



SAN JOAQUIN VALLEY LIBRARY SYSTEM

Administrative Council Meeting

October 10, 2025

DRAFT MINUTES

A. COUNCIL OPENING

1. Heidi Clark (Tulare Public), called the meeting to order at 10:02 am.
2. Roll Call
 - i. Council present: Jackie Collings (Coalinga-Huron), Sally Gomez (Fresno County), Shalyn Pineda (Kern County), Maureen McCormick (Mariposa County), Rebecca Jauregui (Porterville), Darla Wegener (Tulare County), Heidi Clark (Tulare Public).
 - ii. Council absent: Andie Sullivan (Kern County), Tanya Russell (Kings County), Krista Riggs (Madera County), Matt Johnson (Mariposa County), Amy Taylor (Merced County).
 - iii. Staff Present: Chris Wymer (SJVLS), Kevin Nelson (SJVLS), Aaron Lusk (SJVLS), Terrance Eckman (SJVLS)
 - iv. Guests: Claudia Acosta (Henderson CPA), Josh Chisolm (California State Library).
3. Introductions
 - i. Staff introductions were conducted.
4. Agenda Adoption
 - i. Gomez motioned to add a discussion item about the recent announcement that Baker and Taylor will cease operations effective January 1, 2026.
 1. Motion to Amend Agenda – Gomez (Fresno County)
 2. Wegener (Tulare County) seconded.
 3. Motion passed.
 - ii. Adoption of the Amended Agenda
 1. Motion to Adopt Agenda – Collings (Coalinga-Huron)
 2. Gomez (Fresno County) seconded.
 3. Motion passed.
5. Public Comment
 - i. None.

B. CONSENT AGENDA

1. Motion to amend the draft minutes of August 1, 2025, to correct the name of the Oak Fire.
 - i. Motion made by McCormick (Mariposa County)
 - ii. Gomez (Fresno County) seconded.
 - iii. Motion passed.

2. Motion to accept the Financial Update report.
 - i. Motion made by Gomez (Fresno County)
 - ii. McCormick (Mariposa County) seconded.
 - iii. Motion passed.

C. ITEMS FOR INFORMATION AND ACTION

1. Accept California Collaborative Connectivity Grant Award
 - i. Wymer informed Administrative Council that SJVLS's request for grant funding to upgrade headquarters routers and purchase 5-year licenses for wireless access points was approved. The total grant award is \$31,174.02. Wymer is requesting approval to accept the grant award, modify the budget to account for the revenue source this fiscal year, and draft and submit the required grant activity reports.
 - ii. Wegener (Tulare County) motioned to authorize the Administrative Librarian to accept the grant award, complete requests for reimbursement, and submit progress reports.
 1. Collings (Coalinga-Huron) seconded.
 2. Motion passed.
2. Approve Data Center Virtualization Hardware RFQ Award
 - i. Wymer presented the results of the Data Center Virtualization Hardware RFQ. SJVLS received responses from three vendors: MGT, Network Craze Technologies, and Storcom, Inc. After reviewing and scoring the responses, MGT's proposal was deemed to be the most advantageous to SJVLS. Wymer provided an overview of each proposal to Council and requested approval to award the purchase to MGT's proposal to purchase two HPE servers and an HP Alletra for storage with a total purchase cost of \$112,769.72. Wymer also noted that the expenditures associated with the recommended action will not use all the funding previously set aside for the replacement, leaving some funds remaining for the next replacement project.
 - ii. Gomez (Fresno County) motioned to accept the recommended action and grant the RFQ award to MGT's proposal.
 1. McCormick (Mariposa County) seconded.
 2. Motion passed.
3. Approval to Release Hypervisor RFP
 - i. Wymer is requesting approval to release an RFP to locate a replacement Hypervisor product for the data center. He provided an overview of what a Hypervisor is and the benefits it provides SJVLS in terms of creating virtual machines to host servers and other applications. SJVLS's current Hypervisor solution is VMWare.

- ii. Wymer and Lusk provided an overview of the current state of VMWare, and changes to subscriptions being implemented by Broadcom, the company that acquired VMWare a few years ago. Broadcom recently announced changes to their licensing model that removed the lower tier of their options, forcing SJVLS to subscribe to a license tier that is larger than needed. At this point, VMWare may no longer be our best solution for a Hypervisor, and SJVLS would like to issue an RFP to compare options.
 - iii. Wymer's goal is to release the RFP in late November or early December and receive responses in January. This would provide enough time to include costs in the upcoming year's budget, and for SJVLS to migrate virtual machines to the new Hypervisor before our existing term with VMWare ends.
 - iv. Gomez (Fresno County) motioned to approve the recommended action and authorize SJVLS to release an RFP for a Hypervisor.
 - 1. Collings (Coalinga-Huron) seconded.
 - 2. Motion passed.
- 4. Approval to release RFQ for Microsoft Licenses
 - i. Wymer gave an update on Microsoft licensing and requested approval to issue RFQ to purchase Microsoft licenses. After the last Administrative Council meeting, Microsoft support staff informed SJVLS that we would not be able to change our billing account type to one that allows us to be invoiced and pay for licenses with a bank transfer. Instead, changing our payment method to allow payment by bank transfer would require SJVLS to purchase licenses through an authorized re-seller.
 - ii. SJVLS staff met with a Microsoft licensing specialist from CDW-G to get more information about the specific licenses that need to be purchased. During the conversation SJVLS learned that Microsoft no longer considers public libraries Education customers and moved them to the Non-Profit license type. Nelson previously submitted a request to grant SJVLS Non-Profit status with Microsoft and the request was granted, which will allow us to make the purchase.
 - iii. Because there are multiple vendors that could sell licenses and the yearly cost of licenses could exceed \$50,000, Wymer is requesting approval to release an RFQ. This way SJVLS can attempt to secure the best pricing possible. SJVLS is waiting for more information about the specific license-type to purchase, but once that's received, Wymer would like to have a quick turnaround on this RFQ. He anticipates being able to issue the RFQ and receive and score responses in a 3-week period. Wymer provided the members with a list of everyone's current license counts and asked them to double check the number of licenses to ensure it matches the number needed.
 - 1. Collings (Coalinga-Huron) motioned to approve releasing the RFQ.
 - a. Gomez (Fresno County) seconded.
 - b. Motion passed.
- 5. Online Magazines Subscription

- i. Wymer followed up on Administrative Council's request at the previous meeting to reach out to OverDrive and discuss options for a system-wide subscription to Online Magazines. SJVLS staff met with OverDrive staff and reviewed different options. During the meeting, OverDrive's staff stated the best way to achieve our desired subscription would be to have all SJVLS members subscribe independently and have SJVLS added as a billing contact to all member's accounts. This set up would allow SJVLS members to remain in their existing OverDrive consortiums, either the Northern or Southern California Digital Library.
 - ii. OverDrive is willing to provide discounts for all SJVLS members if we subscribe as a group. The discounts would range from 5-10% for existing or new libraries. An estimate of the cost puts it in a similar range to the proposed Flipster subscription presented at the last meeting.
 - iii. Clark expressed that this pathway seems to be the best option, even if ERC's initial recommendation was for a different resource.
 - iv. Gomez and Pineda expressed that they were happy to hear about the option. Both members already have subscriptions already. Kern County may not be able to continue the resource if they had to subscribe to it on their own.
 - v. Wymer will return at the December or February meeting with an action item and a quote for the subscription to allow Administrative Council to decide if the resource should be added to the upcoming year's budget.
- 6. Updates to Cataloging Services with Backstage
 - i. Wymer informed Administrative Council that on September 5, 2025, Backstage Library Works informed SJVLS that they would be increasing their pricing for Original Cataloging, in accordance with our agreement. Backstage is increasing the costs per original record by \$0.50 per record. In addition, the proposed price changes also include new pricing for enhancing existing records in WorldCat. This change came at SJVLS's request. Earlier this year some of the records requested by members were for materials that already had records in WorldCat, but our agreement didn't include terms for enhancing brief records to meet SJVLS's record requirements. The updated pricing includes costs for enhancing records, with the cost being determined by the amount of work needed to enhance the record.
- 7. Windows 11 Transition
 - i. Wymer gave an update on the Windows 11 transition. He informed Administrative Council that next Wednesday is the last time we'll get monthly updates for Windows 10. SJVLS members need to make sure they're migrating PCs and deploying Windows 11 at their branches. SJVLS's recommendation is to start with migrating public PCs and upgrading PC Reservation to CloudNine, and once that's complete work on upgrading staff PCs. Lusk advised Administrative Council that beginning October 14, PCs should not be imaged with Windows 10. Any new PCs, or replacements of existing PCs should use the Windows 11 image.
- 8. Large Format Scanner

- i. Wymer continued the discussion about the Large Format Scanner from the previous meeting. Wymer informed Administrative Council that if it's agreeable to all the members, his preference for the Large Format Scanner is to table any discussion about the future and replacing it until Fresno County completes their renovation of the Central Library, and SJVLS is fully staffed.
- ii. Eckman asked if re-locating the scanner to another branch was still being considered, because if another member cannot take it, the scanner will be put into storage for the duration of the renovation project. Pineda asked about the size of the scanner. Wymer said it takes up a staff cubicle in its current location. Wegener asked if there was another Fresno County branch that the scanner could be moved to and Gomez said Fresno does not have a space that meets the size and lighting requirements. Eckman shared that Fig Garden may have space to accommodate the scanner, but he cannot make any guarantees.

9. State Library New York Times Subscription

- i. Wymer informed Administrative Council that a few weeks previous, SJVLS was informed by Califa that the State Library was able to find funding to continue the State Library's New York Times subscription. With the new subscription, there will not be a pro-rated refund for the libraries that subscribed through Califa, which includes SJVLS. The decision to deny refunds was made by the New York Times, not the State Library of Califa. Wymer is frustrated that SJVLS's quick action to preserve access for patrons caused SJVLS to expend funds it didn't need to, and that there wasn't clear communication from State Library staff that this was being considered.
- ii. Wegener and Pineda were in favor of sending a letter to the State Library expressing SJVLS's sentiments about the situation.

10. Baker and Taylor Ceasing Operations

- i. Administrative Council discussed the recent announcement that Baker and Taylor will cease operations, effective January 1, 2026. Many SJVLS members use Baker and Taylor for their purchases, and the announcement puts them in a difficult position. Clark shared her biggest frustration that there's no clear communication from Baker and Taylor, and all the news is being shared second-hand. Wegener shared that her staff were assured that messages to Baker and Taylor are being forwarded and delivered to the staff that remain. Pineda asked what vendors other members are using for orders, and Wegener shared that the other vendors include Brodart, and Ingram, as well as Follett. Pineda also shared that Kern County deposited funds with Baker and Taylor, and they're unsure if they will be able to order enough materials to expend the deposit.
- ii. Fresno County is switching to Brodart as their primary supplier, but it will cost them more to order materials because of the higher cost of processing materials. Coalinga-Huron also uses Brodart as their primary supplier.

- iii. Clark asked about options for pre-processing materials, because that service from Baker and Taylor was helpful for her staff. Gomez shared that processing of materials is also a concern for Fresno, because they don't have the staff necessary to process all materials themselves. Wegener shared that Ingram was easy to work with in the past for pre-processing materials.

D. STAFF REPORTS

1. Chair
 - i. No report.
2. State Library
 - i. Please refer to the report shared by Josh Chisolm from the California State Library.
3. Administrative Librarian
 - i. Wymer shared that SJVLS hired a Supervising Librarian. The candidate will start on November 10, 2025. It's the first time SJVLS will be fully staffed since 2019, and he's excited.
 - ii. The State Library is looking for a representative from SJVLS to sit on a planning committee for the upcoming "Snapshot Day." If any SJVLS members have staff that would like to participate, they can let Wymer know, and he'll pass their name on to the State Library.
4. SJVLS – System Administrator
 - i. Wymer gave an update on the SMS outage that happened at the end of August. An update to SirsiDynix's SMS processor prevented SJVLS's messages from being sent once the processor received them. The issue was resolved.
 - ii. Horizon was decoupled from HIP, removing the middle tier dependency in the Horizon client.
 - iii. Automation Committee approved changes to the Auto Renew notice formatting and language. The updated notice will start being used next week.
 - iv. Wymer shared that he recently fixed a bug he created in requests when setting up branches to be closed for renovations. If a borrower was registered at a branch that was closed and placed holds using the mobile app, their request wouldn't be filled in the normal order. Instead, the request would fill once all the other requests for the title were resolved. This has been fixed so requests fill in the correct order again.
 - v. Guenzi is doing a great job migrating reports from Jasper to BCA.
5. Senior Network Systems Engineer
 - i. The PC Order closed with 164 PCs ordered, which was enough to get a volume discount of \$100 per PC. Nelson is going to try having PCs drop shipped directly to members headquarters. This is a test for handling PC orders during Fresno's Central Library renovation. He asked members to record the serial numbers of their PCs and send them to him so he can process transfer of ownership.

E. DIRECTOR'S COMMENTS

1. Clark (Tulare City)

- i. Tulare Public Library received Zipbooks funding again this year. It was less than previous years, but the public is excited to have the service again.
 - ii. In November, they will host their second COHS graduation this year. There are 6 candidates graduating, and 4 of them will be attending the graduation.
 - iii. On Saturday they're hosting their Halloween "Spooktacular" event. They moved the date earlier in the month this year to boost attendance.
 - iv. They're also hosting a Hallo-read reading challenge in October. Their goal is to get participants to read at least 6 hours during the challenge period.
2. Gomez (Fresno County)
 - i. Fresno County's renovation project at the Central Library will not affect SJVLS's data center, it will have power throughout the project. The project is expected to start in January. There is a lot of work to do to prepare to vacate the building and relocate staff.
3. Pineda (Kern County)
 - i. Infrastructure projects are still Kern County's biggest focus. They're nearly complete with their 17 projects. Some of the projects had extra funding and they're requesting approval to use the funds for other work. That includes upgrading their fire suppression systems.
 - ii. There was a small electrical fire at the Beale library recently. Fortunately, there was no lasting damage, and no one was hurt.
 - iii. The annual "touch a truck" event is coming up on November 9th.
 - iv. Kern County is hiring librarians.
4. Collings (Coalinga-Huron)
 - i. Coalinga-Huron hired a new Library Director.
 - ii. They have a busy month of programs planned for Halloween. Programs include pumpkin decorating, trunk for treats with the City's Park Department. They're participating in Coalinga Fest and will be decorating pumpkins. They will have an event for Down Syndrome Awareness month.
5. McCormick (Mariposa County)
 - i. Also received Zipbook funding again this year. Their award was reduced from last year, but now that their patrons know about it, it should be easy to expend the funds.
 - ii. Lots of programs happening in October. They hosted their first ever comic convention at the Mariposa Main library. They had a Fresno comic artist come and provide workshops and hosted a costume decorating contest.
 - iii. A patron donated a community offrenda that's been well received.
 - iv. Participated in "Coyote Fest" in the north part of Mariposa. Matt dressed up as the book "Call of the Wild" for the event.
6. Wegener (Tulare County)
 - i. Doing "Teen-tober" that includes events for teens, like bingo.

- ii. Did a proclamation to their Board of Supervisors for Banned Books Week.
- iii. Received extensions on two of their Infrastructure Projects.
- iv. Started a new program – “100 Books Before College” which is based on the popular 1000 Books Before Kindergarten. The program was initiated by one of their Library Assistants.
- v. The Book Lockers are all set up and nearly ready for patrons to start using them.

F. CALENDAR ITEMS

- 1. Date and location for next Administrative Council Meeting
 - i. December 5, 2025, online via Microsoft Teams.

G. ADJOURNMENT

- 1. The meeting was adjourned at 12:11 p.m.