



Administrative Council Agenda Packet

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

April 3, 2026

Tulare Public Library

10:00 a.m.

The next meeting of the SJVLS Administrative Council will be held:

**Tulare Public Library
475 N M St
Tulare, CA 93274
10:00 a.m.
Friday, April 3, 2026**

Enclosed are the agenda and prepared attachments for this meeting.

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

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 Thursday, April 2, 2026.

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. CONSENT AGENDA

1. APPROVAL: Draft minutes of February 6, 2026 (Attachment 1)
2. APPROVAL: Financial Updates (Attachment 2)

C. ITEMS FOR DISCUSSION AND ACTION

1. ACTION: Financial Audit FY 2024-25 – Vasquez and Co. (Attachment 3)
2. ACTION: Approve ILS RFP Award – Wymer (Attachment 4)
3. ACTION: Approve OverDrive Online Magazines Subscription – Wymer (Attachment 5)
4. DISCUSSION: Draft Delivery Services Policy– Wymer (Attachment 6)

D. STAFF REPORTS

1. Chair
2. State Library
3. Administrative Librarian
4. System Administrator
5. Senior Network Systems Engineer

E. DIRECTOR COMMENTS

Council members have the opportunity to share items relating to collaboration, innovation, and professional development of interest to the Council.

F. CALENDAR ITEMS

1. Set the date and agenda building for the next meeting, tentatively Friday May 29, 2026, at the Springville Library.

G. ADJOURNMENT



SAN JOAQUIN VALLEY LIBRARY SYSTEM

Administrative Council Meeting February 6, 2026

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: Sally Gomez (Fresno County), Tanya Russell (Kings County), Krista Riggs (Madera County), Matt Johnson (Mariposa County), Amy Taylor (Merced County), Rebecca Jauregui (Porterville), Darla Wegener (Tulare County), Heidi Clark (Tulare Public).
 - ii. Council absent: Jeannette Davis (Coalinga-Huron),
 - iii. Staff Present: Chris Wymer (SJVLS), Kevin Nelson (SJVLS), Rachel Nelson (SJVLS)
 - iv. Guests: Andie Sullivan (Kern County), Brian Henderson (Henderson CPA), Lisa Lindsay (California State Library), Terrance Eckman (Fresno County), Joesph Bopp (Mono County).
3. Introductions
 - i. Staff introductions were conducted.
4. Agenda Adoption
 - i. Adoption of the Amended Agenda
 1. Motion to Adopt Agenda – Taylor (Merced County)
 2. Riggs (Madera County) seconded.
 3. Motion passed.
5. Public Comment
 - i. None.

B. CONSENT AGENDA

1. Motion to approve the draft minutes of December 5, 2025, and the Financial Update report.
 - i. Motion made by Taylor (Merced County)
 - ii. Wegener (Tulare County) seconded.
 - iii. Motion passed.

C. ITEMS FOR INFORMATION AND ACTION

1. Endorse Vision Statement for California Libraries

- i. Wymer introduced Joseph Bopp, the County Librarian for Mono County, and gave background on the development of a Vision Statement for California Libraries. The document was developed over the last 6 months through conversations with library directors, facilitated by State Library staff and their consultant. The document lays out what California libraries can do, if they're supported with funding and staffing, as well as the outcomes libraries can achieve if the vision is enacted. The drafters of the Vision Statement considered the large variation in sizes and scope of California library jurisdictions, and the goals outlined in the document attempt to address the variation in needs across jurisdictions. The intent is not to do all items in the Vision Statement equally, or to even do all of them. Libraries and their stakeholders can use the goals to identify projects and goals that work best for their jurisdictions to serve their communities.
 - ii. Administrative Council members thanked Bopp and the rest of the Visioning team for their work putting together the document. Riggs commented that the goals outlined align with the services and initiatives libraries are already working towards and provides talking points directors can take to their boards and stakeholders to show what they're working towards. Clark commented that the document is useful because it helps to address the disconnect between what libraries do, and what they can do, to governing bodies and other stakeholders, in language they understand.
 - iii. Wymer clarified that he had a misunderstanding with the intent of presenting the Vision Statement. He initially thought the Vision Statement was supposed to be endorsed, but instead, the intent was to present the current draft for feedback, and a final Vision Statement will be presented later for an endorsement.
 1. Taylor (Merced County) moved to postpone the endorsement of the Vision Statement to a later meeting, once the final draft is complete.
 2. Gomez (Fresno County) seconded.
 - a. The motion passed.
2. FY 2026-27 Draft Budget
 - i. Henderson presented the preliminary budget for the upcoming fiscal year. In FY 2026-27 there is a projected increase in expenditures, with most of the increase being for the upcoming ILS migration project. Funding for the migration was budgeted and collected in previous years, so the expenses will be paid from those funds, not through additional membership contributions. Membership dues will not increase in the upcoming fiscal year, to help mitigate any funding cuts the members may see in their local budgets.
 - ii. Henderson reviewed the projected expenses for the upcoming year, and the funding sources SJVLS will use to pay them. He also reviewed previous year's use of reserves compared to the budget estimates. SJVLS's actual use of reserve funding has been much lower than our budget estimates.

1. Wegener (Tulare County) motioned to approve the preliminary budget and return in May with a final budget for approval.
 2. Taylor (Merced County) seconded.
 - a. The motion passed.
3. Upcoming Budget Year Membership Fee Rate
 - i. Henderson presented the proposed membership fee rate for the upcoming fiscal year. The proposed rate for FY 2026-27 is \$2,012,000, which is the same as last fiscal year. While the total membership fee rate is the same, the division of costs per member changed slightly, based on the values in the tri-partite formula.
 1. Wegener (Tulare County) motioned to approve the proposed membership fee rate as presented.
 2. Taylor (Merced County) seconded.
 - a. The motion passed.
4. Huron Premium Delivery Stop
 - i. Wymer presented the proposed premium Huron delivery stop for approval. The service would include 2 stops a week, on Wednesdays and Fridays, to deliver materials to the Huron branch. No deliveries were planned for Mondays, because staff believed the branch was closed. The premium stop would be charged at a rate of \$40.36 per week. The cost for the rest of the current fiscal year would be \$1,332 and will cost \$3,955 in FY 2026-27.
 - ii. Wymer informed Administrative Council that during a call with Coalinga's director, she indicated she was not sure when Coalinga would start the premium delivery stop, and that the Huron branch was open on Mondays. As a result of the uncertainty, he recommended approving a premium delivery stop with costs billed directly to Coalinga-Huron, but leaving the exact cost and number of days unspecified, in case they want to have deliveries three days a week.
 - iii. Wymer also informed Administrative Council that the discussions brought up the need to create a policy on premium delivery services, in order to clarify when System Delivery can and cannot take on premium delivery stops. He intends to return with a draft of the policy at the next meeting. Wymer's initial thoughts are that the policy should outline when an additional stop can be added, including whether the stop can be made within a driver's standard 8-hour workday, and that premium delivery stops are a short-term solution while the member finds a permanent solution.
 - iv. Taylor asked if the premium delivery stop costs would be updated each fiscal year, based on that year's delivery rate provided by Fresno County. She also asked if the premium stop for Huron would extend beyond FY 2026-27. Henderson answered that with the way the recommended action was worded, Administrative Council would only be approving the premium stop through the end of FY 2026-27.
 1. Taylor (Merced County) motioned to approve a premium delivery stop at the Huron branch on 2 or 3 days a week, with costs billed directly to Coalinga-Huron.

2. Gomez (Fresno County) seconded.
 - a. Motion passed.
5. Student Success Cards
 - i. Wymer gave a status update on batch creating borrower records for Student Success cards. Since the last meeting, he met with Merced County Library staff to discuss batch creating student success cards. He's managed to get the utility to bulk create accounts working and is in the process of documenting how to use it. He has an idea to assign barcode numbers to student success cards. School districts could be given either an alphabetical or numerical prefix for their cards that would be combined with the student's ID number to create their library barcode. He also informed Administrative Council that Kings County has proposed creating a second self-registration form for Student Success Cards that bypasses address and age verification.
 - ii. Administrative Council then discussed what's happening in their jurisdictions. Wegener, Sullivan, and Russell shared that they want to make the process of issuing cards as simple as possible, and that they do not want to have to manage drafting MOUs with all the school districts in their jurisdiction. Instead, they want to find the easiest solution possible to create cards in a way that creates the least amount of work for them. Riggs shared concerns about the form proposed by Kings County, and how bypassing address verification could create problems with the usage of their Hoopla account.
6. Acquisitions After Baker & Taylor Closed
 - i. Wegener led a discussion about what SJVLS members are doing to order materials since Baker & Taylor went out of business, and seeing if there's a way to create a central purchasing contract with vendors. Tulare County is trying to get set up with Ingram, but set up times are taking as long as 4 months. Other vendors, like Broadart, will not take on new customers unless they plan on spending more than a certain amount, which was more than Tulare County is able to spend.
 - ii. Other members had similar issues locating new vendors. Fresno County was initially going to work with Broadart, but couldn't once other larger systems contacted Broadart about ordering materials.
7. ILS RFP
 - i. Wymer gave a status update on the ILS RFP. He shared the upcoming schedule for reviewing responses, testing systems, and attending vendor presentations. He also shared how the scoring process will work, what's needed from member library staff, and the timeline for making a final selection.

D. STAFF REPORTS

1. Chair
 - i. Heidi signed documents from the State Library on behalf of SJVLS and met with the auditor team to discuss the FY 2024-25 audit.
2. State Library
 - i. Please refer to the report shared by Lisa Lindsay from the California State Library.

3. Administrative Librarian
 - i. Wymer gave an update on the Microsoft Licensing purchase. The new vendor set up is complete, licenses were purchased, and they've been assigned to staff members.
 - ii. Wymer informed Administrative Council that he's been working with Merced County to get borrower import working to batch create borrower accounts.
 - iii. Wymer has also been working with Madera County to set up new acquisitions vendors and clean up old purchase orders.
 - iv. Wymer has also continued working with other cooperative system administrators to prepare a presentation to CLSB on the impact of CLSA cuts on cooperatives.
 - v. Wymer gave an update on library card orders. The library card order form will open at the beginning of March, and the order will be submitted in April. Lucas Color Cards had good news, and despite current economic factors, library card pricing will be the same this year as last year.
4. SJVLS – System Administrator
 - i. Nelson informed Administrative Council that she's been working on opening and closing branches for renovations.
 - ii. Nelson has also worked with Mariposa to troubleshoot a pull list issue.
 - iii. Nelson has also been working on Student Success Cards and trying to find solutions.
5. Senior Network Systems Engineer
 - i. Nelson gave an update on the 2025 Category 2 project. The wireless access point licensing is nearly in place and will cover the devices for the next 5 years. The 10 Gbps routers delivery date is delayed due to supply chain issues. They will not arrive until June.
 - ii. Nelson informed Administrative Council that PC costs have increased sharply, because of the cost of memory. AI's demand for memory has caused the price of memory to quadruple since September. The costs of PCs in the next order will be more than \$2,000 per PC.
 - iii. The 2024 Category 2 project is moving forward, and the new ILS cluster has arrived and been put in place in the data center. The only remaining component is buying network cards.
 - iv. Nelson informed Administrative Council that CENIC bids are ready. He will schedule meetings with members to discuss their selections.

E. DIRECTOR'S COMMENTS

1. Wegener (Tulare County)
 - i. Tulare County will host a Book Festival on February 28th. They will have two authors present, Gary Soto and Margarita Engle. There will be crafts, presentations and other activities.
 - ii. The Springville construction project is nearly complete.
 - iii. In March Tulare County will go out to bid for Orosi's renovation. Tulare County also received a grant for their Carnegie Libraries.
2. Gomez (Fresno County)

- i. Fresno County is in the process of vacating their Central Library branch for renovation.
 - ii. The Fresno County Annual Library Meeting is scheduled for February 10.
 - iii. Fresno County also received funding for their Carnegie Libraries.
 3. Taylor (Merced County)
 - i. Merced County is preparing for Summer Reading.
 - ii. Merced County is also preparing to issue an RFP for their strategic plan.
 - iii. Merced County had two libraries increase the number of days they're open from 2 to 5.
 - iv. The new Jerry O'Banion Library is going to have a bookdrop installed soon.
 4. Johnson (Mariposa County)
 - i. Mariposa County participated in the State Library's Every Story Counts program.
 - ii. Mariposa County also participated in the Rural Health Grant program, and it was beneficial for their libraries.
 - iii. They will be starting a Tai-Chi program. There is a lot of interest from their community.
 5. Clark (Tulare Public)
 - i. Tulare Public also received Carnegie grant funds.
 - ii. Tulare Public had a good response to Every Story Counts program.
 - iii. They recently had a staff member with a tech-focus return to staff after 3 years of military service.
 - iv. Tulare Public will participate in the One Book, One Coast program.

F. CALENDAR ITEMS

1. Date and location for next Administrative Council Meeting
 - i. April 3, 2026, at the Tulare Public Library.

G. ADJOURNMENT

1. The meeting was adjourned at 12:51 p.m.

DATE: April 3, 2026
TO: SJVLS Administrative Council
SUBMITTED BY: Brian Henderson, Henderson CPAs.
Fresno County Fiscal Agent
SUBJECT: Financial Update Report

Recommended Action:

Approve acceptance of monthly financial update through the month of February 2026.

Fiscal Impact:

There is no fiscal impact associated with the recommended action. SJVLS JPA funds are held by Fresno County as the fiscal agent and provides contracted controller and accounting services. All County related costs associated with the fiscal administration are funded with funds set aside for planning and evaluation administration.

FINANCIAL UPDATE REPORT

A. FINANCIAL REPORTS

1. Financial reported expenses through February 28, 2026.
 - i. Item 2 - Costs by class/cost center report included.
 - ii. Item 3 - CLSA Status update report
 - iii. Item 4 - Online Materials Status update report
2. Revenue Billed: \$3,464,324
3. Expenses Incurred: \$2,577,608
4. System Committed Reserves
 - i. SJVLS Assigned - \$1,358,526
 - ii. Members Committed Tech Reserves \$816,437

B. OUTSTANDING RECEIVABLE TOTAL: \$943,043 (as of 2/28/2026)

1. Member Fees, Postage, Smart Net and other selection: \$582,21 (\$567,218- FY25/26 Member Billing- Kern), (\$15,000- Tulare City Tech Reserve)
2. E-Rate receivable FY23/24- \$90,530 (Revenue portion to SJVLS) \$415,723 (Tech Reserve Portion)
3. Fortinet: None
4. Electronic Resources -Cloud Library: None
5. Telecommunications Invoices: \$270,295 (Billed in January 2026)

C. CLSA ALLOCATION UPDATE: FY 25/26 Funding of \$124,275 received in January 2026

1. Board approved CLSA service plan in June 2025 in the amount of \$245,310
2. Expenses and Estimates:
 - i. Delivery Services budgeted - \$245,310
 - ii. Oher Operations for e-resources - Budgeted \$0.
 - iii. Total Expenses through the month of February 2026- \$20,523 (Note: Fresno County is behind in billing for current year).
3. Funding Rollover: \$0

D. ONLINE MATERIALS STATUS UPDATE

1. Online Materials expenses total \$259,162, with prepaid expenses of \$91,833, leaving unspent funds of \$2,368 from the budgeted amount of \$288,080. The plan of service was approved by the Board on June 6, 2025.

E. TRANSFER OF OWNERSHIP

1. Statements have been sent through:
 - i. December 2025 (Including Fall PC Order)
2. Costs were deducted from the Members' Tech Reserve.

F. PRE-PAID TECH RESERVE

1. Total balance - \$ 3,927,778 (through February 2026)
 - Emailed to Admin Council
2. Under committed System projects
 - Total Reserves Available \$2,311,994

G. UNEARNED GRANT REPORT & BROADBAND PROJECTS

1. Total Balance - \$6,007
 - i. Porterville Phase III - \$0 (spent final \$34,007 in Sep. 2024)
 - ii. Firebaugh CSL Connect Grant - \$0 (spent final \$9,036 in March 2025)
 - iii. Porterville CSL Connect Grant - \$6,007 (spent \$19,493 in Sep. 2024)
2. Fiber Project Year 8. Near Completion. The Board approved on April 16, 2021 for SJVLS participation in CENIC Year 8 (Pending Final billing reconciliation with AMS).
 - i. Total Budget - \$485,942
 - ii. Total Spent as of February 2026 - \$484,321

SJVLS
Budget to Actual- System Wide

	TOTAL		
	Original Budget	Current Budget	Actual Jul 25 - Feb 26
Revenues			
3380 · Interest	\$ 240,000	\$ 240,000	\$ 52,572
3575 · State Grants	124,275	155,449	124,275
4375 · Federal Grants	-	-	-
4841 · Membership Dues	2,012,000	2,012,000	2,012,000
5039 · Tech Reserve Charges	1,055,826	1,055,826	651,886
5040 · Other Cty Dpts Services	64,000	64,000	44,040
5501 · Projects e-Rate Earned	461,605	461,605	-
5504 · Telephone Services	538,395	538,395	538,395
5831 · Refunds And Abatements	-	-	41,156
Total Revenues	4,496,101	4,527,275	3,464,324
Expenditures			
7005 · Sealer Paper	-	-	5,470
7040 · Telephone Charges	838,400	838,400	324,017
7055 · Food	1,000	1,000	-
7101 · General Liability Insuranc	5,000	5,000	1,059
7175 · Property Insurance	4,800	4,800	6,942
7205 · Maintenance-Equipment	420,500	420,500	234,701
7250 · Memberships	3,550	3,550	3,390
7265 · Office Expenditures	87,826	87,826	53,082
7268 · Postage	41,000	41,000	17,513
7286 · PeopleSoft Human Resources	2,000	2,000	1,965
7287 · PeopleSoft Financials Chg	2,500	2,500	-
7295 · Professional & Specialized	2,154,920	2,154,920	1,256,732
7296 · Data Processing Services	7,800	7,800	1,996
7325 · Publications & Legal Notic	5,000	5,000	-
7385 · Small Tools & Instruments	1,089,500	1,089,500	429,827
7406 · Library Materials	125,400	125,400	163,984
7412 · Mileage	500	500	-
7415 · Trans, Travel & Education	20,000	20,000	2,552
7416 · Trans & Travel County Gara	260,310	260,310	27,452
7430 · Utilities	40,000	40,000	26,667
7565 · County Cost Plan	12,000	12,000	20,259
Total Expenditures	5,122,006	5,122,006	2,577,608
Net Change in Fund Balance	\$ (625,905)	\$ (594,731)	\$ 886,716

SJVLS Budget to Actual
130- Computer Operations

	TOTAL		
	Original Budget	Current Budget	Actual Jul 25 - Feb 26
Revenues			
3380 · Interest	\$ 240,000	\$ 240,000	\$ 52,572
3575 · State Grants	-	-	-
4375 · Federal Grants	-	-	-
4841 · Membership Dues	1,037,864	1,037,864	1,037,864
5039 · Tech Reserve Charges	-	-	878
5040 · Other Cty Dpts Services	-	-	-
5501 · Projects e-Rate Earned	-	-	-
5504 · Telephone Services	-	-	-
5831 · Refunds And Abatements	-	-	-
Total 130- Computer Operations Revenues	1,277,864	1,277,864	1,091,314
Expenditures			
7005 · Sealer Paper	-	-	-
7040 · Telephone Charges	-	-	2,547
7055 · Food	-	-	-
7101 · General Liability Insuranc	-	-	-
7175 · Property Insurance	-	-	-
7205 · Maintenance-Equipment	310,000	310,000	234,461
7250 · Memberships	150	150	150
7265 · Office Expenditures	-	-	34
7268 · Postage	-	-	-
7286 · PeopleSoft Human Resources	1,500	1,500	1,667
7287 · PeopleSoft Financials Chg	500	500	-
7295 · Professional & Specialized	1,103,655	1,103,655	564,760
7296 · Data Processing Services	4,800	4,800	1,996
7325 · Publications & Legal Notic	-	-	-
7385 · Small Tools & Instruments	10,000	10,000	5,904
7406 · Library Materials	-	-	-
7412 · Mileage	-	-	-
7415 · Trans, Travel & Education	20,000	20,000	2,552
7416 · Trans & Travel County Gara	15,000	15,000	6,929
7430 · Utilities	40,000	40,000	26,667
7565 · County Cost Plan	-	-	-
Total 130- Computer Operations Expenditures	1,505,605	1,505,605	847,666
Net Change in Fund Balance	\$ (227,741)	\$ (227,741)	\$ 243,648

SJVLS Budget to Actual
1301- TRD ERC and Equipment Orders

	TOTAL		
	Original Budget	Current Budget	Actual Jul 25 - Feb 26
Revenues			
3380 · Interest	\$ -	\$ -	\$ -
3575 · State Grants	-	31,174	-
4375 · Federal Grants	-	-	-
4841 · Membership Dues	-	-	-
5039 · Tech Reserve Charges	650,000	650,000	338,639
5040 · Other Cty Dpts Services	-	-	-
5501 · Projects e-Rate Earned	-	-	-
5504 · Telephone Services	-	-	-
5831 · Refunds And Abatements	-	-	-
Total 1301- TRD ERC & Equip Revenues	650,000	681,174	338,639
Expenditures			
7005 · Sealer Paper	-	-	-
7040 · Telephone Charges	-	-	-
7055 · Food	-	-	-
7101 · General Liability Insuranc	-	-	-
7175 · Property Insurance	-	-	-
7205 · Maintenance-Equipment	-	-	-
7250 · Memberships	-	-	-
7265 · Office Expenditures	-	-	-
7268 · Postage	-	-	-
7286 · PeopleSoft Human Resources	-	-	-
7287 · PeopleSoft Financials Chg	-	-	-
7295 · Professional & Specialized	-	-	-
7296 · Data Processing Services	-	-	-
7325 · Publications & Legal Notic	-	-	-
7385 · Small Tools & Instruments	650,000	650,000	325,157
7406 · Library Materials	-	-	-
7412 · Mileage	-	-	-
7415 · Trans, Travel & Education	-	-	-
7416 · Trans & Travel County Gara	-	-	-
7430 · Utilities	-	-	-
7565 · County Cost Plan	-	-	-
Total 1301- TRD ERC & Equip Expenditures	650,000	650,000	325,157
Net Change in Fund Balance	\$ -	\$ 31,174	\$ 13,482

SJVLS Budget to Actual
1301.1- TRD Overdue Notices and Library Cards

	TOTAL		
	Original Budget	Current Budget	Actual Jul 25 - Feb 26
Revenues			
3380 · Interest	\$ -	\$ -	\$ -
3575 · State Grants	-	-	-
4375 · Federal Grants	-	-	-
4841 · Membership Dues	-	-	-
5039 · Tech Reserve Charges	61,000	61,000	24,737
5040 · Other Cty Dpts Services	-	-	-
5501 · Projects e-Rate Earned	-	-	-
5504 · Telephone Services	-	-	-
5831 · Refunds And Abatements	-	-	-
Total 1301.1- Notices & Lib Cards Revenues	61,000	61,000	24,737
Expenditures			
7005 · Sealer Paper	-	-	5,470
7040 · Telephone Charges	-	-	-
7055 · Food	-	-	-
7101 · General Liability Insuranc	-	-	-
7175 · Property Insurance	-	-	-
7205 · Maintenance-Equipment	-	-	-
7250 · Memberships	-	-	-
7265 · Office Expenditures	20,000	20,000	1,753
7268 · Postage	41,000	41,000	17,514
7286 · PeopleSoft Human Resources	-	-	-
7287 · PeopleSoft Financials Chg	-	-	-
7295 · Professional & Specialized	-	-	-
7296 · Data Processing Services	-	-	-
7325 · Publications & Legal Notic	-	-	-
7385 · Small Tools & Instruments	-	-	-
7406 · Library Materials	-	-	-
7412 · Mileage	-	-	-
7415 · Trans, Travel & Education	-	-	-
7416 · Trans & Travel County Gara	-	-	-
7430 · Utilities	-	-	-
7565 · County Cost Plan	-	-	-
Total 1301.1- Notices & Lib Cards Expenditures	61,000	61,000	24,737
Net Change in Fund Balance	\$ -	\$ -	\$ -

SJVLS Budget to Actual
1301.2- Tech Plan

	TOTAL		
	Original Budget	Current Budget	Actual Jul 25 - Feb 26
Revenues			
3380 · Interest	\$ -	\$ -	\$ -
3575 · State Grants	-	-	-
4375 · Federal Grants	-	-	-
4841 · Membership Dues	-	-	-
5039 · Tech Reserve Charges	-	-	-
5040 · Other Cty Dpts Services	-	-	-
5501 · Projects e-Rate Earned	-	-	-
5504 · Telephone Services	-	-	-
5831 · Refunds And Abatements	-	-	-
Total 1301.1- Notices & Lib Cards Revenues	-	-	-
Expenditures			
7005 · Sealer Paper	-	-	-
7040 · Telephone Charges	-	-	-
7055 · Food	-	-	-
7101 · General Liability Insuranc	-	-	-
7175 · Property Insurance	-	-	-
7205 · Maintenance-Equipment	-	-	-
7250 · Memberships	-	-	-
7265 · Office Expenditures	-	-	-
7268 · Postage	-	-	-
7286 · PeopleSoft Human Resources	-	-	-
7287 · PeopleSoft Financials Chg	-	-	-
7295 · Professional & Specialized	-	-	-
7296 · Data Processing Services	-	-	-
7325 · Publications & Legal Notic	-	-	-
7385 · Small Tools & Instruments	189,500	189,500	90,868
7406 · Library Materials	75,000	75,000	125,368
7412 · Mileage	-	-	-
7415 · Trans, Travel & Education	-	-	-
7416 · Trans & Travel County Gara	-	-	-
7430 · Utilities	-	-	-
7565 · County Cost Plan	-	-	-
Total 1301.1- Notices & Lib Cards Expenditures	264,500	264,500	216,236
Net Change in Fund Balance	\$ (264,500)	\$ (264,500)	\$ (216,236)

SJVLS Budget to Actual
150- UMS Debt Collection

	TOTAL		
	Original Budget	Current Budget	Actual Jul 25 - Feb 26
Revenues			
3380 · Interest	\$ -	\$ -	\$ -
3575 · State Grants	-	-	-
4375 · Federal Grants	-	-	-
4841 · Membership Dues	-	-	-
5039 · Tech Reserve Charges	16,000	16,000	7,496
5040 · Other Cty Dpts Services	-	-	-
5501 · Projects e-Rate Earned	-	-	-
5504 · Telephone Services	-	-	-
5831 · Refunds And Abatements	-	-	-
Total 150- UMS Debt Collection Revenues	16,000	16,000	7,496
Expenditures			
7005 · Sealer Paper	-	-	-
7040 · Telephone Charges	-	-	-
7055 · Food	-	-	-
7101 · General Liability Insuranc	-	-	-
7175 · Property Insurance	-	-	-
7205 · Maintenance-Equipment	-	-	-
7250 · Memberships	-	-	-
7265 · Office Expenditures	-	-	-
7268 · Postage	-	-	-
7286 · PeopleSoft Human Resources	-	-	-
7287 · PeopleSoft Financials Chg	-	-	-
7295 · Professional & Specialized	16,000	16,000	7,496
7296 · Data Processing Services	-	-	-
7325 · Publications & Legal Notic	-	-	-
7385 · Small Tools & Instruments	-	-	-
7406 · Library Materials	-	-	-
7412 · Mileage	-	-	-
7415 · Trans, Travel & Education	-	-	-
7416 · Trans & Travel County Gara	-	-	-
7430 · Utilities	-	-	-
7565 · County Cost Plan	-	-	-
Total 150- UMS Debt Collection Expenditures	16,000	16,000	7,496
Net Change in Fund Balance	\$ -	\$ -	\$ -

SJVLS Budget to Actual
200- CSLA Funded Delivery

	TOTAL		
	Original Budget	Current Budget	Actual Jul 25 - Feb 26
Revenues			
3380 · Interest	\$ -	\$ -	\$ -
3575 · State Grants	124,275	124,275	-
4375 · Federal Grants	-	-	-
4841 · Membership Dues	-	-	-
5039 · Tech Reserve Charges	-	-	-
5040 · Other Cty Dpts Services	-	-	-
5501 · Projects e-Rate Earned	-	-	-
5504 · Telephone Services	-	-	-
5831 · Refunds And Abatements	-	-	-
Total 200- CSLA Funded Delivery Revenues	124,275	124,275	-
Expenditures			
7005 · Sealer Paper	-	-	-
7040 · Telephone Charges	-	-	-
7055 · Food	-	-	-
7101 · General Liability Insuranc	-	-	-
7175 · Property Insurance	-	-	-
7205 · Maintenance-Equipment	-	-	-
7250 · Memberships	-	-	-
7265 · Office Expenditures	-	-	-
7268 · Postage	-	-	-
7286 · PeopleSoft Human Resources	-	-	-
7287 · PeopleSoft Financials Chg	-	-	-
7295 · Professional & Specialized	-	-	-
7296 · Data Processing Services	-	-	-
7325 · Publications & Legal Notic	-	-	-
7385 · Small Tools & Instruments	-	-	-
7406 · Library Materials	-	-	-
7412 · Mileage	-	-	-
7415 · Trans, Travel & Education	-	-	-
7416 · Trans & Travel County Gara	245,310	245,310	20,523
7430 · Utilities	-	-	-
7565 · County Cost Plan	-	-	-
Total 200- CSLA Funded Delivery Expenditures	245,310	245,310	20,523
Net Change in Fund Balance	\$ (121,035)	\$ (121,035)	\$ (20,523)

SJVLS Budget to Actual
300- Communications

	TOTAL		
	Original Budget	Current Budget	Actual Jul 25 - Feb 26
Revenues			
3380 · Interest	\$ -	\$ -	\$ -
3575 · State Grants	-	-	-
4375 · Federal Grants	-	-	-
4841 · Membership Dues	285,331	285,331	285,331
5039 · Tech Reserve Charges	-	-	-
5040 · Other Cty Dpts Services	-	-	-
5501 · Projects e-Rate Earned	-	-	-
5504 · Telephone Services	-	-	-
5831 · Refunds And Abatements	-	-	-
Total 300- Communications Revenues	285,331	285,331	285,331
Expenditures			
7005 · Sealer Paper	-	-	-
7040 · Telephone Charges	38,400	38,400	15,798
7055 · Food	-	-	-
7101 · General Liability Insuranc	-	-	-
7175 · Property Insurance	-	-	-
7205 · Maintenance-Equipment	10,000	10,000	-
7250 · Memberships	-	-	-
7265 · Office Expenditures	-	-	-
7268 · Postage	-	-	-
7286 · PeopleSoft Human Resources	-	-	-
7287 · PeopleSoft Financials Chg	-	-	-
7295 · Professional & Specialized	82,500	82,500	53,754
7296 · Data Processing Services	3,000	3,000	-
7325 · Publications & Legal Notic	-	-	-
7385 · Small Tools & Instruments	-	-	-
7406 · Library Materials	-	-	-
7412 · Mileage	-	-	-
7415 · Trans, Travel & Education	-	-	-
7416 · Trans & Travel County Gara	-	-	-
7430 · Utilities	-	-	-
7565 · County Cost Plan	-	-	-
Total 300- Communications Expenditures	133,900	133,900	69,552
Net Change in Fund Balance	\$ 151,431	\$ 151,431	\$ 215,779

SJVLS Budget to Actual
3301- AR Telco and Fiber Projects

	TOTAL		
	Original Budget	Current Budget	Actual Jul 25 - Feb 26
Revenues			
3380 · Interest	\$ -	\$ -	\$ -
3575 · State Grants	-	-	-
4375 · Federal Grants			-
4841 · Membership Dues			-
5039 · Tech Reserve Charges	344,826	344,826	280,137
5040 · Other Cty Dpts Services			-
5501 · Projects e-Rate Earned	461,605	461,605	-
5504 · Telephone Services	538,395	538,395	538,395
5831 · Refunds And Abatements	-	-	41,156
Total 3301- AR Telco Fiber Proj Revenues	1,344,826	1,344,826	859,688
Expenditures			
7005 · Sealer Paper	-	-	-
7040 · Telephone Charges	800,000	800,000	305,672
7055 · Food	-	-	-
7101 · General Liability Insuranc	-	-	-
7175 · Property Insurance	-	-	-
7205 · Maintenance-Equipment	52,000	52,000	-
7250 · Memberships	-	-	-
7265 · Office Expenditures	52,826	52,826	51,295
7268 · Postage	-	-	-
7286 · PeopleSoft Human Resources	-	-	-
7287 · PeopleSoft Financials Chg	-	-	-
7295 · Professional & Specialized	-	-	-
7296 · Data Processing Services	-	-	-
7325 · Publications & Legal Notic	-	-	-
7385 · Small Tools & Instruments	240,000	240,000	3,427
7406 · Library Materials	-	-	-
7412 · Mileage	-	-	-
7415 · Trans, Travel & Education	-	-	-
7416 · Trans & Travel County Gara	-	-	-
7430 · Utilities	-	-	-
7565 · County Cost Plan	-	-	-
Total 3301- AR Telco Fiber Proj Expenditures	1,144,826	1,144,826	360,394
Net Change in Fund Balance	\$ 200,000	\$ 200,000	\$ 499,294

SJVLS Budget to Actual
3301.1- TRD Communication Access Points and Fortinet

	TOTAL		
	Original Budget	Current Budget	Actual Jul 25 - Feb 26
Revenues			
3380 · Interest	\$ -	\$ -	\$ -
3575 · State Grants	-	-	-
4375 · Federal Grants	-	-	-
4841 · Membership Dues	48,000	48,000	44,040
5039 · Tech Reserve Charges	-	-	-
5040 · Other Cty Dpts Services	-	-	-
5501 · Projects e-Rate Earned	-	-	-
5504 · Telephone Services	-	-	-
5831 · Refunds And Abatements	-	-	-
Total 3301.1- Comm & Fortinet Revenues	48,000	48,000	44,040
Expenditures			
7005 · Sealer Paper	-	-	-
7040 · Telephone Charges	-	-	-
7055 · Food	-	-	-
7101 · General Liability Insuranc	-	-	-
7175 · Property Insurance	-	-	-
7205 · Maintenance-Equipment	48,000	48,000	-
7250 · Memberships	-	-	-
7265 · Office Expenditures	-	-	-
7268 · Postage	-	-	-
7286 · PeopleSoft Human Resources	-	-	-
7287 · PeopleSoft Financials Chg	-	-	-
7295 · Professional & Specialized	-	-	-
7296 · Data Processing Services	-	-	-
7325 · Publications & Legal Notic	-	-	-
7385 · Small Tools & Instruments	-	-	-
7406 · Library Materials	-	-	-
7412 · Mileage	-	-	-
7415 · Trans, Travel & Education	-	-	-
7416 · Trans & Travel County Gara	-	-	-
7430 · Utilities	-	-	-
7565 · County Cost Plan	-	-	-
Total 3301.1- Comm & Fortinet Expenditures	48,000	48,000	-
Net Change in Fund Balance	\$ -	\$ -	\$ 44,040

SJVLS Budget to Actual
400- Coordination and Evaluation

	TOTAL		
	Original Budget	Current Budget	Actual Jul 25 - Feb 26
Revenues			
3380 · Interest	\$ -	\$ -	\$ -
3575 · State Grants	-	-	-
4375 · Federal Grants	-	-	-
4841 · Membership Dues	460,396	460,396	460,396
5039 · Tech Reserve Charges	-	-	-
5040 · Other Cty Dpts Services	-	-	-
5501 · Projects e-Rate Earned	-	-	-
5504 · Telephone Services	-	-	-
5831 · Refunds And Abatements	-	-	-
Total 400- Coordination & Eval Revenues	460,396	460,396	460,396
Expenditures			
7005 · Sealer Paper	-	-	-
7040 · Telephone Charges	-	-	-
7055 · Food	1,000	1,000	-
7101 · General Liability Insuranc	5,000	5,000	1,059
7175 · Property Insurance	4,800	4,800	6,941
7205 · Maintenance-Equipment	500	500	240
7250 · Memberships	-	-	-
7265 · Office Expenditures	15,000	15,000	-
7268 · Postage	-	-	-
7286 · PeopleSoft Human Resources	500	500	298
7287 · PeopleSoft Financials Chg	2,000	2,000	-
7295 · Professional & Specialized	594,285	594,285	299,148
7296 · Data Processing Services	-	-	-
7325 · Publications & Legal Notic	5,000	5,000	-
7385 · Small Tools & Instruments	-	-	-
7406 · Library Materials	-	-	-
7412 · Mileage	500	500	-
7415 · Trans, Travel & Education	-	-	-
7416 · Trans & Travel County Gara	-	-	-
7430 · Utilities	-	-	-
7565 · County Cost Plan	12,000	12,000	20,259
Total 400- Coordination & Eval Expenditures	640,585	640,585	327,945
Net Change in Fund Balance	\$ (180,189)	\$ (180,189)	\$ 132,451

SJVLS Budget to Actual
600- Cataloging Center

	TOTAL		
	Original Budget	Current Budget	Actual Jul 25 - Feb 26
Revenues			
3380 · Interest	\$ -	\$ -	\$ -
3575 · State Grants	-	-	-
4375 · Federal Grants	-	-	-
4841 · Membership Dues	88,299	88,299	88,299
5039 · Tech Reserve Charges	-	-	-
5040 · Other Cty Dpts Services	-	-	-
5501 · Projects e-Rate Earned	-	-	-
5504 · Telephone Services	-	-	-
5831 · Refunds And Abatements	-	-	-
Total 600- Cataloging Center Revenues	88,299	88,299	88,299
Expenditures			
7005 · Sealer Paper	-	-	-
7040 · Telephone Charges	-	-	-
7055 · Food	-	-	-
7101 · General Liability Insuranc	-	-	-
7175 · Property Insurance	-	-	-
7205 · Maintenance-Equipment	-	-	-
7250 · Memberships	-	-	-
7265 · Office Expenditures	-	-	-
7268 · Postage	-	-	-
7286 · PeopleSoft Human Resources	-	-	-
7287 · PeopleSoft Financials Chg	-	-	-
7295 · Professional & Specialized	124,200	124,200	114,269
7296 · Data Processing Services	-	-	-
7325 · Publications & Legal Notic	-	-	-
7385 · Small Tools & Instruments	-	-	4,472
7406 · Library Materials	-	-	-
7412 · Mileage	-	-	-
7415 · Trans, Travel & Education	-	-	-
7416 · Trans & Travel County Gara	-	-	-
7430 · Utilities	-	-	-
7565 · County Cost Plan	-	-	-
Total 600- Cataloging Center Expenditures	124,200	124,200	118,741
Net Change in Fund Balance	\$ (35,901)	\$ (35,901)	\$ (30,442)

SJVLS Budget to Actual
800- Online Materials

	TOTAL		
	Original Budget	Current Budget	Actual Jul 25 - Feb 26
Revenues			
3380 · Interest	\$ -	\$ -	\$ -
3575 · State Grants	-	-	-
4375 · Federal Grants	-	-	-
4841 · Membership Dues	140,110	140,110	140,111
5039 · Tech Reserve Charges	-	-	-
5040 · Other Cty Dpts Services	-	-	-
5501 · Projects e-Rate Earned	-	-	-
5504 · Telephone Services	-	-	-
5831 · Refunds And Abatements	-	-	-
Total 800- Online Materials Revenues	140,110	140,110	140,111
Expenditures			
7005 · Sealer Paper	-	-	-
7040 · Telephone Charges	-	-	-
7055 · Food	-	-	-
7101 · General Liability Insuranc	-	-	-
7175 · Property Insurance	-	-	-
7205 · Maintenance-Equipment	-	-	-
7250 · Memberships	3,400	3,400	3,240
7265 · Office Expenditures	-	-	-
7268 · Postage	-	-	-
7286 · PeopleSoft Human Resources	-	-	-
7287 · PeopleSoft Financials Chg	-	-	-
7295 · Professional & Specialized	234,280	234,280	217,305
7296 · Data Processing Services	-	-	-
7325 · Publications & Legal Notic	-	-	-
7385 · Small Tools & Instruments	-	-	-
7406 · Library Materials	50,400	50,400	38,617
7412 · Mileage	-	-	-
7415 · Trans, Travel & Education	-	-	-
7416 · Trans & Travel County Gara	-	-	-
7430 · Utilities	-	-	-
7565 · County Cost Plan	-	-	-
Total 800- Online Materials Expenditures	288,080	288,080	259,162
Net Change in Fund Balance	\$ (147,970)	\$ (147,970)	\$ (119,051)

**Admin Council Board Report
CLSA Status Report - FY 25-26**

Report Date 2/28/2026

Operations Type	Adopted Budget	CLSA Approved Plan	Total Expenses	Pending Expenses (Mar.)	Estimate Charges	Total Projected Expenses	Excess "-" (fund by SJVLS reserves) Unspent "+"	Comments
Delivery - Basic & Sorting	245,310	245,310	20,523	-	-	20,523	224,787	
E-Resources Bibliotheca Cloud Library	-	-	-	-	-	-	-	
	245,310	245,310	20,523	-	-	20,523	224,787	
FY 24-2025 Rollover	-	-	-	-	-	-	-	
Grand Total	245,310	245,310	20,523	-	-	20,523	224,787	

Budget amendment approved:

Basic CLSA Service Plan Expenditure

CLSA Allocation	\$ -
Basic Delivery	\$ 245,310
E-Resources	\$ -
Online Materials rollover	\$ -

Total System Delivery Costs

Basic Delivery Costs:	\$ 20,523	
Extra Delivery Stops:	\$ -	
	\$ 20,523	Total System Delivery Expenditure
Online Materials rollover	\$ -	

Total fundings Sources Delivery System

CLSA Funds	\$ 124,400	Basic
Local Fund Reserve	\$ 120,910	Basic
Madera	\$ -	Premium
	\$ 245,310	Total System Delivery Funding

CLSA Amended Service Plan :

Reviewed annually in January for amendment

Online Materials
 Financial Update - FY 25-26
 Report Date

2/28/2026

Vendor	Budget Amount	Total Expenses	Prepaid Portion Subscription	Unspent	Comments
Funding Source: Membership (cost center 0800)					
Ebooks Bibliotheca (E Resources)	55,400	53,733	-	1,667	
Pronunciator	30,000	18,667	9,333	2,000	
Cengage-Gale Database	33,000	33,000	-	-	Gale General Database Pkg
Cengage -Gale	35,000	36,787		(1,787)	Education and Career module & Info Science
Califa- Quipu E Card Registration & Membership	14,680	14,192	-	489	
Brainfuse, LLC (HelpNow, VetNow), Tutor.com	120,000	102,783	82,500	(65,283)	
ERC Committee -	-	-	-	-	
	288,080	259,162	91,833	2,368	
Funding Source: CLSA Other (cost center 0201)					
Bibliotheca Cloud Library (E Resources)	-	-	-	-	
Additional Online Materials Resources	-	-	-	-	
	-	-	-	-	
Grand Total	288,080	259,161.69	91,833	2,368	

	Budget Amount	Total Expenses	Prepaid Portion Subscription	Unspent
Total Funding Sources:	\$ 288,080	\$ 259,162	\$ 91,833	\$ 2,368

SJVLS
BALANCE SHEET - SYSTEM WIDE
FEBRUARY 28, 2026

	2/28/2026
ASSETS	
Current Assets	
Checking/Savings	
0110 · Cash In Treasury	\$ 4,380,054
0115 · Chase AP - 3522	59,144
0121 · Chase Merchant - 3506	10,590
0190 · Restricted Cash - Tech Reserve	3,927,778
Total Checking/Savings	8,377,566
Accounts Receivable	
0350 · Accounts Receivable	852,513
0353 · E-Rate Receivable	90,530
Total Accounts Receivable	943,043
Other Current Assets	
0400 · Inventory	5,547
Total Other Current Assets	5,547
Total Current Assets	9,326,156
Other Assets	
0510 · Prepaid Expenses	127,363
Total Other Assets	127,363
TOTAL ASSETS	\$ 9,453,519
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
1210 · Accounts Payable	\$ 424,333
Total Accounts Payable	424,333
Other Current Liabilities	
1435 · Tech Reserve Advances	
1435.01 · Coalinga Tech Reserve	68,654
1435.02 · Fresno Tech Reserve	1,766,493
1435.03 · Kern Tech Reserve	508,619
1435.04 · Kings Tech Reserve	200,005
1435.05 · Madera Tech Reserve	147,748
1435.06 · Mariposa Tech Reserve	121,306
1435.07 · Merced Tech Reserve	276,685
1435.08 · Porterville Tech Reserve	398,212
1435.09 · Tulare County Tech Reserve	445,339
1435.10 · Tulare Public Tech Reserve	9,718
Total 1435 · Tech Reserve Advances	3,942,779
1437 · Due To Other Funds-Agencies	10,575
1710 · Unearned Revenue	6,007
Total Other Current Liabilities	3,959,361
Total Current Liabilities	4,383,694
Total Liabilities	4,383,694
Equity	
2230 · Fund Balance - Unassigned	3,711,299
2231 · Fund Balance - Assigned	1,358,526
Total Equity	5,069,825
TOTAL LIABILITIES & EQUITY	\$ 9,453,519

DATE: April 3, 2026

TO: SJVLS Administrative Council

SUBMITTED BY: Chris Wymer – Administrative Librarian
Vasquez and Co – Independent Auditors

SUBJECT: Financial Audit FY 2024-25

RECOMMENDED ACTION:

1. Accept the auditor’s report for fiscal year 2024-25.

Approval of the recommended action will accept the audit report for fiscal year 2024-25.

ALTERNATIVE ACTION(S):

There are no alternative actions.

FISCAL IMPACT:

There is no fiscal impact associated with the recommended action.

DISCUSSION:

The independent auditor firm, Vasquez and Company completed their audit of SJVLS’s financials for fiscal year 2023-24. Their findings and reports are attached.

PRIOR AGENDA REFERENCE:

Administrative Council Agenda – December 1, 2023. Item #3.

ATTACHMENTS INCLUDED AND/OR ON FILE:

Attachment #1 – Final Draft Audit Report for Year Ended June 30, 2025

Motion:

Second:

_____ PASSED

_____ REJECTED

Final Draft



SAN JOAQUIN VALLEY
LIBRARY SYSTEM

San Joaquin Valley Library System
Audited Financial Statements
Year Ended June 30, 2025
with Independent Auditor's Report

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Independent Auditor’s Report

**The Administrative Council
 San Joaquin Valley Library System**

Report on the Audit of the Financial Statements

Opinions

We have audited the financial statements of the governmental activities and the major fund of the San Joaquin Valley Library System (the System), as of and for the year ended June 30, 2025, the budgetary comparison statement for the general fund for the year ended June 30, 2025, and the related notes to the basic financial statements, which collectively comprise the System’s basic financial statements, as listed in the table of contents.

In our opinion, the accompanying financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and major fund of the System as of June 30, 2025, and the respective changes in financial position and the budgetary comparison for the general fund for the year then ended in accordance with accounting principle generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (*Government Auditing Standards*). Our responsibilities under those standards are further described in the Auditor’s Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the System and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.



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In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the System's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the System's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the System's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.



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Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 4 through 9 be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with GAAS, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated **March __, 2026**, on our consideration of the System's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the System's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the System's internal control over financial reporting and compliance.

Glendale, California

March __, 2026

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MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)

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As management of the San Joaquin Valley Library System (the System), we present this narrative overview and analysis of the financial activities of the System for the fiscal years ended June 30, 2025 and 2024. We encourage readers to consider the information presented here in conjunction with the information included with the accompanying financial statements.

FINANCIAL HIGHLIGHTS

- The System receives revenues from memberships, telecommunication, restricted grants, California State Library Act grant awards and unrestricted revenues to manage operations.
- The assets of the System exceeded its liabilities as of June 30, 2025 by \$4,191,906. The unrestricted net position of \$4,146,287 may be used to meet the System's ongoing obligations to fund a portion of Membership operations, customers, and creditors. As of June 30, 2024, assets exceeded liabilities by \$4,356,020, as restated, with unrestricted net position equaling \$4,284,029.
- The System has experienced a decrease in net position in this reporting period. The total net position decreased by \$164,114 and \$295,382, as restated, for the years ended June 30, 2025 and 2024, respectively.
- Membership fee contributions remained consistent in fiscal year 2024-25. The \$2,030,272 in membership fees funds approximately 46.3% of System operations.
- During the fiscal year, the System continued to utilize California Library Services Act (CLSA) funding of \$124,400 to support the System's delivery services.
- Prepaid tech reserves (tech reserve advances) held by the System as of June 30, 2025 at \$4,360,710, a 23.3% increase or \$822,970, from June 30, 2024, represent Members' contributions towards the System Technology Replacement Plan, computer hardware replacement, and committed system projects.
- Due to the California Library Grants program and other e-rate funding opportunities for the expansion of high-speed broadband for California libraries, the System successfully completed broadband upgrades, acquired new WIFI equipment, and replaced old network equipment. The System utilized Network grant awards of the remaining \$34,007 of the year 7 award.
- The System was awarded \$33,694 to be used towards restoration of a 1 gigabit circuit for the Firebaugh branch. The remaining \$12,369 of the award was utilized in the current fiscal year.
- The System was also awarded \$25,500 to be used towards the purchase of network equipment, installation and configuration for the Porterville branch. Of these funds, \$19,493 of the award was utilized. The grant will continue to be used in the next fiscal year up to \$6,007.

OVERVIEW OF FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the System's basic financial statements. The System's basic financial statements are comprised of three components: 1) government-wide financial statements, 2) fund financial statements and 3) notes to the financial statements.

Government-wide Financial Statements. The government-wide financial statements are designed to provide readers with a broad overview of the System's finances, in a manner similar to that of a private-sector business. The assets, liabilities, revenues, and expenses are reported on a full-accrual basis.

- The **Statement of Net Position** presents information on the System's assets, deferred outflows, liabilities, and deferred inflows. The difference between these elements represents net position, or equity.
- The **Statement of Activities** presents information showing total revenues versus total expenses and how the System's net position changed during the fiscal year. All revenues and expenses are recognized as soon as the underlying event occurs, regardless of the timing of related cash flows. As a result, this statement includes revenues and expenses for some items that will result in cash disbursements or collections in future fiscal years (e.g., reimbursable ongoing project expenses).

Fund Financial Statements. A fund is a grouping of related accounts used to maintain control over resources that have been segregated for specific activities or objectives. Like other state and local governments, the System uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the System's funds fall into two categories: governmental funds and proprietary funds. The System has no proprietary funds and only one governmental fund – the General Fund.

Governmental Funds. Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. This information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information in the government-wide financial statements. This comparison helps readers better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund Balance Sheet and the Statement of Revenues, Expenditures, and Changes in Fund Balance include reconciliations to facilitate this comparison.

The Notes to the Financial Statements. The notes provide additional information essential to a full understanding of the data provided in the financial statements. They describe the nature of the System's operations and significant accounting policies and clarify unique financial information.

**San Joaquin Valley Library System
Management's Discussion and Analysis (Unaudited)
For the Year Ended June 30, 2025**

Government-wide Financial Analysis

As noted earlier, net position can serve over time as a useful indicator of a government's financial health. As of June 30, 2025, the System's assets exceeded its liabilities by \$4,191,906. Of that amount, \$45,619 reflects the System's investment in capital assets, net of any related debt still outstanding.

The unrestricted net position as of June 30, 2025 was \$4,146,287, which may be used to meet the System's ongoing obligations to support membership operations, customers, and creditors. Capital assets are used to provide services and are not available for future spending.

The following summarizes the System's net position and changes in net position for the current and prior fiscal years:

Summarized Statements of Net Position

	<u>June 30, 2025</u>	<u>June 30, 2024 (As restated)</u>	<u>Increase (Decrease)</u>
Assets			
Current and other assets	\$ 9,174,772	\$ 8,499,925	\$ 674,847
Capital assets, net	45,619	71,991	(26,372)
Total assets	<u>9,220,391</u>	<u>8,571,916</u>	<u>648,475</u>
Liabilities			
Current liabilities	<u>5,028,485</u>	4,215,896	812,589
Total liabilities	<u>5,028,485</u>	<u>4,215,896</u>	<u>812,589</u>
Net position			
Net investment in capital assets	45,619	71,991	(26,372)
Unrestricted	<u>4,146,287</u>	4,284,029	(137,742)
Total net position	\$ <u><u>4,191,906</u></u>	\$ <u><u>4,356,020</u></u>	\$ <u><u>(164,114)</u></u>

Membership Fees. During fiscal year 2024-2025, the Administrative Council approved the budget with no increase in membership fees, keeping the current year total of \$2,030,272 consistent with the prior year.

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San Joaquin Valley Library System Management's Discussion and Analysis (Unaudited) For the Year Ended June 30, 2025

Summarized Statements of Activities

	June 30, 2025	June 30, 2024 (As restated)	Increase (Decrease)
Revenues			
Program revenues			
Charges for services	\$ 3,420,125	\$ 3,231,510	\$ 188,615
Operating grants and contributions	<u>190,269</u>	<u>260,732</u>	<u>(70,463)</u>
Total program revenues	<u>3,610,394</u>	<u>3,492,242</u>	<u>118,152</u>
General revenues			
Refunds and abatements	550,004	233,226	316,778
Investment earnings	<u>222,664</u>	<u>237,876</u>	<u>(15,212)</u>
Total general revenues	<u>772,668</u>	<u>471,102</u>	<u>301,566</u>
Total revenues	<u>4,383,062</u>	<u>3,963,344</u>	<u>419,718</u>
Expenses			
Library services	<u>4,547,176</u>	<u>4,258,726</u>	<u>288,450</u>
Total expenses	<u>4,547,176</u>	<u>4,258,726</u>	<u>288,450</u>
 Change in net position	 (164,114)	 (295,382)	 131,268
Net position, beginning of year	<u>4,356,020</u>	<u>4,651,402</u>	<u>(295,382)</u>
Net position, end of year	<u>\$ 4,191,906</u>	<u>\$ 4,356,020</u>	<u>\$ (164,114)</u>

Revenues

Revenues collected are grouped by charges for services, and operating grants and contributions. Charges for services consist of collected membership fees of \$2,030,272, direct billing charges of \$855,058, and telecommunication charges of \$534,795. Operating grants and contributions revenue of \$190,269 consists of the CLSA grant award of \$124,400 and network grant awards of \$65,869.

Budget Year	Portion of Total Budget: Shared Membership Operations	Partial Funding Fund Balance (Shared Costs)	Membership Fees	% Increase Membership Fees
FY 2020-21	\$ 2,342,580	26%	\$ 1,740,749	5%
FY 2021-22	2,341,330	26%	1,740,749	0%
FY 2022-23	2,725,135	28%	1,951,095	12%
FY 2023-24	2,759,629	27%	2,023,056	4%
FY 2024-25	2,946,474	31%	2,030,272	0%

Membership Fees: Budgeted Operations, Funding, and Percentage Increase. Membership operational costs have been streamlined for consistency each year, maximizing the use of unrestricted funding and strategically setting membership fees. Operational costs exclude telecommunications, network projects, and technology replacement plans. Membership fees remained the same in fiscal year 2025. Operations costs continue to be funded by CLSA, grant funding and interest income, with the remainder offset by unrestricted net position funding. The System's major source of revenue is membership fee contributions.

Governmental Activities. The System's major expenditures include personnel costs, integrated library system, shared e-resources, telecommunications, and network maintenance.

Financial Analysis of the System's Funds

As noted earlier, the System uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental Funds. The purpose of the System's governmental fund financial statements is to provide information on near-term inflows, outflows, and balances of spendable resources. This information is useful in assessing the System's short-term financing needs. In particular, unassigned fund balance may serve as a useful measure of the System's net resources available for spending at the end of the fiscal year.

As of June 30, 2025, the System's governmental fund reported an ending fund balance of \$4,146,287, a decrease of \$137,742 compared to the prior year. Of this amount, the unassigned fund balance was \$2,609,103.

Capital Asset and Debt Administration

Capital Assets. The System's investment in capital assets for its governmental activities as of June 30, 2025, totaled \$45,619 (net of accumulated depreciation and amortization).

Debt Administration. The System did not have any outstanding debt as of June 30, 2025 or 2024.

Economic Factors and Next Year's Budgets and Rates

The System continues to transition locations to the Corporation for Education Network Initiatives in California (CENIC) network to increase bandwidth and decrease costs through fiscal year 2026. Currently, most of the System's member libraries are connected to CENIC, except for the Yosemite National Park branch. In the upcoming fiscal year, SJVLS will seek out alternative options to provide connectivity to the Yosemite Branch, allowing us to disconnect the CalNET circuit and reduce SJVLS's telecommunications expenditures. To carry out this effort, the System continues to leverage opportunities through grant and E-rate funding. In the upcoming year, the System will continue to utilize E-rate category 2 funding to upgrade and modernize wireless internet access points throughout the System. The System's E-rate Category 2 funding request will pursue funding to help with replacing the main routers at member headquarters, and for a 5-year enterprise license for all the wireless access points used to provide wireless internet at member library branches. In addition to the network upgrades, the System will continue to implement the strategic goals outlined in our 2023-2026 Technology plan. In fiscal year 2025-26, this will include an increase in funding to purchase eBooks and eAudiobooks for the shared CloudLibrary collection, as well as help fund on-demand video courses in multiple languages for patrons of all member library districts.

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**San Joaquin Valley Library System
Management's Discussion and Analysis (Unaudited)
For the Year Ended June 30, 2025**

In fiscal year 2026, the System has been successful in hiring a dedicated System Administrator for the Integrated Library System as well as an Associate System Administrator.

Requests for Information

This financial report is designed to provide a general overview of the System's finances for all interested parties. Questions regarding any of the information presented in this report or requests for additional financial details should be directed to the Library Business Manager, San Joaquin Valley Library System, 2420 Mariposa Street, Fresno, California, 93721.

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BASIC FINANCIAL STATEMENTS

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GOVERNMENT-WIDE FINANCIAL STATEMENTS

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**San Joaquin Valley Library System
Statement of Net Position
June 30, 2025**

	<u>Governmental Activities</u>
ASSETS	
Cash and investments	\$ 4,508,849
E-Rate receivable	90,530
Interest receivable	65,061
Due from other governments	15,000
Prepaid expenses and other current assets	149,622
Restricted cash and investments - technology reserve	4,345,710
Capital assets, net	45,619
Total assets	<u>9,220,391</u>
LIABILITIES	
Current liabilities	
Accounts payable and accrued expenses	618,651
Technology reserve advances	4,360,710
Due to member agencies	43,117
Unearned revenues	6,007
Total liabilities	<u>5,028,485</u>
NET POSITION	
Net investment in capital assets	45,619
Unrestricted	4,146,287
Total net position	<u>\$ 4,191,906</u>

See Notes to the Basic Financial Statements.

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**San Joaquin Valley Library System
Statement of Activities
Year Ended June 30, 2025**

<u>Functions/Programs</u>	<u>Expenses</u>	<u>Program Revenues</u>		<u>Net Revenue (Expense) and Change in Net Position</u>
		<u>Charges for Services</u>	<u>Operating Grants and Contributions</u>	
Governmental activities:				
Library services	\$ <u>4,547,176</u>	\$ <u>3,420,125</u>	\$ <u>190,269</u>	\$ <u>(936,782)</u>
 Total	\$ <u>4,547,176</u>	\$ <u>3,420,125</u>	\$ <u>190,269</u>	<u>(936,782)</u>
General revenues:				
Refunds and abatements				550,004
Investment earnings				<u>222,664</u>
Total general revenues				<u>772,668</u>
Change in net position				<u>(164,114)</u>
Net position - beginning of year, as previously reported				4,510,556
Restatement				<u>(154,536)</u>
Net position - beginning of year, as restated				<u>4,356,020</u>
Net position - end of year				\$ <u><u>4,191,906</u></u>

See Notes to the Basic Financial Statements.

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GOVERNMENTAL FUND FINANCIAL STATEMENTS

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**San Joaquin Valley Library System
Governmental Fund**

**Balance Sheet and Reconciliation of the Governmental Fund Balance Sheet
to the Government-wide Statement of Net Position
June 30, 2025**

	<u>General Fund</u>
ASSETS	
Cash and investments	\$ 4,508,849
Restricted cash and investments – technology reserve	4,345,710
E-Rate receivable	90,530
Interest receivable	65,061
Due from other governments	15,000
Prepaid expenditures and other current assets	149,622
Total assets	\$ <u>9,174,772</u>
LIABILITIES AND FUND BALANCES	
Liabilities	
Accounts payable and accrued expenses	\$ 618,651
Technology reserve advances	4,360,710
Due to member agencies	43,117
Unearned revenues	6,007
Total liabilities	\$ <u>5,028,485</u>
Fund Balances	
Nonspendable	149,622
Assigned	1,387,562
Unassigned	2,609,103
Total fund balances	\$ <u>4,146,287</u>
Total liabilities and fund balances	\$ <u>9,174,772</u>
Reconciliation of the Balance Sheet of the Governmental Fund to the Statement of Net Position:	
Total Fund Balance of Governmental Fund	\$ 4,146,287
Capital assets, net of accumulated depreciation and amortization, used in governmental activities are not financial resources and, therefore, are not reported in the Balance Sheet.	<u>45,619</u>
Net Position of Governmental Activities	\$ <u>4,191,906</u>

See Notes to the Basic Financial Statements.

San Joaquin Valley Library System
Statement of Revenues, Expenditures, and Change in Fund Balance – General Fund and
Reconciliation of the Governmental Fund Statement of Revenues, Expenditures and Change
in Fund Balance to the Government-wide Statement of Activities
Year Ended June 30, 2025

	General Fund
REVENUES	
Membership dues	\$ 2,030,272
Technology reserve charges	855,058
Refunds and abatements	550,004
Telephone services	534,795
Grant revenues	190,269
Use of money and property	222,664
Total revenues	4,383,062
EXPENDITURES	
Professional services	1,785,252
Grant project maintenance equipment	1,222,172
Telephone charges	815,641
Maintenance equipment	318,855
System delivery	245,384
Utilities	40,000
Postage and notice services	35,555
Office expense	29,411
Insurance	11,793
Travel and conference	10,947
Memberships	3,390
Peoplesoft charges	2,404
Total expenditures	4,520,804
Change in fund balance	(137,742)
Fund balance, beginning of year, as previously reported	4,438,565
Restatement	(154,536)
Fund balance, beginning of year, as restated	4,284,029
Fund balance, end of year	\$ 4,146,287
Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balance of the Governmental Fund to the Statement of Activities:	
Change in Fund Balance - Governmental Fund	\$ (137,742)
Governmental fund reports capital outlay as expenditures. However, in the Statement of Activities, the cost of those assets is allocated over their estimated useful lives and reported as depreciation and amortization expenses.	
Depreciation and amortization expenses	(26,372)
Change in Net Position - Governmental Activities	\$ (164,114)

See Notes to the Basic Financial Statements.

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San Joaquin Valley Library System Budgetary Comparison Statement – General Fund Year ended June 30, 2025

	Budgeted amounts		Actual amounts	Variance with final budget positive (negative)
	Original	Final		
Resources (inflows):				
Membership dues	\$ 2,060,000	\$ 2,060,000	\$ 2,030,272	\$ (29,728)
Technology reserve charges	1,599,057	1,599,057	855,058	(743,999)
Refunds and abatements	-	-	550,004	550,004
Telephone services	1,000,000	1,000,000	534,795	(465,205)
Grant revenues	240,198	240,198	190,269	(49,929)
Use of money and property	145,000	145,000	222,664	77,664
Total resources (inflows)	<u>5,044,255</u>	<u>5,044,255</u>	<u>4,383,062</u>	<u>(661,193)</u>
Charges to appropriations (outflows):				
Professional services	2,072,385	2,072,385	1,785,252	287,133
Grant project maintenance equipment	1,665,631	1,665,631	1,222,172	443,459
Telephone charges	1,280,000	1,280,000	815,641	464,359
Maintenance equipment	458,000	458,000	318,855	139,145
System delivery	255,500	255,500	245,384	10,116
Utilities	40,000	40,000	40,000	-
Postage and notice services	41,000	41,000	35,555	5,445
Office expense	249,226	249,226	29,411	219,815
Insurance	9,800	9,800	11,793	(1,993)
Travel and conference	25,500	25,500	10,947	14,553
Memberships	3,390	3,390	3,390	-
Peoplesoft charges	4,500	4,500	2,404	2,096
Total charges to appropriations (outflows)	<u>6,104,932</u>	<u>6,104,932</u>	<u>4,520,804</u>	<u>1,584,128</u>
Change in fund balance	\$ <u>(1,060,677)</u>	\$ <u>(1,060,677)</u>	<u>(137,742)</u>	<u>\$ 922,935</u>
Fund balance, beginning of year, as previously reported			4,438,565	
Restatement			<u>(154,536)</u>	
Fund balance, beginning of year, as restated			<u>4,284,029</u>	
Fund balance, end of year			<u>\$ 4,146,287</u>	

See Notes to the Basic Financial Statements.

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NOTES TO THE BASIC FINANCIAL STATEMENTS

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NOTE 1 REPORTING ENTITY

San Joaquin Valley Library System (the System) is a joint powers authority agency, established in November 1979 under the California Library Services Act (CLSA) to improve library services through cooperation by public libraries within the State. Current membership includes:

- Coalinga-Huron Library District
- Fresno County Library
- Kern County Library
- Kings County Library
- Madera County Library
- Mariposa County Library
- Merced County Library
- Porterville Public Library
- Tulare County Library
- Tulare Public Library

As set forth in the joint powers agreement, the System is governed by an Administrative Council made up of 10 directors. The Administrative Council is supported by the Automation Committee and the Electronic Resources Committee. Funding for the System comes from member library contributions and the State of California through CLSA.

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**Basis of Presentation**

Financial statement presentation follows the standards promulgated by the Governmental Accounting Standards Board (GASB), commonly referred to as accounting principles generally accepted in the United States of America (U.S. GAAP). GASB is the accepted standard-setting body for establishing governmental accounting and financial reporting standards.

The System's basic financial statements consist of government-wide financial statements, including a statement of net position and a statement of activities, and governmental fund financial statements, which provide a more detailed level of financial information.

Measurement Focus, Basis of Accounting and Financial Statement Presentation

The government-wide financial statements (i.e., the Statement of Net Position and the Statement of Activities) report information on all of the System's activities. The Statement of Activities demonstrates the degree to which the direct expenses of a given function are offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. *Program revenues* include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function.

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**Measurement Focus, Basis of Accounting and Financial Statement Presentation (Continued)**

Taxes and other items not properly included among program revenues are reported as general revenues.

- Government-Wide Financial Statements

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned, and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements are met.

Separate financial statements are provided for governmental funds. Major individual governmental funds are reported as separate columns in the fund financial statements. The fund financial statements provide information about the System's governmental funds. The System reports one major governmental fund, the General Fund.

- Governmental Fund Financial Statements

Governmental fund financial statements (i.e., Balance Sheet and Statement of Revenues, Expenditures, and Change in Fund Balance) are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or 14 months thereafter to pay liabilities of the current period.

Revenues susceptible to accrual are property taxes, interest on investments, and intergovernmental revenues. Property taxes are recorded as revenues in the fiscal year in which they are levied, provided they are collected in the current period or within sixty days thereafter. A one-year availability period is used for all other revenues. Interest on invested funds is recognized when earned. Intergovernmental revenues that are reimbursements for specific expenditures are recognized when all eligibility requirements are met.

Expenditures generally are recorded when a liability is incurred, as under accrual accounting; however, debt service expenditures are recorded only when payment is due. Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions.

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**Measurement Focus, Basis of Accounting and Financial Statement Presentation (Continued)**

Both the governmental fund Balance Sheet and the governmental fund Statement of Revenues, Expenditures, and Change in Fund Balance provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The System reports one major governmental fund:

The **General Fund** is the primary operating fund and accounts for all financial resources of the System.

The System adopts annual appropriated budgets for its general fund, which is a major fund. A budgetary statement has been provided for this fund to demonstrate compliance with the budget. For the year ended June 30, 2025, the System exceeded its approved budget for Insurance by \$1,993, resulting in an unfavorable variance in the budgetary comparison statement.

Cash and Investments

The System maintains its cash and investment account with the County of Fresno Auditor-Controller/Treasurer as part of the common investment pool. Cash also includes demand deposits with financial institutions. The County of Fresno is restricted by Government Code Section 53635 pursuant to Section 53601 to invest in time deposits, U.S. government securities, state registered warrants, notes or bonds, State Treasurer's investment pool, bankers' acceptances, commercial paper, negotiable certificates of deposit, and repurchase or reverse repurchase agreements.

State statutes and the County of Fresno's investment policy authorize the County Auditor-Controller/Treasurer to invest in U.S. Government Treasury and Agency Securities, bankers' acceptances, commercial paper, corporate bonds and notes, repurchase agreements, and the State Treasurer's Local Agency Investment Fund (LAIF).

In accordance with GASB Statement No. 43, *Accounting and Financial Reporting for Certain Investments and External Investment Pools*, investments held by the County of Fresno Auditor-Controller/Treasurer are stated at fair value. The fair value of pooled investments is determined quarterly and is based on current market prices received from the securities custodian. The balance available for withdrawal is based on the accounting records maintained by the County of Fresno Auditor-Controller/Treasurer.

Credit quality ratings are not available for the System's investments, as they are invested as part of the common investment pool of the County of Fresno Auditor-Controller/Treasurer. Cash and investment in the County of Fresno Auditor-Controller/Treasurer is considered unclassified as to credit risk because it is not evidenced by securities that exist in physical or book entry form.

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Restricted cash and investments – Technology Reserve

Restricted cash and investments – technology reserve pertains to technology reserve advanced to the System from member agencies to be used for future equipment and network infrastructure upgrades.

E-Rate Receivable

The System receives funding from the Universal Service Administrative Co. (USAC) related to its E-Rate program, formally known as the Schools and Libraries Program. The program provides discounts to schools and libraries for eligible equipment and services. The System records receivables in the accounting period when the corresponding revenues become both measurable and available to finance expenditures of the fiscal period. As of June 30, 2025, E-Rate receivable amounted to \$90,530.

Capital Assets

Capital assets acquired are recorded at cost or estimated cost, where cost is not available. Donated or contributed capital assets are recorded at estimated fair value on the date received. Capital assets are defined by the System as assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of one year. The costs of normal maintenance and repairs are charged to operations as incurred. Improvements are capitalized and depreciated over the remaining useful lives of the related capital assets, as applicable.

Leases are recorded as an asset and an obligation at an amount equal to the present value at the beginning of the lease term of the minimum lease payments during the lease term. Noncancellable lease agreements exceeding a 12-month term are recorded as an intangible right-of-use asset with an amortization calculated based on the term of the lease agreement.

Subscription-Based Information Technology Arrangements (SBITAs) are recorded as an asset and an obligation at an amount equal to the present value at the beginning of the arrangement term of the minimum arrangement payments during the arrangement term. Non-cancellable agreements exceeding a 12-month term are recorded as an intangible right-of-use asset with an amortization calculated based on the term of the agreement.

The System has established a materiality threshold of \$5,000 in annual lease payments under GASB Statement No. 87 and SBITAs under GASB Statement No. 96 for financial recording and reporting. All leases and SBITAs under \$5,000 will be reported as operating activities.

Depreciation of capital assets is computed using the straight-line method applied over the estimated useful lives of the assets as follows:

Computer Equipment and Software:	3-5 years
Office Equipment:	3-5 years

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**Accounts Payable and Accrued Expenses**

Certain costs are incurred by the System during the current reporting period but are not paid until after the beginning of the next fiscal period. These costs are reported as accounts payable and accrued expenses and other liabilities in the financial statements. Accounts payable and accrued expenses as of June 30, 2025 was \$618,651.

Fund Balance

In the fund financial statements, governmental funds report fund balance as nonspendable, restricted, committed, assigned, or unassigned based primarily on the extent to which the System is bound to honor constraints on how specific amounts can be spent.

- *Nonspendable* – Amounts that are not in spendable form (such as prepaid expenditures) or are required either legally or contractually to be maintained intact.
- *Restricted* – Amounts with constraints placed on their use that are either (a) externally imposed by creditors, grantors, contributors, or laws or regulations of other governments or (b) imposed by law through constitutional or enabling legislation.
- *Committed* - Amounts constrained to specific purposes by the System itself, using the System's highest level of decision-making authority (the Administrative Council). To be reported as committed, amounts cannot be used for any other purpose unless the System takes the same highest-level action to remove or change the constraint. The underlying action that imposed the limitation needs to occur no later than the close of the reporting period.
- *Assigned* - Amounts the System *intends* to use for a specific purpose. Intent can be expressed by the System at either the highest level of decision-making or by an official or body to which the System delegates the authority.
- *Unassigned* - The residual classification for the System that includes amounts not contained in the other classifications. In other funds, the unassigned classification is used only if expenditures incurred for specific purposes exceed the amounts restricted, committed, or assigned to those purposes.

The System establishes and modifies or rescinds fund balance commitments by passage of an ordinance or policy. This is typically done through adoption or amendment of the budget. A fund balance commitment is further indicated in the budget as a designation or commitment of the fund, such as approved construction contracts. Assigned fund balance is established by the System through adoption or amendment of the budget or future budget plan, as intended for a specific purpose.

When both restricted and unrestricted resources are available for use, it is the System's policy to use restricted resources first, followed by the committed, assigned, and unassigned resources as they are needed.

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**Net Position**

Net position represents the residual interest in the System's assets and deferred outflows of resources after liabilities and deferred inflows of resources are deducted. In accordance with Governmental Accounting Standards Board (GASB) Statement No. 63, *Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position*, the equity section on the Statement of Net Position was combined to report the total net position and present it in three broad components:

- Net investment in capital assets – Amount consists of capital assets, including infrastructure, net of accumulated depreciation and outstanding principal balances of debt attributable to the acquisition, construction, or improvement of those assets.
- Restricted – Amount consists of net position restricted by external creditors, grantors, contributors, or laws or regulations of other governments and restrictions imposed by law through constitutional provisions or enabled legislature.
- Unrestricted – Amount consists of all net position that do not meet the definition “net investment in capital assets” or “restricted” net position.

When both restricted and unrestricted net position are available, restricted resources are used first before unrestricted resources are used.

Use of Estimates

The preparation of financial statements in conformity with U.S. GAAP requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and the disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Fair Value Measurement

U.S. GAAP defines fair value, establishes a framework for measuring fair value and establishes disclosures about fair value measurement. Investments, unless otherwise specified, recorded at fair value in the statement of net position, are categorized based upon the level of judgment associated with the inputs used to measure their fair value. Levels of inputs are as follows:

Level 1 - Inputs are unadjusted, quoted prices for identical assets and liabilities in active markets at the measurement date.

Level 2 - Inputs, other than quoted prices included in Level 1, that are observable for the asset or liability through corroboration with market data at the measurement date.

Level 3 - Unobservable inputs that reflect management's best estimate of what market participants would use in pricing the asset or liability at the measurement date.

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**Fair Value Measurement (Continued)**

An asset's or liability's level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement. All assets and liabilities for which the fair value measurement is based on significant unobservable inputs or instruments that trade infrequently and, therefore, have little or no price transparency are classified as Level 3.

The System's financial assets and liabilities include cash and investments, interest receivable, due from other governments, technology reserve advances, due to member agencies, accrued expenses and other liabilities and accounts payable – none of which are held for trading purposes. The fair values of all financial instruments do not differ materially from the aggregate carrying values of the financial instruments recorded in the accompanying Statement of Net Position. The carrying amounts of these financial instruments approximate fair value because of their short-term maturities.

Concentrations of Credit Risk

The System maintains cash deposits in one financial institution. Cash balances in interest-bearing transaction accounts are insured by the Federal Deposit Insurance Corporation (FDIC) up to \$250,000 per institution. As of June 30, 2025, the System had \$333,271 held with a financial institution that exceeded the FDIC limit and was uninsured.

Technology Reserve Advances

Technology reserve advances consist of monies advanced to the System from member agencies to be used for future equipment and network infrastructure upgrades.

Due to Member Agencies

The System maintains a cash account for the collection of library fees on behalf of member agency libraries. The System distributes these revenues to member agencies throughout the year.

Implementation of New Accounting Pronouncements

During the year ended June 30, 2025, the System implemented the following GASB new standards with no impact on the financial statements:

GASB Statement No. 101 - *Compensated Absences*. The requirements of this statement are effective for reporting periods beginning after December 15, 2023.

GASB Statement No. 102 – *Certain Risk Disclosures*. The requirements of this statement are effective for reporting periods beginning after June 15, 2024.

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Implementation of New Accounting Pronouncements (Continued)

Released GASB Statements to be implemented in future financial statements are as follows:

GASB Statement No. 103 – *Financial Reporting Model Improvements*. The requirements of this statement are effective for reporting periods beginning after June 15, 2025.

GASB Statement No. 104 - *Disclosure of Certain Capital Assets*. The requirements of this statement are effective for reporting periods beginning after June 15, 2025.

GASB Statement No. 105 – *Subsequent Events*. The requirements of this statement are effective for reporting periods beginning after June 15, 2026.

NOTE 3 CASH AND INVESTMENTS

Cash and investments as of June 30, 2025 are reported in the basic financial statements as follows:

Cash and investments	\$	4,508,849
Restricted cash and investments - technology reserve		<u>4,345,710</u>
Total cash and investments	\$	<u><u>8,854,559</u></u>

Cash and investments are comprised of the following as of June 30, 2025:

Cash and investments		
County of Fresno Treasury Investment Pool	\$	8,752,283
Demand deposits		<u>102,276</u>
Total cash and investments	\$	<u><u>8,854,559</u></u>

NOTE 3 CASH AND INVESTMENTS (CONTINUED)

Investments authorized by the California Government Code (CGC) and the County of Fresno Treasury Investment Pool Investment Policy (IP)

The following table identifies the investment types that are authorized for the County by CGC, or the IP, where more restrictive. The table also identifies the more restrictive provisions of the CGC or the IP that address interest rate risk, credit risk, and concentration of credit risk. This table does not address the investment of debt proceeds held by bond trustees that are governed by the provisions of the County's debt agreements, rather than the general provisions of either the CGC or the IP.

Authorized Investment Types	Maximum Percentage of Portfolio	Maximum Maturity
U.S. Treasury Bills, Notes and Bonds	100%	5 Years
U.S. Government Agency Obligations	100%	5 Years
Bankers' Acceptances	40%	180 Days
Commercial Paper	40%	270 Days
Negotiable Certificates of Deposit	30%	13 Months
Non-Negotiable Certificates of Deposit	50%	13 Months
Repurchase Agreements	15%	Overnight/Weekend
Local Agency Investment Fund	\$65,000	Daily Liquidity
Medium Term Notes	30%	5 Years
Mutual Funds	20%	Daily Liquidity
Mortgage-Backed Securities	10%	5 Years

The County of Fresno's pooled investments have recurring fair value measurements using other observable inputs and are classified under Level 2 within the fair value hierarchy table. Detailed information regarding the County of Fresno Treasury's pooled cash and investments can be found in the County's Annual Comprehensive Financial Report as of and for the year ended June 30, 2025. Such report is available from the Office of the Auditor-Controller/Treasurer-Tax Collector, 2281 Tulare Street, Fresno, CA 93721.

The fair value of the System's investment in this pool is reported in the accompanying financial statements at amounts based upon the System's pro rata share of the fair value provided by the County of Fresno for the entire investment pool. The balance available for withdrawal is based on the accounting records maintained by the County of Fresno, which are recorded on an amortized cost basis.

Custodial Credit Risk

The custodial credit risk for demand deposits is the risk that, in the event of the failure of a depository financial institution, the System will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party.

NOTE 3 CASH AND INVESTMENTS (CONTINUED)

Custodial Credit Risk (Continued)

The custodial credit risk for investments is the risk that, in the event of the failure of the counterparty (e.g., broker-dealer) to a transaction, the System will not be able to recover the value of its investment or collateral securities that are in the possession of another party. The County’s investment policy requires that a third-party bank custody department hold all securities owned by the County. All trades are settled on delivery versus payment basis through the County’s safekeeping agent.

NOTE 4 CAPITAL ASSETS

Capital assets activity for the year ended June 30, 2025 was as follows:

	Balances			Balances	
	July 1, 2024	Additions	Disposals	June 30, 2025	
Computer equipment and software	\$ 177,375	\$ -	\$ -	\$ 177,375	
Office equipment	6,581	-	-	6,581	
Right-of-use SBITA	57,208	-	-	57,208	
	<u>241,164</u>	<u>-</u>	<u>-</u>	<u>241,164</u>	
	Less: accumulated depreciation and amortization				
	<u>(169,173)</u>	<u>(26,372)</u>	<u>-</u>	<u>(195,545)</u>	
Capital assets - net	<u>\$ 71,991</u>	<u>\$ (26,372)</u>	<u>\$ -</u>	<u>\$ 45,619</u>	

Depreciation and amortization expenses for the year ended June 30, 2025 was \$26,372.

NOTE 5 TECHNOLOGY RESERVE ADVANCES

Movements in technology reserve advances for the year ended June 30, 2025 were as follows:

Technology reserve advances, beginning of year	\$ 3,537,740
Advances during the year	1,678,028
Charges during the year	<u>(855,058)</u>
Technology reserve advances, end of year	<u>\$ 4,360,710</u>

NOTE 6 RESTATEMENT

During the fiscal year, the System identified net error corrections totaling \$154,536 related to prior year activities. The review determined that, in the fourth quarter of fiscal year 2024, telephone charges totaling \$223,428 were not recorded until fiscal year 2025, resulting in an understatement of prior year telephone expenses. In addition, refunds and abatements were understated by \$68,892 due to the delayed recognition of 2024 transactions until fiscal year 2025.

NOTE 7 SUBSEQUENT EVENTS

The System has evaluated events or transactions that occurred subsequent to the balance sheet date through **March __, 2026**, the date the accompanying financial statements were available to be issued, for potential recognition or disclosure in the financial statements and determined that no subsequent events required disclosure or adjustment to the accompanying financial statements.


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**Independent Auditor's Report on Internal Control Over Financial Reporting
and on Compliance and Other Matters Based on an Audit of Financial Statements
Performed in Accordance with *Government Auditing Standards***

**The Administrative Council
San Joaquin Valley Library System**

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities and the major fund of the San Joaquin Valley Library System (the System), as of and for the year ended June 30, 2025, the budgetary comparison statement for the general fund for the year ended June 30, 2025, and the related notes to the financial statements, which collectively comprise the System's basic financial statements, and have issued our report thereon dated **March __, 2026**.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the System's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the System's internal control. Accordingly, we do not express an opinion on the effectiveness of the System's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit, we did not identify any deficiencies in internal control that we consider to be material weaknesses. We identified a deficiency in internal control, described in the accompanying schedule of findings and responses as Finding No. 2025-001, that we consider to be a significant deficiency.



Final Draft

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the System's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

System's Response to Finding

Government Auditing Standards requires the auditor to perform limited procedures on the System's response to the findings identified in our audit and described in the accompanying schedule of findings and responses. The System's response was not subjected to the other auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on the response.

Purpose of This Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the System's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the System's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Glendale, California

March __, 2026

Finding No. 2025-001: Financial Reporting Discrepancies***Criteria***

Proper reconciliation of financial records and accurate expense recognition are essential to ensuring accuracy, transparency, and compliance with Governmental Accounting Standards Board (GASB) standards. GASB Statement No. 34 further requires that financial statements fairly present an entity's financial position, which relies on timely, well-supported, and consistently applied reconciliation and cutoff processes. Internal controls should help ensure that expenses, liabilities, and prepayments are recorded in the appropriate fiscal period and supported by adequate documentation.

Condition

During our audit of the System's financial statements, we identified the following issues:

1. Due to the deferred recognition of fiscal year 2024 transactions into fiscal year 2025, the Telephone Charges account was overstated by \$223,428, and the Refunds and Abatements account was overstated by \$68,892.
2. In subsequent disbursement testing, one of five samples was incorrectly recorded as a prepayment and liability, even though the cash outlay of \$11,565 occurred after FY25, resulting in premature recognition.

Cause

We have determined the factors contributing to the identified conditions:

1. The System recorded five quarterly telephone and refund transactions for the fiscal year, which resulted in higher-than-intended balances in the related accounts.
2. Certain invoices were recognized as prepaid expenses even though they remained unpaid at year-end, leading to early recognition of liabilities and prepayments.

These issues appear to be the result of minor oversights in the year-end review process, which contributed to delays in identifying cutoff transactions and confirming the appropriate fiscal-year classification of certain activities.

Effect

The identified conditions could result in misleading financial reports, potentially impacting decision-making and financial planning. Audit adjustments were necessary to correct the errors and ensure the financial statements accurately reflect actual balances.

Recommendation

To address the identified discrepancies, the System would benefit from strengthening its review and reconciliation processes for recurring expense accounts to ensure that recorded balances reflect the appropriate number of billing cycles and underlying activity. Enhancing year-end cutoff procedures would also help ensure that invoices are recognized based on the timing of actual payment or obligation, rather than being recorded as prepaid expenses when they remain outstanding.

Views of Responsible Officials and Planned Corrective Actions

We acknowledge and agree with the proposed audit adjustments to the financial statements and have recorded them accordingly.

However, we respectfully do not concur with the classification of this matter as a significant deficiency in internal control. The items identified primarily reflect differences in judgment regarding the appropriate timing of expense recognition and cutoff, rather than a deficiency in the design or operating effectiveness of internal controls.

With respect to the telephone and related transactions, management historically applied a methodology whereby the current fiscal year expense included the prior year fourth quarter and the current year quarters one through three. Upon further evaluation during the audit process, management agreed that it is more appropriate to recognize the fourth quarter expense within the current fiscal year by recording the associated expense and accruing the related accounts payable. This revised approach better aligns with the accrual basis of accounting and more precisely matches expenses to the period in which the underlying services were incurred. We view this as a refinement in accounting treatment rather than an indication of a control breakdown or delayed recognition. After discussion with the auditor, we determined that a prior period adjustment was a more accurate method of presentation of the current year expense vs. the recording of five quarters in the current year.

Regarding the item identified in disbursement testing, we acknowledge that one transaction was recorded as a prepaid expense and liability when it should have been recognized in a subsequent period. Based on our review, this instance was isolated in nature and not indicative of a broader or systemic issue within the year-end close or review process.

While we recognize the importance of robust cutoff procedures and consistent application of accounting policies in accordance with GASB standards, management believes that existing controls are appropriately designed and generally operating effectively. The adjustments identified through the audit process do not, in our view, rise to the level of a significant deficiency, as they do not represent a recurring pattern or material weakness in internal control over financial reporting.

In response to the recommendation, management will enhance documentation of its period-end accrual methodology and reinforce year-end cutoff review procedures for recurring expense accounts to promote consistency and clarity in application going forward.

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DATE: April 3, 2026
TO: SJVLS Administrative Council
SUBMITTED BY: Chris Wymer – Administrative Librarian
SUBJECT: Approve ILS RFP Award

RECOMMENDED ACTION:

1. Approve Automation Committee’s recommendation to award the ILS RFP to Civica’s Spydus ILS.
2. Authorize the Administrative Librarian and System Administrator to draft and execute an agreement with Civica effective upon execution for a 5-year contract with 2 optional one-year extensions through 2034.

Approval of the recommended action will award the ILS RFP to Civica’s Spydus ILS, authorize SJVLS staff to draft and execute a 5-year contract with 2 optional one-year extensions with Civica, with a total contract cost of \$980,177.31.

ALTERNATIVE ACTION(S):

Alternatively, Administrative Council could elect to not award the ILS RFP to Civica, and direct Automation Committee to reconsider and submit revised scoring.

FISCAL IMPACT:

Approval of the recommended action will authorize expenditure over the course of the agreement, including implementation and 2 optional one-year extensions, in the amount of \$980,177.31.

Civica’s implementation costs are \$175,950. The costs for the first 5 years of the agreement were quoted at the amounts listed in the table below, with a 2.9% increase each year.

Year 1	Year 2	Year 3	Year 4	Year 5
\$105,000.00	\$108,150.00	\$111,394.50	\$114,736.34	\$118,178.43

The implementation and operation of the new system will not increase membership dues. SJVLS’s committed Tech Reserve has funding for the implementation of a new ILS. Additionally, the quoted costs from Civica represent savings from our current annual maintenance costs for Horizon.

DISCUSSION:

SJVLS received 4 responses to the ILS RFP. The respondents were: SirsiDynix, Innovative Interfaces, Civica, and Insignia. After an initial review of proposals, Insignia’s response did not advance to presentations, because their quoted costs were prohibitive. The other proposals were reviewed. SJVLS and member library staff had access to demo systems and attended presentations from each vendor.

After demos and presentations, proposals were scored. SJVLS provided score values for the Administration and price components. The members scored the systems in categories based on the different ILS modules and patron-facing applications. Proposed systems were scored

on a 1-10 scale, with a 5 representing the functionality of the proposed category being equivalent to our existing ILS system and the values scaling up and down based on whether the category was an upgrade or downgrade. Different categories were weighed by different amounts, based on the importance of the category, with Circulation and Patron-facing Applications weighing the highest.

Once scores were submitted, SJVLS averaged each member’s score per vendor and system and total scores were calculated. After all the scores were averaged and weighted scores were totaled, Civica’s Spydus ILS was the winning system. The average scores per vendor and categories are attached to this agenda item.

Automation Committee met and discussed the proposed systems and scoring and formalized a recommendation to award the ILS RFP to Civica. The scoring of responses is provided on the following page.

PRIOR AGENDA REFERENCE:

Automation Committee Agenda – November 19, 2025. Item #3.
 Automation Committee Agenda – January 21, 2026. Item #1.
 Administrative Council Agenda – February 6, 2026. Item #7.

ATTACHMENTS INCLUDED AND/OR ON FILE:

Attachment 1 – ILS RFP Scoring Totals.
 On File – ILS RFP.
 On File – ILS RFP Responses.

Motion:

Second:

_____ PASSED

_____ REJECTED

RFP 26-003: Integrated Library System			
Instructions: for each vendor provide a score for each scoring category using a 1-10 scale, with 10 being the best, in the Score cell at the bottom of the category (highlighted in yellow). For guidelines on the scoring scale, please review the tab named "Instructions" in this spreadsheet. SJVLS will provide scores for the Price and SJVLS Admin categories.			
	SirsiDynix SymphonyWeb	Innovative Interfaces Polaris	Civica Spydus
CIRCULATION (20%)			
Average Score	5.2	6.65	7.35
Weighted Score (maximum: 40)	20.8	26.6	29.4
CATALOGING (15%)			
Average Score	5.50	7.10	7.40
Weighted Score (maximum: 30)	16.5	21.3	22.2
ACQUISITIONS (15%)			
Average Score	5.70	6.80	6.70
Weighted Score (maximum: 30)	17.1	20.4	20.1
SERIALS (5%)			
Average Score	5.40	7.00	6.30
Weighted Score (maximum: 10)	5.4	7	6.3
PUBLIC-FACING APPLICATIONS (20%)			
Average Score	5.60	7.30	7.80
Weighted Score (maximum: 40)	22.4	29.2	31.2
REPORTING (10%)			
Average Score	5.50	7.10	7.60
Weighted Score (maximum: 20)	11	14.2	15.2
SJVLS ADMIN (5%)			
Score	6	7	7.5
Weighted Score (maximum: 10)	6	7	7.5
PRICE (10%)			
Proposal Cost	\$905,662.00	\$860,098.80	\$733,409.27
Score	8.10	8.53	10.00
Weighted Score (maximum: 20)	16.20	17.05	20.00
GRAND TOTALS			
Score Total	47.00	57.48	60.65
Weighted Score Total	115.40	142.75	151.90

DATE: April 3, 2026

TO: SJVLS Administrative Council

SUBMITTED BY: Chris Wymer – Administrative Librarian

SUBJECT: Approve OverDrive Magazines Subscription

RECOMMENDED ACTION:

1. Approve a systemwide subscription to OverDrive Magazines for FY 2026-27.
2. Approve expenditures from the Technology Plan to pay for the subscription in the amount of \$68,625.

Approval of the recommended action will approve a systemwide subscription to OverDrive Magazines and increase expenditures from the Technology Plan budget in the amount of \$68,625.

ALTERNATIVE ACTION(S):

Alternatively, Administrative Council could elect not to move forward with a systemwide OverDrive Magazines subscription.

FISCAL IMPACT:

Approval of the recommended action will increase expenditures from the Technology Plan budget in the amount of \$68,625 in FY 2026-27.

DISCUSSION:

One of the priorities identified by patrons in the Technology Plan's e-resources survey, and recommended by the Electronic Resources Committee, is an Online Magazines subscription for all SJVLS members. SJVLS staff presented ERC's recommendation to subscribe to Flipster at the August 1, 2026, Administrative Council meeting. After considering the recommendation, Administrative Council's guidance was to engage with OverDrive and request information about a potential systemwide subscription to their magazine product, because several members already subscribed and were happy with it.

SJVLS met with OverDrive staff and discussed options for a systemwide subscription. OverDrive proposed an option where each member library would subscribe individually to OverDrive Magazines and SJVLS would be listed as the billing contact. OverDrive would extend discounts to all members, including those who had existing subscriptions. That option was presented to Administrative Council at the October 10, 2026, meeting, and Council members indicated they were interested in pursuing this option.

OverDrive has provided a quote for the systemwide subscription. The individual member costs are listed on the following page. The total cost for a systemwide subscription is \$68,625 for FY 26-27, which includes a \$4,875 discount from their standard pricing.

SJVLS is recommending Administrative Council approve the subscription and connectors, using Technology Plan funding to pay the costs for the next year. Several members already offer the resource, and it's well-received and used in their communities. Additionally, it was one of the most requested resources by patrons in the e-resource survey.

PRIOR AGENDA REFERENCE:

Administrative Council Agenda, August 1, 2025. Item #3.
Administrative Council Agenda, October 10, 2025. Item #5.

ATTACHMENTS INCLUDED AND/OR ON FILE:

On file – OverDrive Magazines quotes for each member.

Motion:

Second:

_____ PASSED

_____ REJECTED

OVERDRIVE MAGAZINES SUBSCRIPTION QUOTE

Member	Quote	Discount	Total
Coalinga	\$2,000.00	\$200.00	\$1,800.00
Fresno	\$25,000.00	\$1,250.00	\$23,750.00
Kern	\$17,500.00	\$875.00	\$16,625.00
Kings	\$2,000.00	\$100.00	\$1,900.00
Madera	\$5,000.00	\$500.00	\$4,500.00
Mariposa	\$2,000.00	\$200.00	\$1,800.00
Merced	\$5,000.00	\$250.00	\$4,750.00
Porterville	\$5,000.00	\$500.00	\$4,500.00
Tulare Co.	\$5,000.00	\$500.00	\$4,500.00
TPL	\$5,000.00	\$500.00	\$4,500.00
Total	\$73,500.00	\$4,875.00	\$68,625.00

DATE: April 3, 2026

TO: SJVLS Administrative Council

SUBMITTED BY: Chris Wymer – Administrative Librarian

SUBJECT: Draft Delivery Services Policy

DISCUSSION:

Administrative Council was informed at the December 2025 meeting that Fresno County ITSD had conducted an internal audit of their delivery services and discovered they were under billing the Fresno County Library for delivering materials to Coalinga-Huron through County Mail Stop. Fresno County ITSD provided new rates for delivering those materials, and Administrative Council elected to stop using Fresno County Mail Stop and incorporate Coalinga-Huron into standard system delivery.

When the change was discussed, Coalinga-Huron's director inquired if the Huron branch could also receive deliveries in addition to Coalinga's headquarters branch. The request was reasonable, but it also revealed SJVLS lacked a comprehensive delivery services policy. As a result, SJVLS began drafting a Delivery Services Policy to formalize standard and premium delivery services and the conditions for approving premium delivery stops.

The first draft of the Delivery Services Policy is attached for review and discussion.

PRIOR AGENDA REFERENCE:

Administrative Council Agenda, December 5, 2025. Item #1.

ATTACHMENTS INCLUDED AND/OR ON FILE:

Attachment 1 – Draft Delivery Services Policy.



**San Joaquin Valley Library System
Administrative Headquarters
2420 Mariposa St. Fresno, CA 93721**

Delivery Services Policy	Policy No.	
	Effective Date	
Admin Librarian Approval:	Next Review	

BACKGROUND

One of the fundamental services SJVLS provides its members is resource sharing, including the ability for patrons to request materials from outside their jurisdiction, have them delivered to their library to check out, and sent back to the owning library when they are returned. To facilitate the exchange of materials, SJVLS contracts with a vendor to provide delivery services to member jurisdictions. Using a single vendor to deliver items ensures that all members receive the same baseline level of service, including number of deliveries, and other considerations.

This policy will define SJVLS's standard delivery services, along with situations where an SJVLS member can request additional premium delivery stops within their jurisdiction.

STANDARD DELIVERY SERVICES

Standard delivery services are a part of SJVLS membership and are provided to all member jurisdictions. Deliveries are made 3 days a week on Monday, Wednesday, and Friday, to each member's headquarters location, subject to driver and delivery van availability. Materials delivered to headquarters include items requested by patrons, as well as items lent or returned outside the jurisdiction being sent back to their home branch. Additionally, the crates of delivered materials include all branches in a member's jurisdiction, not just those being sent to the headquarters branch.

Once materials are delivered, it is the member's responsibility to sort them and distribute them to their destinations within the jurisdiction. The way members distribute materials to their branches is their decision. Delivery within the jurisdiction should be done in a way that ensures materials are delivered or picked up in a reasonable timeframe.

PREMIUM DELIVERY SERVICES

Premium delivery services are additional delivery stops at a location, or locations, other than the member's headquarters branch, and are only available if the delivery route can accommodate the additional stop. The costs associated with the premium stop will be billed to the member requesting it.

The availability of premium delivery services is at the discretion of the Administrative Librarian and Delivery Services Supervisor, who must consider operational needs and logistics when determining if a request can be granted. Currently, delivery routes need to be able to be completed within a standard 8-hour workday. Given SJVLS's large geographic footprint, there are some locations where SJVLS cannot offer premium delivery, because the stop would extend the time to complete the route beyond 8 hours. The criteria listed below must be met for a premium stop to be added to a delivery route.

- The branch must be near the existing delivery route.
- The additional driving time and 15-minute stop to unload and load crates must not extend the delivery route drive time beyond 8 hours.
- Delivery staff must be able to access the branch when they arrive. This can be met either by having staff on-site to let in delivery staff, or by providing delivery staff with codes and keys necessary to enter the building.

Premium delivery services are intended as a short-term solution to give a member enough time to locate and set up a long-term solution. Premium stops will only be offered for a maximum of two consecutive fiscal years, after which the member will have to resume responsibility for delivery to the branch.