



## Automation Committee Agenda Packet

SAN JOAQUIN VALLEY  
LIBRARY SYSTEM  
2420 Mariposa Street  
Fresno, CA 93721  
559-600-6256

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November 19, 2025

Online via Microsoft Teams

10:00 a.m.

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Enclosed are the agenda and prepared attachments for this meeting.

Copies of these materials may be made at the public's expense.

**The public may participate by using the following URL:**

<https://go.sjvls.org/automation251119>

**To participate in the meeting by telephone, call:**

**(559) 785-0133**

**Enter Phone Conference ID: 427 555 945#**

**The public may also participate at any of these teleconference locations:**

Coalinga-Huron District Library: 305 NORTH 4TH ST, COALINGA CA 93210

Fresno County Public Library: 2420 MARIPOSA ST, FRESNO CA 93721

Kern County Library: 701 TRUXTUN AVE, BAKERSFIELD CA 93301

Kings County Library: 110 S. 11<sup>TH</sup> AVE, HANFORD CA 93230

Madera County Library: 49044 CIVIC CIRCLE DR. OAKHURST, CA 93644

Mariposa County Library: 4978 10TH ST, MARIPOSA CA 95338

Merced County Library: 2100 O ST, MERCED CA 95340

Porterville City Library: 15 E. THURMAN AVE. SUITE A, PORTERVILLE, CA 93257

Tulare Public Library: 475 NORTH M ST, TULARE CA 93274

**Accessibility and Accommodations:** In accordance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the San Joaquin Valley Library System at (559) 600-6256 no later than 10:00 a.m. on Tuesday, November 18, 2025.

**Public records:** Disclosable public records related to this agenda are available for public review at the Fresno County Public Library, Business Office, located at 2420 Mariposa Street, Fresno, CA 93721, during regular business hours, 8:00 a.m. – 5:00 p.m., Monday through Friday.

## **AGENDA**

### **A. COUNCIL OPENING**

1. Call to Order
2. Introductions
3. Adoption of the Agenda
4. Public Comment – The Public may comment on any items relative to SJVLS and not on the agenda.

### **B. APPROVAL OF MINUTES OF SEPTEMBER 17, 2025 (ATTACHMENT 1)**

### **C. ITEMS FOR DISCUSSION AND ACTION**

1. ACTION: Syndetics Unbound Content for ERC Titles – Wymer (Attachment 2)
2. DISCUSSION: BC Analytics Report Migration – Guenzi
3. DISCUSSION: ILS/LMS RFP Development – Wymer
4. DISCUSSION: Windows 11 – Wymer
5. DISCUSSION: Borrower Address Clean-up Reports – Wymer (Attachment 3)

### **D. STAFF REPORTS**

1. Senior Network Systems Engineer
2. Associate System Administrator
3. System Administrator

### **E. CALENDAR ITEMS**

1. Set the date and agenda building for the next meeting, tentatively January 21, 2026, online through Microsoft Teams.

### **F. ANNOUNCEMENTS**

1. Committee members are invited to share items relating to collaboration, innovation, and professional development of interest to the Committee.

### **G. ADJOURNMENT**



# SAN JOAQUIN VALLEY LIBRARY SYSTEM

## Automation Committee Meeting

### September 17, 2025

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## DRAFT MINUTES

### A. CALL TO ORDER

1. The meeting was called to order at 10:05 a.m. by Chris Wymer

### B. ROLL CALL AND INTRODUCTIONS

1. Roll call was conducted.
  - i. PRESENT
    1. Yvonne Galvan (Coalinga-Huron), Kristie Pratt (Kern), Brian Martin (Kings), Sarah McIntyre (Madera), Alex Pollock (Porterville), Faythe Arredondo (Tulare County), Sheri Haveman (Tulare City), Chris Wymer (Chair), Stephen Guenzi (SJVLS)
  - ii. OTHERS PRESENT
    1. Kevin Nelson (SJVLS)
  - iii. ABSENT
    1. Tiffany Polfer (Fresno), Matt Johnson (Mariposa), Smruti Deshpande (Merced)
2. Introductions were conducted.

### C. ADOPTION OF THE AGENDA

1. Pratt (Kern) motioned to adopt the agenda as distributed.
  - i. Arredondo (Tulare County) seconded the motion.
  - ii. The motion passed.

### D. PUBLIC COMMENT

1. There were no comments from the public.

### E. APPROVAL OF PREVIOUS MEETING MINUTES

1. Pratt (Kern) motioned to adopt the minutes as distributed.
  - i. Pollock (Porterville) seconded the motion.
  - ii. The motion passed.

### F. PROJECTS FOR DISCUSSION AND ACTION

1. Decouple HIP from Horizon
  - i. Wymer apologized for the recent issue that prevented SMS notices from being sent for 2 weeks, as well as the short, HIP outage when he had to reconfigure HIP so SMS messages could be sent again. Because of the outage, Wymer re-visited whether HIP could be decoupled from Horizon and found out the bug that prevented it in the past has been resolved. The bug was in SMS messages. If Horizon was decoupled from HIP,

patrons with a hold ready to pick up would receive an SMS hold notice every time SMS messages were sent, until they picked up their hold. SJVLS sends SMS messages 3 times a day, so patrons could receive up to 30 notices about a hold if they didn't come in to pick it up. This was not an ideal user experience, and Wymer wanted to avoid making libraries and patrons deal with it. Now that this is resolved, SJVLS would like to move forward and decouple HIP. Wymer proposed making the change on Monday, September 22.

1. Pratt (Kern) motioned to decouple HIP.
  - a. McIntyre (Madera) seconded the motion.
  - b. The motion passed.
2. Auto-Renew Notice Language
  - i. At the previous meeting, Automation Committee reviewed and updated notice language, however, Wymer forgot to include Auto-Renew notices. In addition, Madera had a patron who mis-interpreted the header in the notice and thought it meant all their items were renewed, which wasn't the case. Wymer asked the committee if they had any suggestions to revise the notice language.
  - ii. The committee discussed various options and decided to remove the "AUTO-RENEW NOTICE" header, shorten the 3<sup>rd</sup> sentence so it's easier to understand, and add formatting to the auto renew status and due date fields so they are more obvious when scanning the notice.
  - iii. The committee asked if the items listed in the notice could be sorted by renewal status, and whether items not eligible for auto renewal are listed in the auto renew notice email.
  - iv. Wymer will test out the updated notice configuration as well as the questions from the committee and report back. The new configuration will be implemented on Monday, September 29.
  - v. Pratt (Kern) motioned to update the auto renew notice.
    1. McIntyre (Madera) seconded the motion.
    2. The motion passed.
3. Preferred Names and Mailed Notices
  - i. While working on migrating reports to BC Analytics, Wymer discovered there are patrons with only their first name in the preferred name field in their records. Wymer was concerned that only having a single name could create confusion or issues for staff or create issues with delivering mailed notice and asked the committee for their feedback.
  - ii. Committee members said it hasn't been an issue for them so far. Kern County is going to update their registration form to ask for a preferred first and last name. Other members aren't concerned. The group will leave things as they are for now.

## **G. STAFF REPORTS**

1. Senior Systems Network Engineer
  - i. Nelson let the committee know the PC Order form is open and will close at the beginning of October. For this round of the PC Order, Nelson would like to test having member's PCs shipped directly to their headquarters, as a test to prepare for the renovation of Fresno County's Central Library branch. This would require staff at member libraries to

- record serial numbers and send them to him so he can finalize the transfer of ownership.
- ii. Nelson also informed the committee that the Year 12 bid requests were sent to ICOE and CENIC.
2. Associate System Administrator
    - i. Guenzi let the committee know he's still learning all the different systems. He thanked them for their patience on work orders.
  3. System Administrator
    - i. Wymer let the committee know about the upcoming renovation of the Fresno County Central Library branch, and that he's doing everything he can to ensure the closure's impact on the members is as minimal as possible. When there are confirmed dates, he will update the committee with all the details of the project and the impact on SJVLS and its members.
    - ii. Wymer then informed the committee that on September 5, Backstage Library Works submitted a request to increase cataloging prices, in accordance with our agreement. The revised pricing increases the per-record costs of original cataloging by \$0.50 per record and now includes pricing and terms to enhance brief records already found in OCLC's database.
    - iii. Wymer then provided an update on migrating reports to BC Analytics. Reports are being migrated as Wymer gets time to work on them. He is trying to test various types of reports and workout problems with migration, to get an understanding of how to resolve them. He ran into an issue migrating the main monthly stats report, because BC Analytics will not run the SQL the same way the old platform did.
    - iv. Wymer's final update was to let the committee know that SJVLS was awarded funding through the California Collaborative Connectivity Grant Program. The total award is \$31,174 and will cover the unfunded portion of the E-Rate Category 2 project.

## **H. CALENDAR ITEMS**

1. Date and location for next Automation Committee Meeting
  - i. November 19, 2025 online via Microsoft Teams.

## **I. ANNOUNCEMENTS**

1. Pratt gave an update on Kern County's renovation projects. The Wasco and Arvin closures were extended. The Ridgecrest branch will start their renovation soon and will be closed for 2 months. Kern County Library will keep offering express services during the renovation. She also shared the Rosamond branch re-opened, but the other branches are still closed.
2. Arredondo shared that the Springville branch is on pace to re-open in January. The Alpaugh and Orosi renovations will begin soon. Her last update was that Tulare County's Book Lockers to allow after-hours hold pickup are now in service.

## **J. ADJOURNMENT**

1. There being no further business to discuss the meeting adjourned at 11:03 a.m.

**DATE:** November 19, 2025  
**TO:** SJVLS Automation Committee  
**SUBMITTED BY:** Chris Wymer – Administrative Librarian  
**SUBJECT:** Syndetics Unbound Content for ERC Titles

**RECOMMENDED ACTION:**

1. Approve changes to the Digital Catalog Detail Display to include ISBN as a displayed field and add Syndetics Unbound enriched content for ERC titles.

Approval of the recommended action will approve changes to Enterprise’s display for Digital Library materials to incorporate enriched content from Syndetics Unbound.

**ALTERNATIVE ACTION(S):**

Alternatively, Automation Committee could elect to not show enriched content for ERC titles.

**FISCAL IMPACT:**

There are no fiscal impacts associated with the recommended or alternative actions.

**DISCUSSION:**

Recently, Kern County asked why Syndetics Unbound enriched content did not display for ERC titles, like it does for regular content. Wymer reviewed Enterprise’s configuration for regular and ERC content, and tested what enrichments appear under various conditions. He discovered when ERC content is viewed from the “Everything” search source, Enterprise includes the Summary, Reviews and Excerpts content from Syndetics, but if you look at the same title under the “Digital Catalog” search source, no enrichments are displayed.

Wymer then reviewed how the regular detail display and Digital Catalog displays were configured, and how the regular display loads enriched content. Enriched content is loaded through a “widget” from Syndetic’s servers based on ISBN, or UPC codes for the title. Currently, the Digital Catalog detail display does not include ISBN as one of the displayed fields, nor is the enriched content widget active on Digital Catalog detail displays.

Wymer tested adding ISBN as a detail display field in the test Digital Catalog detail display and activated the enriched content widget. Once both pieces were added, ERC titles displayed enriched content like physical titles. He would like to activate the feature on all member’s catalog displays.

**PRIOR AGENDA REFERENCE:**

No prior reference.

Motion:

Second:

\_\_\_\_\_ PASSED

\_\_\_\_\_ REJECTED

**DATE:** November 19, 2025

**TO:** SJVLS Automation Committee

**SUBMITTED BY:** Chris Wymer – Administrative Librarian

**SUBJECT:** Borrower Address Clean-up Reports

**DISCUSSION:**

In August, Fresno County staff who print notices informed SJVLS that they regularly encounter mail notices that do not have complete address information for the recipient. Common issues include missing cities, state or zip codes in the address, and these issues prevent staff from mailing notices to patrons. If we attempt to mail these without correcting the address, the mail is returned, and we're charged postage for the returned mail. To prevent wasting funds, Fresno staff take the time to search for the patrons and correct their addresses on the notices. Doing this requires extra time and effort for Fresno staff and could be avoided if borrower's addresses were corrected earlier.

To help with the effort, SJVLS created a new report to identify borrowers whose active mailing address lacks a city, state, or postal code. This way these borrowers can be identified and their addresses corrected before a mailed notice goes out for them. This way Fresno staff don't have to review the address on hundreds of notices each day.

JSAs, or staff who are responsible for maintaining and reviewing borrower registration information should subscribe to the BCA report and review borrower addresses on a weekly basis. Any borrowers whose addresses lack street addresses, cities, state, or zip codes should be updated with the missing values.

**PRIOR AGENDA REFERENCE:**

No prior reference.