is September 16. Will send out information. Alpaugh initial floor plans are in progress. Summer Reading went well. Book Festival is coming back. We have our Park Passes back.
8. Johnson (Mariposa) – We just completed our LST Grant, we were able to take tech classes out to some of our branches to help seniors. We are waiting to hear back on Zip Book grant. Summer reading went very well. Had a visit from our day camp last Friday, had activities surrounding graphic novels. Had a workshop in Wawona yesterday on self-publishing. We will have some workshops on John Muir and the women in his life. Had a workshop on our robot couple of weekends. We had a trivia night. Continuing with read to a dog. We would like to get a pop up at Cathys Valley.
9. Riggs (Madera) - A/C broken for about a month now. It is going to be very expensive, around \$49,000. We are trying to stay positive and staying open until about 1:00 PM. Working through our Building Forward Grant, no extra money to spend at all. Wrapping up our Raising a Reader grant and it went well. Finishing our Inspiration Grant. It gave people what they needed and suggested and was a success. NFPF Grant is to preserve digital film in North Fork on the 1 native woman to attend phone school. It is a great project for the Mono Indian culture.

#### **F. CALENDAR ITEMS**

1. Date and location for next Administrative Council Meeting
  - i. October 4, 2024, in Madera. Wymer will follow up with Riggs due to Madera without A/C.

#### **G. ADJOURNMENT**

1. The meeting was adjourned at 11:33 AM.