Administrative Council
Agenda Packet

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

August 7, 2026 | Dinuba Library | 10:00 A.M.

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

Dinuba Library
150 S I St
Dinuba, CA 93618
10:00 a.m.
August 7, 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 August 6, 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 May 29, 2026 (Attachment 1)
2. APPROVAL: Financial Updates (Attachment 2)
3. APPROVAL: Delivery Services Policy (Attachment 3)

C. ITEMS FOR DISCUSSION AND ACTION

1. ACTION: Amended CLSA Plan of Service – Wymer (Attachment 4)
2. ACTION: Approve Tulare County IT Providing Desktop Support – Wymer (Attachment 5)
3. ACTION: CSL Tutor.com Subscription – Wymer (Attachment 6)
4. ACTION: Approve Budget Modifications – Wymer (Attachment 7)
5. DISCUSSION: Fresno Privatization and SJVLS JPA – Wymer (Attachment 8)
6. ACTION: Engagement Letter with Redwood Public Law – Wymer (Attachment 9)
7. DISCUSSION: Spydus Migration & Paperless Notices – Wymer (Attachment 10)

D. STAFF REPORTS

1. Chair
2. State Library – Written Report Attached (Attachment 11)
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, October 8, 2026, at the Madera Main Library.

G. ADJOURNMENT

SAN JOAQUIN VALLEY LIBRARY SYSTEM

Administrative Council Meeting
May 29, 2026

DRAFT MINUTES

A. COUNCIL OPENING

1. Heidi Clark (Tulare City), called the meeting to order at 10:05 am.
2. Roll Call
   i. Council present: Jeannette Davies (Coalinga-Huron), Sally Gomez (Fresno County), Andie Sullivan (Kern County), Tanya Russell (Kings County), Matt Johnson (Mariposa County), Rebecca Jauregi (Porterville), Heidi Clark (Tulare City), Darla Wegener (Tulare County).
   ii. Staff present: Chris Wymer (SJVLS), Kevin Nelson (SJVLS), Rachel Nelson (SJVLS)
   iii. Council absent: Krista Riggs (Madera County), Amy Taylor (Merced County).
   iv. Guests: Brian Henderson (Henderson CPA), Lisa Lindsay (California State Library), Terrance Eckman (Fresno County), Shaylyn Pineda (Kern County), Ashley Nurfer (Kings County).
3. Introductions
   i. Staff introductions were conducted.
4. Agenda Adoption
   i. Motion to Adopt Agenda – Gomez (Fresno County)
   ii. Sullivan (Kern County) seconded.
   iii. Motion passed.
5. Public Comment
   i. None.

B. CONSENT AGENDA

1. Motion to approve draft minutes of February 6, 2026, and the Financial Update report.
   i. Motion made by Wegener (Tulare County).
   ii. Davies (Coalinga-Huron) seconded.
   iii. Motion passed.

C. ITEMS FOR INFORMATION AND ACTION

1. Approve 2026-27 Meeting Schedule
   i. Wymer presented the proposed Administrative Council meeting schedule for the upcoming fiscal year. Meeting dates are still on the first Friday of every other month. He kept the meeting schedule like previous years, with 3 in-person meetings and 3 virtual meetings.

ii. Wegener proposed scheduling the May 28, 2027, meeting as an in-person meeting at one of the newly renovated branches. That way members could showcase their new spaces, and other members have an opportunity to see the results and get ideas. Wymer liked the idea and will work on scheduling the meeting in-person as it gets closer.
    1. Wegener (Tulare County) motioned to accept proposed schedule with the possible change to the May 28 meeting location.
    2. Gomez (Fresno County) seconded.
    3. The motion passed.

2. 2026-27 Administrative Council Chair Rotation
    i. Using the previously approved Administrative Council Chair Rotation schedule, Wymer presented a recommendation to approve Mariposa's County Librarian, Matt Johnson, as the 2026-27 Administrative Council Chair, with Kings County serving as Vice Chair.
    ii. Wegener mentioned that in year's past, SJVLS avoided having new Administrative Council members serve in Chair or Vice Chair positions, so that they have time to familiarize themselves with the cooperative before assuming responsibilities. With Kings County's current County Librarian retiring soon, the Vice Chair role for 2026-27 should be changed to a member other than Kings County.
    iii. Administrative Council discussed options to modify the chair rotation and proposed changing Porterville to Vice Chair for 2026-27 and Chair in 2027-28 and Kings County serve as Vice Chair in 2027-28 and Chair in 2028-29, with the rest of the schedule remaining the same.
        1. Wegener motioned to adopt the modified Chair Rotation Schedule with Mariposa County acting as Chair and Porterville Vice Chair for 2026-27, and Porterville acting as Chair and Kings County acting as Vice Chair for 2027-28.
        2. Sullivan (Kern County) seconded.
        3. The motion passed.
3. Approve 2026-27 CLSA Plan of Service
    i. Wymer presented the 2026-27 CLSA Plan of Service for approval. Like previous years, SJVLS is proposing to use the full CLSA allocation of $124,560 to support a portion of the costs to operate intra-system delivery. Using state funding this way has the highest impact for residents of our service area, with the benefits being equal to both large and small libraries.
        1. Wegener (Tulare County) motioned to approve the 2026-27 Plan of Service.
        2. Johnson (Mariposa County) seconded.
        3. The motion passed.
4. Approve Ed Technology Funds Contract Extension

   i. Wymer presented a request to approve a one-year contract extension with our E-Rate Consultants, Ed Technology Funds. SJVLS began working with Ed Technology Funds in 2019 to file the necessary paperwork for E-Rate discounts, assist with planning network upgrade projects, reconcile billing, and other tasks related to E-Rate. The initial 3-year agreement ended in 2023. At that time, Administrative Council approved a 3-year extension, ending in October 2026. Over the course of the agreement, Ed Technology Funds have been great partners, assisting SJVLS with responding to audits, filing for discounts, and working with service providers. Wymer recommends approving the extension.
      1. Gomez (Fresno County) motioned to approve the one-year contract extension.
      2. Wegener (Tulare County) seconded.
      3. The motion passed.

5. Approve Vasquez and Company Contract Extension
   i. Wymer presented a request to approve a two-year contract extension with SJVLS's auditing firm, Vasquez and Company. The original agreement covered auditing services for the first three years of the agreement. The contract includes 2 optional one-year extensions but requires SJVLS to provide notice of the intent to extend the agreement. SJVLS has been satisfied with Vasquez's work and recommends extending the agreement.
      1. Wegener (Tulare County) motioned to approve the contract extension.
      2. Sullivan (Kern County) seconded.
      3. The motion passed.
6. Approve Delivery Services Policy
   i. Wymer presented the updated draft Delivery Services Policy. He updated the document to incorporate the discussion and suggestions from the previous meeting. The new version adds a section addressing approving and denying requests and updates the duration of delivery services from 2 fiscal years to 24 months.
   ii. Davies suggested adding clarification about whether premium stops can be extended in the event a member wants them to continue and there are no other pending requests for premium stops.
      1. Davies (Coalinga-Huron) motioned to table approving the policy and return with an updated policy at the next meeting.
      2. Gomez (Fresno County) seconded.
      3. The motion passed.
7. Approve 2026-27 Budget
   i. Henderson presented the 2026-27 budget for approval. He reviewed the changes made from the draft budget in February.
      1. Johnson (Mariposa County) motioned to accept the FY 2026-27 budget.
      2. Sullivan (Kern County) seconded.

3. The motion passed.

D. STAFF REPORTS

1. Chair
    i. Clark shared that she signed the order form and agreement for the Spydus migration.
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 Civica contract and Spydus migration. He worked with Civica to finalize the Order Form and Terms and Conditions of the new contract.
    ii. Wymer also gave an update that the second attempt to migrate Horizon's infrastructure to the new virtualization cluster was successful.
4. SJVLS – System Administrator
    i. R. Nelson reported that the library cards order is moving forward. Currently only Fresno's proofs are left to approve.
    ii. R. Nelson also provided an update for directors on the upcoming migration of the catalog by SirsiDynix.
5. Senior Network Systems Engineer
    i. K. Nelson reported the grant-funded headquarter routers arrived this week. SJVLS staff will work on configuring them and scheduling installations.
    ii. K. Nelson also informed Administrative Council that the issues with PC pricing have gotten worse. The prices for the next PC Order will be very high.
    iii. K. Nelson's final report was that the current Category 2 projects are still moving forward.

E. DIRECTOR'S COMMENTS

1. Johnson (Mariposa County)
    i. Johnson shared that Mariposa is wrapping up their participation in the "One Book, One Coast" program. They are going to have a community member with direct ties to the internment camps to give a talk about the history as a library program.
    ii. They are also hosting another author talk with a local author that's written books on the wildlife of Yosemite.
    iii. Working with the National Parks Service on a program related to Chinese history in Yosemite National Park.
    iv. They are partnering with the local youth soccer league to offer World Cup programming at their branches.
    v. They are wrapping up their rural health connections program.
2. Gomez (Fresno County)
    i. Central Library staff are settling into their new temporary headquarters at L St while Central is being renovated.

ii. Fresno partnered with the local zoo for Summer Reading Program activities.

3. Jauregi (Porterville)
    i. Also preparing for Summer Reading Program.
    ii. The new library building was approved by the City Council. They are moving forward with construction planning.
4. Russell (Kings County)
    i. The Hanford and Lemoore renovations are progressing. New furniture purchases were approved.
5. Wegener (Tulare County)
    i. Springville's construction is still on-going. The building now has power, but there's still some small set up left to do.
    ii. Preparing for the Summer Reading Program.
    iii. Their Library Foundation hosted a Books and Brews event that was very well received and successful.
    iv. Their new book locker is ready at their Literacy Center.
6. Sullivan (Kern County)
    i. Kern County completed their renovation projects.
    ii. They're preparing their budget for next year and expect the next few years will be difficult.
    iii. Also gearing up for their Summer Reading Program.
    iv. The Bakersfield Sound event was a big success, over 200 people attended.
    v. They are expanding seed library locations to all their branches.
7. Clark (Tulare City)
    i. Also gearing up for Summer Reading Program.
    ii. Tulare City also participated in the One Book, One Coast program.
    iii. They filled their vacant Youth Services Librarian position.

F. CALENDAR ITEMS

1. Date and location for next Administrative Council Meeting
    i. August 7, 2026, at the Springville Library.

G. ADJOURNMENT

1. The meeting was adjourned at 12:15 p.m.

DATE:	August 7, 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 May 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 May 31, 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: $3,671,929
3. Expenses Incurred: $3,513,276
4. System Committed Reserves
   i. SJVLS Assigned - $1,181,851
   ii. Members Committed Tech Reserves $794,669

B. OUTSTANDING RECEIVABLE TOTAL: $205,825 (as of 5/31/2026)

1. Member Fees, Postage, Smart Net and other selection: $115,295 ($100,000- FY25/26 Telco Billing – Tulare County (received in June 2026)), ($15,000- Tulare City Tech Reserve + $295 FY25/26 Telco Billing)
2. E-Rate receivable FY23/24- $90,530 (Revenue portion to SJVLS) $415,723 (Tech Reserve Portion) (Received in June 2026)
3. Fortinet: None
4. Electronic Resources -Cloud Library: None
5. Telecommunications Invoices: None

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

1. Council approved CLSA service plan in June 2025 in the amount of $245,310. Council approved amended budget of $276,086 in Dec. 2025.
2. Expenses and Estimates:
   i. Delivery Services budgeted - $276,086
   ii. Oher Operations for e-resources - Budgeted $0.
   iii. Total Expenses through the month of May 2026- $251,676 ($204,576 paid, $47,100 pending invoices from Fresno County)
3. Funding Rollover: $0

D. ONLINE MATERIALS STATUS UPDATE

1. Online Materials expenses total $294,912, with prepaid expenses of $11,938, resulting in excess expenditures of $18,770 from the budgeted amount of $288,080. The plan of service was approved by the Board on June 6, 2025. Excess amount to be covered by Tech Plan reserves as per the 2025/26 Budget.

E. TRANSFER OF OWNERSHIP

1. Statements have been sent through:
   i. December 2025 (Including Fall PC Order) (No Spring 2026 PC order)
2. Costs were deducted from the Members' Tech Reserve.

F. PRE-PAID TECH RESERVE

1. Total balance - $ 3,903,563 (through May 2026)
   - Emailed to Admin Council
2. Under committed System projects
   - Total Reserves Available $2,309,547

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 May 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 May 2026 - $490,372

SJVLS
Budget to Actual- System Wide

	TOTAL		
	Original Budget	Current Budget	Actual Jul 25 - May 26
Revenues			
3380 · Interest	$ 240,000	$ 240,000	$ 127,062
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	676,101
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	-	-	150,056
Total Revenues	4,496,101	4,527,275	3,671,929
Expenditures			
7005 · Sealer Paper	-	-	7,056
7040 · Telephone Charges	838,400	838,400	576,568
7055 · Food	1,000	1,000	-
7101 · General Liability Insurance	5,000	5,000	1,059
7175 · Property Insurance	4,800	4,800	9,966
7205 · Maintenance-Equipment	420,500	420,500	313,710
7250 · Memberships	3,550	3,550	3,390
7265 · Office Expense	87,826	87,826	53,082
7268 · Postage	41,000	41,000	23,514
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	1,447,456
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	496,051
7406 · Library Materials	125,400	125,400	197,064
7412 · Mileage	500	500	-
7415 · Trans, Travel & Education	20,000	20,000	2,552
7416 · Trans & Travel County Gara	260,310	291,086	211,505
7430 · Utilities	40,000	40,000	36,667
7565 · County Cost Plan	12,000	12,000	20,259
8300 · Equipment - Capital Outlay	-	-	109,415
Total Expenditures	5,122,006	5,152,782	3,513,276
Net Change in Fund Balance	**$ (625,905)**	**$ (625,507)**	**$ 158,652**

SJVLS Budget to Actual
130- Computer Operations

	TOTAL		
	Original Budget	Current Budget	Actual Jul 25 - May 26
Revenues			
3380 · Interest	$ 240,000	$ 240,000	$ 127,062
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	1,165,804
Expenditures			
7005 · Sealer Paper	-	-	-
7040 · Telephone Charges	-	-	2,547
7055 · Food	-	-	-
7101 · General Liability Insurance	-	-	-
7175 · Property Insurance	-	-	-
7205 · Maintenance-Equipment	310,000	310,000	288,378
7250 · Memberships	150	150	150
7265 · Office Expense	-	-	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	675,136
7296 · Data Processing Services	4,800	4,800	1,996
7325 · Publications & Legal Notic	-	-	-
7385 · Small Tools & Instruments	10,000	10,000	6,600
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	36,667
7565 · County Cost Plan	-	-	-
8300 · Equipment - Capital Outlay	-	-	-
Total 130- Computer Operations Expenditures	1,505,605	1,505,605	1,022,655
Net Change in Fund Balance	**$ (227,741)**	**$ (227,741)**	**$ 143,149**

SJVLS Budget to Actual
1301- TRD ERC and Equipment Orders

	TOTAL		
	Original Budget	Current Budget	Actual Jul 25 - May 26
Revenues			
3380 · Interest	$ -	$ -	$ -
3575 · State Grants	-	31,174	-
4375 · Federal Grants	-	-	-
4841 · Membership Dues	-	-	-
5039 · Tech Reserve Charges	650,000	650,000	340,884
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	340,884
Expenditures			
7005 · Sealer Paper	-	-	-
7040 · Telephone Charges	-	-	-
7055 · Food	-	-	-
7101 · General Liability Insurance	-	-	-
7175 · Property Insurance	-	-	-
7205 · Maintenance-Equipment	-	-	-
7250 · Memberships	-	-	-
7265 · Office Expense	-	-	-
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	327,402
7406 · Library Materials	-	-	-
7412 · Mileage	-	-	-
7415 · Trans, Travel & Education	-	-	-
7416 · Trans & Travel County Gara	-	-	-
7430 · Utilities	-	-	-
7565 · County Cost Plan	-	-	-
8300 · Equipment - Capital Outlay	-	-	-
Total 1301- TRD ERC & Equip Expenditures	650,000	650,000	327,402
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 - May 26
Revenues			
3380 · Interest	$ -	$ -	$ -
3575 · State Grants	-	-	-
4375 · Federal Grants	-	-	-
4841 · Membership Dues	-	-	-
5039 · Tech Reserve Charges	61,000	61,000	32,324
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	32,324
Expenditures			
7005 · Sealer Paper	-	-	7,056
7040 · Telephone Charges	-	-	-
7055 · Food	-	-	-
7101 · General Liability Insurance	-	-	-
7175 · Property Insurance	-	-	-
7205 · Maintenance-Equipment	-	-	-
7250 · Memberships	-	-	-
7265 · Office Expense	20,000	20,000	1,753
7268 · Postage	41,000	41,000	23,514
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	-	-	-
8300 · Equipment - Capital Outlay	-	-	-
Total 1301.1- Notices & Lib Cards Expenditures	61,000	61,000	32,324
Net Change in Fund Balance	**$ -**	**$ -**	**$ -**

SJVLS Budget to Actual
1301.2- Tech Plan

	TOTAL		
	Original Budget	Current Budget	Actual Jul 25 - May 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 Insurance	-	-	-
7175 · Property Insurance	-	-	-
7205 · Maintenance-Equipment	-	-	-
7250 · Memberships	-	-	-
7265 · Office Expense	-	-	-
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	107,219
7406 · Library Materials	75,000	75,000	158,447
7412 · Mileage	-	-	-
7415 · Trans, Travel & Education	-	-	-
7416 · Trans & Travel County Gara	-	-	-
7430 · Utilities	-	-	-
7565 · County Cost Plan	-	-	-
8300 · Equipment - Capital Outlay	-	-	-
Total 1301.1- Notices & Lib Cards Expenditures	264,500	264,500	265,666
Net Change in Fund Balance	**$ (264,500)**	**$ (264,500)**	**$ (265,666)**

SJVLS Budget to Actual
150- UMS Debt Collection

	TOTAL		
	Original Budget	Current Budget	Actual Jul 25 - May 26
Revenues			
3380 · Interest	$ -	$ -	$ -
3575 · State Grants	-	-	-
4375 · Federal Grants	-	-	-
4841 · Membership Dues	-	-	-
5039 · Tech Reserve Charges	16,000	16,000	9,387
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	9,387
Expenditures			
7005 · Sealer Paper	-	-	-
7040 · Telephone Charges	-	-	-
7055 · Food	-	-	-
7101 · General Liability Insurance	-	-	-
7175 · Property Insurance	-	-	-
7205 · Maintenance-Equipment	-	-	-
7250 · Memberships	-	-	-
7265 · Office Expense	-	-	-
7268 · Postage	-	-	-
7286 · PeopleSoft Human Resources	-	-	-
7287 · PeopleSoft Financials Chg	-	-	-
7295 · Professional & Specialized	16,000	16,000	9,387
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	-	-	-
8300 · Equipment - Capital Outlay	-	-	-
Total 150- UMS Debt Collection Expenditures	16,000	16,000	9,387
Net Change in Fund Balance	**$ -**	**$ -**	**$ -**

SJVLS Budget to Actual
200- CSLA Funded Delivery

	TOTAL		
	Original Budget	Current Budget	Actual Jul 25 - May 26
Revenues			
3380 · Interest	$ -	$ -	$ -
3575 · State Grants	124,275	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	124,275
Expenditures			
7005 · Sealer Paper	-	-	-
7040 · Telephone Charges	-	-	-
7055 · Food	-	-	-
7101 · General Liability Insurance	-	-	-
7175 · Property Insurance	-	-	-
7205 · Maintenance-Equipment	-	-	-
7250 · Memberships	-	-	-
7265 · Office Expense	-	-	-
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	276,086	204,576
7430 · Utilities	-	-	-
7565 · County Cost Plan	-	-	-
8300 · Equipment - Capital Outlay	-	-	-
Total 200- CSLA Funded Delivery Expenditures	245,310	276,086	204,576
Net Change in Fund Balance	**$ (121,035)**	**$ (151,811)**	**$ (80,301)**

SJVLS Budget to Actual
300- Communications

	TOTAL		
	Original Budget	Current Budget	Actual Jul 25 - May 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	23,544
7055 · Food	-	-	-
7101 · General Liability Insurance	-	-	-
7175 · Property Insurance	-	-	-
7205 · Maintenance-Equipment	10,000	10,000	-
7250 · Memberships	-	-	-
7265 · Office Expense	-	-	-
7268 · Postage	-	-	-
7286 · PeopleSoft Human Resources	-	-	-
7287 · PeopleSoft Financials Chg	-	-	-
7295 · Professional & Specialized	82,500	82,500	56,103
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	-	-	-
8300 · Equipment - Capital Outlay	-	-	-
Total 300- Communications Expenditures	133,900	133,900	79,646
Net Change in Fund Balance	**$ 151,431**	**$ 151,431**	**$ 205,685**

SJVLS Budget to Actual
3301- AR Telco and Fiber Projects

	TOTAL		
	Original Budget	Current Budget	Actual Jul 25 - May 26
Revenues			
3380 · Interest	$ -	$ -	$ -
3575 · State Grants	-	-	-
4375 · Federal Grants	-	-	-
4841 · Membership Dues	-	-	-
5039 · Tech Reserve Charges	344,826	344,826	292,629
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	-	-	150,056
Total 3301- AR Telco Fiber Proj Revenues	1,344,826	1,344,826	981,079
Expenditures			
7005 · Sealer Paper	-	-	-
7040 · Telephone Charges	800,000	800,000	550,478
7055 · Food	-	-	-
7101 · General Liability Insurance	-	-	-
7175 · Property Insurance	-	-	-
7205 · Maintenance-Equipment	52,000	52,000	24,972
7250 · Memberships	-	-	-
7265 · Office Expense	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	48,681
7406 · Library Materials	-	-	-
7412 · Mileage	-	-	-
7415 · Trans, Travel & Education	-	-	-
7416 · Trans & Travel County Gara	-	-	-
7430 · Utilities	-	-	-
7565 · County Cost Plan	-	-	-
8300 · Equipment - Capital Outlay	-	-	109,415
Total 3301- AR Telco Fiber Proj Expenditures	1,144,826	1,144,826	784,841
Net Change in Fund Balance	**$ 200,000**	**$ 200,000**	**$ 196,238**

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

	TOTAL		
	Original Budget	Current Budget	Actual Jul 25 - May 26
Revenues			
3380 · Interest	$ -	$ -	$ -
3575 · State Grants	-	-	-
4375 · Federal Grants	-	-	-
4841 · Membership Dues	48,000	48,000	-
5039 · Tech Reserve Charges	-	-	-
5040 · Other Cty Dpts Services	-	-	44,040
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 Insurance	-	-	-
7175 · Property Insurance	-	-	-
7205 · Maintenance-Equipment	48,000	48,000	-
7250 · Memberships	-	-	-
7265 · Office Expense	-	-	-
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	-	-	-
8300 · Equipment - Capital Outlay	-	-	-
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 - May 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 Insurance	5,000	5,000	1,059
7175 · Property Insurance	4,800	4,800	9,966
7205 · Maintenance-Equipment	500	500	360
7250 · Memberships	-	-	-
7265 · Office Expense	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	337,323
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
8300 · Equipment - Capital Outlay	-	-	-
Total 400- Coordination & Eval Expenditures	640,585	640,585	369,266
Net Change in Fund Balance	**$ (180,189)**	**$ (180,189)**	**$ 91,130**

SJVLS Budget to Actual
600- Cataloging Center

	TOTAL		
	Original Budget	Current Budget	Actual Jul 25 - May 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 Insurance	-	-	-
7175 · Property Insurance	-	-	-
7205 · Maintenance-Equipment	-	-	-
7250 · Memberships	-	-	-
7265 · Office Expense	-	-	-
7268 · Postage	-	-	-
7286 · PeopleSoft Human Resources	-	-	-
7287 · PeopleSoft Financials Chg	-	-	-
7295 · Professional & Specialized	124,200	124,200	116,453
7296 · Data Processing Services	-	-	-
7325 · Publications & Legal Notic	-	-	-
7385 · Small Tools & Instruments	-	-	6,149
7406 · Library Materials	-	-	-
7412 · Mileage	-	-	-
7415 · Trans, Travel & Education	-	-	-
7416 · Trans & Travel County Gara	-	-	-
7430 · Utilities	-	-	-
7565 · County Cost Plan	-	-	-
8300 · Equipment - Capital Outlay	-	-	-
Total 600- Cataloging Center Expenditures	124,200	124,200	122,602
Net Change in Fund Balance	**$ (35,901)**	**$ (35,901)**	**$ (34,303)**

SJVLS Budget to Actual
800- Online Materials

	TOTAL		
	Original Budget	Current Budget	Actual Jul 25 - May 26
Revenues			
3380 · Interest	$ -	$ -	$ -
3575 · State Grants	-	-	-
4375 · Federal Grants	-	-	-
4841 · Membership Dues	140,110	140,110	140,110
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	140,110
Expenditures			
7005 · Sealer Paper	-	-	-
7040 · Telephone Charges	-	-	-
7055 · Food	-	-	-
7101 · General Liability Insurance	-	-	-
7175 · Property Insurance	-	-	-
7205 · Maintenance-Equipment	-	-	-
7250 · Memberships	3,400	3,400	3,240
7265 · Office Expense	-	-	-
7268 · Postage	-	-	-
7286 · PeopleSoft Human Resources	-	-	-
7287 · PeopleSoft Financials Chg	-	-	-
7295 · Professional & Specialized	234,280	234,280	253,055
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	-	-	-
8300 · Equipment - Capital Outlay	-	-	-
Total 800- Online Materials Expenditures	288,080	288,080	294,912
Net Change in Fund Balance	**$ (147,970)**	**$ (147,970)**	**$ (154,802)**

Admin Council Board Report
CLSA Status Report - FY 25-26
Report Date 5/31/2026

Operations Type	Adopted Budget	CLSA Approved Rate	Total Expenses	Pending Expenses (June)	Estimate Charges	Total Projected Expenses	Excess '-" (fund by SJVLS reserves) Unspent "+"	Comments
Delivery - Basic & Sorting	276,086	124,400	204,576	47,100		251,676	(127,276)	
E-Resources Bibliotheca Cloud Library	-	-	-	-	-	-	-	
	276,086	**124,400**	**204,576**	**47,100**	**-**	**251,676**	**(127,276)**	
FY 24-2025 Rollover	-	-	-	-		-	-	
Grand Total	**276,086**	**124,400**	**204,576**	**47,100**	**-**	**251,676**	**(127,276)**	

Budget amendment approved:

Basic CLSA Service Plan Expenditure

CLSA Allocation	$	-
Basic Delivery	$	276,086
E-Resources	$	-
Online Materials rollover	$	-

Total System Delivery Costs

Basic Delivery Costs:	$	251,676	
Extra Delivery Stops:	$	-	
	$	**251,676**	Total System Delivery Expenditure
Online Materials rollover	$	-	

Total fundings Sources Delivery System

CLSA Funds	$	124,400	Basic
Local Fund Reserve	$	151,686	Basic
Madera	$	-	Premium
	$	**276,086**	Total System Delivery Funding

CLSA Amended Service Plan : Reviewed annually in January for amendment

Online Materials
Financial Update - FY 25-26
Report Date 5/31/2026

Vendor	Budget Amount	Total Expenses	Prepaid Portion Subscription	Unspent	Comments
Funding Source: Membership (cost center 0800)					
Ebooks Bibliotheca (E Resources)	55,400	54,983	438	(21)	
Pronunciator	30,000	25,667	2,333	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	-	488	
Brainfuse, LLC (HelpNow, VetNow), Tutor.com	120,000	130,283	9,167	(19,450)	
ERC Committee -	-	-	-	-	
	288,080	294,912	11,938	(18,770)	
Funding Source: CLSA Other (cost center 0201)					
Bibliotheca Cloud Library (E Resources)	-	-	-	-	
Additional Online Materials Resources	-	-		-	
	-	-	-	-	
Grand Total	**288,080**	**294,912**	**11,938**	**(18,770)**	

	Budget Amount	**Total Expenses**	**Prepaid Portion Subscription**	**Unspent**
Total Funding Sources:	**$ 288,080**	**$ 294,912**	**$ 11,938**	**$ (18,770)**

SJVLS

BALANCE SHEET- SYSTEM WIDE

May 31, 2026

	5/31/2026
ASSETS	
Current Assets	
Checking/Savings	
0110 · Cash In Treasury	$ 4,344,816
0115 · Chase AP - 3522	61,041
0121 · Chase Merchant - 3506	28,608
0190 · Restricted Cash - Tech Reserve	3,903,563
Total Checking/Savings	8,338,028
Accounts Receivable	
0350 · Accounts Receivable	115,295
0353 · E-Rate Receivable	90,530
Total Accounts Receivable	205,825
Other Current Assets	
0400 · Inventory	3,962
Total Other Current Assets	3,962
Total Current Assets	8,547,815
Other Assets	
0510 · Prepaid Expenses	141,695
Total Other Assets	141,695
TOTAL ASSETS	**$ 8,689,510**
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
1210 · Accounts Payable	$ 394,583
Total Accounts Payable	394,583
Other Current Liabilities	
1435 · Tech Reserve Advances	
1435.01 · Coalinga Tech Reserve	67,674
1435.02 · Fresno Tech Reserve	1,762,489
1435.03 · Kern Tech Reserve	504,667
1435.04 · Kings Tech Reserve	198,333
1435.05 · Madera Tech Reserve	145,839
1435.06 · Mariposa Tech Reserve	120,257
1435.07 · Merced Tech Reserve	274,508
1435.08 · Porterville Tech Reserve	397,064
1435.09 · Tulare County Tech Reserve	439,916
1435.10 · Tulare Public Tech Reserve	7,817
Total 1435 · Tech Reserve Advances	3,918,564
1437 · Due To Other Funds-Agencies	28,593
1710 · Unearned Revenue	6,007
Total Other Current Liabilities	3,953,164
Total Current Liabilities	4,347,747
Total Liabilities	4,347,747
Equity	
2230 · Fund Balance - Unassigned	3,159,912
2231 · Fund Balance - Assigned	1,181,851
Total Equity	4,341,763
TOTAL LIABILITIES & EQUITY	**$ 8,689,510**

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.

APPROVING OR DENYING REQUESTS

Premium delivery services are available on a first-come, first-served basis. If a member requests a premium delivery stop on a route with existing premium delivery stops, and the additional stop cannot be accommodated because it would extend the time to complete the route beyond 8 hours, the request will be denied until one of the existing premium stops is removed. The Administrative Librarian will inform the member about the reason for denying the request and provide an approximate date when the request can be accommodated.

DURATION OF PREMIUM DELIVERY SERVICES

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. Unless approved by Administrative Council, premium stops will only be offered for a maximum of 24 consecutive months, after which the member will have to resume responsibility for delivery to the branch.

EXTENSION OF PREMIUM DELIVERY SERVICES

Premium delivery services can be extended beyond the 24-month limit at Administrative Council's discretion and based on route availability. If a member wants to extend a premium delivery stop, they will submit a request to the Administrative Librarian prior to the end of their premium deliveries. To give sufficient time to review, the request must be sent at least 2 weeks before the next Administrative Council meeting.

The Administrative Librarian will review the request and coordinate with the Delivery Services Supervisor. If a delivery route has the time available to continue making a premium stop, and there are no pending requests for new premium delivery stops on the route, the Administrative Librarian will add the request to Administrative Council meeting agenda. During the meeting, the member will submit their request, and Administrative Council will decide whether to approve the extension.

DATE: August 7, 2026

TO: SJVLS Administrative Council

SUBMITTED BY: Chris Wymer – Administrative Librarian

SUBJECT: Amended CLSA Plan of Service

RECOMMENDED ACTION:

1. Approve a budget modification increasing revenues for CLSA Funding in the amount of $66,256.
2. Approve allocating the additional CLSA funding to Delivery Services.
3. Authorize the Administrative Librarian and Administrative Council Chair to draft an updated Plan of Service and submit it to the State Library.

Approval of the recommended action will approve a budget modification increasing CLSA revenues in the amount of $66,256, with the additional funds being allocated to pay for Delivery Services, and to authorize the Administrative Librarian and Administrative Council Chair to submit an updated Plan of Service to the State Library.

ALTERNATIVE ACTION(S):

Alternatively, Administrative Council could elect to approve a budget modification increasing CLSA revenues in the amount of $66,256 and allocate additional funding to a local Zipbooks program and authorize the Administrative Librarian and Administrative Council Chair to draft an updated Plan of Service and submit it to the State Library.

A second alternative action would be to approve a budget modification increasing CLSA revenues in the amount of $66,256 and allocate additional funding to a different CLSA Activity and authorize the Administrative Librarian and Administrative Council Chair to draft an updated Plan of Service and submit it to the State Library.

FISCAL IMPACT:

Approval of the recommended action will increase revenues for CLSA in the amount of $66,256 and decrease expenditures from Fund Balance.

Approval of the first alternative action will increase revenues for CLSA in the amount of $66,256 and increase expenses for Zipbooks purchases by the same amount.

Approval of the second alternative action will increase revenues for CLSA in the amount of $66,256 and increase expenses in the Activity selected by Administrative Council.

DISCUSSION:

The approved California State budget for fiscal year 2026-27 increased CLSA System Budget Allocations by taking the proposed $1 million in funding for Zipbooks and allocating it to cooperative systems. This increased SJVLS's CLSA allocation by $66,256, for a total of $190,816. SJVLS has to file an amended Plan of Service with the State Library that details how the additional CLSA funds will be spent. The amended Plan of Service is due no later than August 24, 2026.

Based on past decisions that emphasized reducing costs to members, SJVLS is recommending additional funds be allocated to delivery services, helping reduce the amount of system reserve funds used this fiscal year.

As an alternative, SJVLS recognizes the legislature's final budget abruptly removed funds for Zipbooks, which was a program used by members, and is proposing an alternative action to continue funding for Zipbooks. Cooperative System Administrators met with State Library staff to discuss whether this would be an allowable expense, if we wanted to pursue it. The State Library confirmed that CLSA funds could be used in that manner.

If Administrative Council elects to use the additional CLSA funding to continue offering Zipbooks, SJVLS will need to update our Plan of Service to include Zipbooks as an activity we'll use our CLSA allocation towards. Additionally, Administrative Council will need to decide how CLSA funds will be divided among members, and how we'll track purchases and circulations for the CLSA Annual Report.

Wymer is proposing allocating funds using the membership ratios, as shown in the table below.

Member	Member Rate	Zipbook Allocation
Coalinga	2.53%	$1,673.88
Fresno	38.38%	$25,430.00
Kern	24.07%	$15,945.27
Kings	4.98%	$3,297.78
Madera	5.33%	$3,528.90
Mariposa	2.97%	$1,967.78
Merced	7.27%	$4,819.73
Porterville	1.88%	$1,246.58
Tulare Co.	9.72%	$6,437.43
Tulare Pub	2.88%	$1,908.63
Total	100.00%	$66,256.00

Wymer is proposing the following procedures for purchasing Zipbooks titles and reimbursing members. Members will be responsible for making the purchases through Amazon and circulating the title to the patron, the same as the previous Zipbooks funding. Quarterly, members will be able to submit reimbursement requests for titles purchased. SJVLS will verify and process the reimbursement request, and Henderson will send reimbursement to the member. Members will be responsible for tracking items purchased, requesting original cataloging when a title does not have a record in OCLC or the ILS, and reporting their activity to SJVLS at the end of the fiscal year.

If Administrative Council elects to fund a local Zipbooks program, SJVLS is recommending that members adhere to the previous Zipbook guidelines around what material can be purchased, and that at least 85% of the purchased materials are added to the member's collection. One change in the type of material that can be purchased is SJVLS would allow eBook and eAudiobook licenses to be purchased in CloudLibrary, in addition to regular print editions.

If CLSA funds are allocated to Zipbooks, members would have up to 3 fiscal years to spend the funding, unless Administrative Council elects to allocate the roll over funding to a different spending category in future years.

PRIOR AGENDA REFERENCE:

Administrative Council Agenda – May 29, 2026. Item #3.

ATTACHMENTS INCLUDED AND/OR ON FILE:

On File – FY 2026-27 Updated CLSA Allocations.
On File – FY 2026-27 Plan of Service.

Motion: Second:

______ PASSED ____ REJECTED

DATE: August 7, 2026

TO: SJVLS Administrative Council

SUBMITTED BY: Chris Wymer – Administrative Librarian

SUBJECT: Approve Tulare County IT Providing Desktop Support

RECOMMENDED ACTION:

1. Approve Tulare County Library's request to allow Tulare County Information & Communications Technology (TCiCT) staff to provide remote desktop support to library workstations over SJVLS's network.
2. Authorize the Administrative Librarian to draft a memorandum of understanding with TCiCT to formalize the service and return to Administrative Council for final approval.

Approval of the recommended action will authorize TCiCT to provide remote desktop support to Tulare County Library branches, while SJVLS and Tulare County IT draft a formal memorandum of understanding to govern the support arrangement.

ALTERNATIVE ACTION(S):

Alternatively, Administrative Council could elect to not approve remote desktop support. This action would leave Tulare County Library without a viable option to provide IT support to library workstations.

FISCAL IMPACT:

Approval of the recommended action will not affect the budget, nor will it increase membership dues.

DISCUSSION:

Tulare County Library contacted SJVLS last year to discuss the possibility of allowing TCiCT department to provide remote desktop support to library workstations over SJVLS's network. Tulare County Library's internal tech support staff is no longer available to provide this support going forward. This means the library does not have staff available to provide support to staff or deploy new workstations and features. SJVLS met with Tulare County Library and TCiCT staff to discuss the scope of work for this type of support, how it would be implemented, and to define roles and responsibilities. At this time, Tulare County Library is requesting Administrative Council provide preliminary approval to allow TCiCT to provide desktop support remotely, while SJVLS, TCL, and TCiCT draft a formal memorandum of understanding for this service.

If approved, TCiCT would provide remote desktop support to the library through a remote support application. The application would be configured on the Tulare County firewall and would allow Tulare County IT staff to access Tulare County Library workstations from outside the library. The way the remote client works is library staff would have to initiate the support request. Once initiated, staff download an executable to the local workstation that initiates an outbound TLS-encrypted connection to IT staff. TCiCT will not be able to remotely view or access workstations without a staff-initiated request for support. Once the support session is finished the temporary connection is deleted along with any associated files.

The scope of the services Tulare County IT will provide will be limited to the services Tulare

County Library would normally receive from their in-house tech support staff. TCiCT will not be performing services that are provided or supported by SJVLS staff. TCiCT will be authorized to perform the following services:

- Provide help desk support over phone or remote connection.
- Dispatch field technicians to fulfill requests requiring in-person assistance.
- Image, install, or deploy computer hardware or software to be utilized by the library.
- Troubleshoot computer peripherals, and applications.
- Troubleshoot or adjust physical network connections only between SJVLS switch, patch panel, and end points.
- Access to a CloudNine user account to access CloudNine portal to install the client on public computer workstations.

The following services will be performed only by SJVLS staff or Tulare County's JSA:

- Support requests involving any location's primary ISP will be directed to SJVLS.
- SJVLS remains the sole administrator of all firewalls, routers, switches, UPS, and wireless access points.
- ILS and ILS-related support requests will be directed to Tulare County's JSA, who will escalate to SJVLS, if needed.
- Windows user password reset requests will be directed to Tulare County's JSA or SJVLS.
- New user accounts for Windows or the ILS will be directed to Tulare County's JSA or SJVLS.
- Windows user profiles and email (Exchange) support requests will be escalated to SJVLS.
- Princh Mobile Printing support requests will be directed to SJVLS.

PRIOR AGENDA REFERENCE:

No previous reference.

ATTACHMENTS INCLUDED AND/OR ON FILE:

None.

Motion: Second:

______ PASSED ____ REJECTED

DATE: August 7, 2026

TO: SJVLS Administrative Council

SUBMITTED BY: Chris Wymer – Administrative Librarian

SUBJECT: CSL Tutor.com Subscription

RECOMMENDED ACTION:

1. Approve participation in the State Library's HomeworkCA subscription by all SJVLS members.

Approval of the recommended action will approve SJVLS member libraries participation in HomeworkCA and realize a savings of up to $55,000 in the Technology Plan budget.

ALTERNATIVE ACTION(S):

Alternatively, Administrative Council could elect not to participate in HomeworkCA. If this action is taken staff will not need to make any changes to Tutor.com resources.

FISCAL IMPACT:

Approval of the recommended action will result in a savings of $55,000 in the Technology Plan budget.

DISCUSSION:

The State Library and PLP partnered to offer a new resource, HomeworkCA, to provide all California public libraries with access to K-12 homework resources through Tutor.com. HomeworkCA will provide access to online tutoring, test preparation, and skills center resources for K-12 students for fiscal year 2026-27.

The resources provided by HomeworkCA duplicate some of the resources SJVLS subscribes to from Tutor.com. If SJVLS's members decide to participate in HomeworkCA, Tutor.com will reimburse up to 50% of our subscription cost, which is $55,000. Due to the timing of the Administrative Council meeting and the State Library's initial deadline to opt in, SJVLS will receive a pro-rated credit if we elect to participate in HomeworkCA.

Participating in HomeworkCA will complicate access to Tutor.com resources for patrons and staff. Staff will have to maintain two separate links to Tutor.com resources, one for resources associated with HomeworkCA, and a second to the resources provided by SJVLS. When patrons access one set of resources, they will not be able to see or access resources associated with the other subscription. Staff will have to access to separate reporting interfaces to compile usage stats for Tutor.com.

At this time it's not known if this resource will be funded beyond this fiscal year. If it's not funded next year, then staff will have to switch access back to SJVLS's subscription.

PRIOR AGENDA REFERENCE:

No prior reference.

ATTACHMENTS INCLUDED AND/OR ON FILE:

None.

Motion: Second:

_______ PASSED _____ REJECTED

DATE: August 7, 2026

TO: SJVLS Administrative Council

SUBMITTED BY: Chris Wymer – Administrative Librarian

SUBJECT: Approve Budget Modifications

RECOMMENDED ACTION:

1. Approve a budget modification to increase expenditures from System Committed Projects in the amount of $4,690 for SirsiDynix's Annual Maintenance invoice.
2. Approve a budget modification to increase expenditures from the Technology Plan budget in the amount of $2,050 for OverDrive Magazines.

Approval of the recommended action will approve budget modifications to increase expenditures in the amount of $4,690 from System Committed Projects, and $2,050 from the Technology Plan to cover the additional costs for SirsiDynix Annual Maintenance and OverDrive Magazines.

ALTERNATIVE ACTION(S):

There are no viable alternative actions.

FISCAL IMPACT:

Approval of the recommended action will increase expenditures from System Committed Projects in the amount of $4,690. Approval of the recommended action will increase expenditures from the Technology Plan in the amount of $2,050..

DISCUSSION:

SJVLS is requesting approval to modify the budget and increase expenditures for SirsiDynix and OverDrive Magazines.

Our SirsiDynix one-year renewal cost came in slightly higher than SJVLS budgeted for fiscal year 2026-27. Our Library Relations Manager informed us that the Harris Corporation doesn't do pro-rate annual maintenance, and we won't be able to get a pro-rated refund for the months we won't use after the migration. This year's budget allocated $180,271 for SirsiDynix's annual maintenance, and the renewal invoice came in at $184,956.27. SJVLS is requesting approval to modify the budget and increase expenditures for SirsiDynix to cover the difference, with the additional cost being paid from System Committed Projects.

Our final OverDrive Magazines invoices were also higher than initially quoted. On July 1 OverDrive staff notified SJVLS that they mis-quoted Magazines for Fresno and Porterville. Fresno's quote increased from $25,000 to $30,000, and after applying the 5% discount, the final cost was $28,500. Porterville's quote was reduced from $5,000 to $2,000, and after applying the 10% discount, the final cost was $1,800. This resulted in a net increase of $2,050 for the all member's subscriptions. SJVLS is requesting approval to modify the budget and increase expenditures for OverDrive Magazines to cover the different, with the additional cost being paid from the Technology Plan budget.

PRIOR AGENDA REFERENCE:

Administrative Council Agenda, April 3, 2026. Item #3.
Administrative Council Agenda, May 29, 2026. Item #7.

ATTACHMENTS INCLUDED AND/OR ON FILE:

None.

Motion: Second:

_______ PASSED _____ REJECTED

DATE: August 7, 2026

TO: SJVLS Administrative Council

SUBMITTED BY: Chris Wymer – Administrative Librarian

SUBJECT: Fresno Privatization and SJVLS JPA

DISCUSSION:

During the June 2, 2026, Board of Supervisors meeting, Fresno County Board of Supervisors requested Fresno's Chief Administrative Officer "evaluate potential savings associated with privatizing library services and present findings to the board." As a result of the request, Fresno County is conducting a cost-benefit analysis of privatizing library services and will return with recommendations at a later meeting. This presents a potentially serious challenge to the continued existence of SJVLS.

As a cooperative library system in California, one of SJVLS's main missions is to facilitate resource sharing and services to the under-served within our service area. Historically, one of the primary ways SJVLS achieved this mission was through the operation of a shared integrated library system (ILS) that allowed all member's holdings to be searched, viewed, requested, and circulated from a single library catalog. Operating this way allows patrons registered with any SJVLS member library to access the resources of the entire consortia from their local library, significantly expanding the number of resources available to them.

SJVLS's current understanding of library privatization companies is that should a library privatize, they must use the privatization company's ILS. In the past, when other members explored privatization and when the City of Shafter requested to join, SJVLS's stance was if you do not participate in our shared ILS, you cannot be a member. Thus, if Fresno County were to privatize library services, they would have to withdraw from SJVLS membership.

Should Fresno County move forward with privatization and withdraw from SJVLS, this would trigger a clause in the Withdrawal and Termination clause of the JPA that reads:

> "Any party to this agreement may withdraw from System by resolution of its governing board and written notification to the Administrative Council. Such withdrawal shall be made by the January 1 preceeding the fiscal year in which it wishes its withdrawal from the System to become effective. <u>However, if Fresno County is the party seeking to withdraw from System this agreement shall terminate at the end of the fiscal year in which Fresno County notifies System of its intended withdrawal</u>. Finally, this agreement may be terminated by the resolutions of the governing boards of a majority of the parties to this agreement. Upon termination, all just claims against System shall be paid, distribution made to the State and Federal Government, if required by applicable law, and the remaining assets distributed among all existing members of the System in proportion to the total contributions made by such parties to the System."

That clause, as it currently reads, would dissolve SJVLS. Additionally, the JPA does not provide a mechanism to modify the language in the agreement. When John Shupe reviewed the JPA in the past, his analysis was that for any changes to the agreement to stand up to a legal challenge, it would require unanimous approval of the change from all parties to the agreement. This is further complicated by the fact that SJVLS does not have staff, and instead contracts with Fresno County Library for staff. Thus, all SJVLS employees are technically Fresno County Library employees on loan to SJVLS.

PRIOR AGENDA REFERENCE:

No prior reference.

ATTACHMENTS INCLUDED AND/OR ON FILE:

On File – SJVLS Join Powers Agreement.
On File – SJVLS Computer Use Agreement
On File – SJVLS and Fresno County Professional Services Agreement

DATE: August 7, 2026

TO: SJVLS Administrative Council

SUBMITTED BY: Chris Wymer – Administrative Librarian

SUBJECT: Engagement Letter with Redwood Public Law

RECOMMENDED ACTION:

1. Authorize the Administrative Librarian to sign a letter of engagement with Redwood Public Law.

Approval of the recommended action will authorize the Administrative Librarian to sign an engagement letter with Redwood Public Law, so SJVLS once again has legal counsel.

ALTERNATIVE ACTION(S):

Alternatively, Administrative Council could elect to not authorize signing the engagement letter and have the Administrative Librarian find another firm.

FISCAL IMPACT:

Approval of the recommended action will not increase membership dues.

DISCUSSION:

SJVLS currently does not have access to legal counsel. Last year when the auditors reached out to John Shupe to have him confirm he was our legal representative, Shupe replied that he retired and was no longer licensed to practice law. SJVLS was not informed of his retirement, and the news was a surprise.

With the recent decisions by Fresno County's Board of Supervisors, Wymer contacted Carol Frost, the Executive Director of Pacific Library Partnership (PLP) to ask who represented them, because they also used to work with Shupe. PLP is now represented by Richard Pio Roda from Redwood Public Law. Roda has extensive experience working on issues related to Joint Power Agencies and Special Districts and was highly recommended by Frost.

Wymer met with Roda to introduce SJVLS and describe our current needs from legal counsel. Roda would be willing to work with SJVLS. He does not require a retainer, and we would only be billed for the time we use. He and his firm would be able to assist with reviewing agreements, updating our JPA, and addressing any issues that might arise from Fresno County's privatization discussions.

PRIOR AGENDA REFERENCE:

None.

ATTACHMENTS INCLUDED AND/OR ON FILE:

None.

Motion: Second:

______ PASSED ____ REJECTED

DATE: August 7, 2026

TO: SJVLS Administrative Council

SUBMITTED BY: Chris Wymer – Administrative Librarian

SUBJECT: Spydus Migration & Paperless Notices

RECOMMENDED ACTION:

1. Authorize SJVLS and Fresno County staff to stop producing and sending print notifications for holds, overdue and lost items, and billing notices, effective when we go live on Spydus.

Approval of the recommended action will authorize SJVLS and Fresno County to discontinue generating and sending printed notifications to library patrons, effective on the Spydus go live date.

ALTERNATIVE ACTION(S):

Alternatively, Administrative Council could elect to continue sending print notifications and have Civica commission print notices for SJVLS and authorize the replacement of the folder and sealer machine. Commissioning print notices will incur an additional cost, as will the folder sealer replacement.

FISCAL IMPACT:

Approval of the recommended action will reduce SJVLS member's postage costs this fiscal year, and in future years as well, because SJVLS will no longer have to pay postage to mail notices, or purchase specialized notice paper.

Approval of the alternative action will increase expenditures from System Committed Projects for the commissioning of print notices on Spydus.

DISCUSSION:

SJVLS's new ILS does not include generating and printing printed notices by default. If Administrative Council wants to continue mailing print library notices, we will have to commission print notices for an additional fee. At the same time, the folder-sealer machine used by Fresno staff to seal notices after printing is failing and needs to be replaced.

Given that commissioning print notices would come with an additional fee and require the replacement of the folder sealer machine, this presents an opportunity to modernize patron communications and reduce the costs of sending notices. The table below shows the number of notices sent by each method over the last three fiscal years.

	2023-24	2024-25	2025-26
Print	72,638	68,415	53,284
Email	220,263	236,219	229,644
Phone	107,341	105,974	116,566
SMS	153,615	182,562	201,204
Total	553,857	593,170	600,698

Printed notices are significantly more expensive to send, while also being the slowest type of notice. In FY 2025-26, postage costs were $23,644.19, and an additional $8,104.75 were spent on notice paper.

PRIOR AGENDA REFERENCE:

No prior reference.

ATTACHMENTS INCLUDED AND/OR ON FILE:

None.

Motion: Second:

______ PASSED ____ REJECTED

California State Library, Library Development Services
Cooperative Library System Liaison Report
Updated September 29, 2025

State Library News

California Libraries Learn (CALL) project back as of Monday, Sept 29, 2025

The state legislature has restored access to LSTA funding to the State Library's budget. The State Library and the California Library Association have restarted CALL. We appreciate the patience of the California library community, and we look forward to offering more free professional development and continuing education opportunities.

Listservs back

Our listservs had a brief pause as well while we worked to restore access to LSTA funding. *Please note that the CLA Talk listserv is a service of the California Library Association and was not affected by this pause. You can review all California State Library Listservs on our website.*

LDS Newsletter

Please be sure to sign up for the LDS Newsletter LibrarytoLibrary. For those who receive this monthly email, please consider forwarding it to your staff and/or printing a copy for your break rooms.

eBooks for All Joins Zip Books: Free Access with Expanded Capabilities

We're excited to share that eBooks for All is now supported under the Zip Books initiative. This transition enables libraries on the Palace platform to continue offering both the statewide digital collection and their local eBook offerings, all at no local cost.

New Features for Patrons and Libraries:

- **Patron Request Portal**: Thanks to Califa, patrons can now submit title requests in both English and Spanish via an online form. Once a requested title is added to the statewide collection, patrons receive notification and can check it out immediately.
- **Seamless Access Across Platforms**: Requested titles will appear both in California's Bookshelf and within each library's local instance of Palace, offering consistent and comprehensive access.
- **New Libraries Welcome**: Libraries not yet on Palace can join the program at no cost and gain access to over **300,000 additional eBook and eAudiobook licenses** from the statewide collection.

Please reach out to ebooksforall@library.ca.gov with any questions.

Marketing Toolkits

The California State Library's marketing toolkits are designed to help California libraries deliver consistent messaging about the services and resources you provide to your communities. This is part of an effort to help coordinate statewide messaging about the many great things libraries do every day. We encourage you to use the messages, graphics, and other resources to raise awareness and reinforce the value and impact libraries provide to their communities.

California Freedom To Read Act

The California Freedom to Read Act requires every public library jurisdiction that directly receives any state funding to establish, adopt, and maintain a written and publicly accessible collection development policy for its libraries by January 1, 2026. The State Library has set up this webpage to help libraries in complying with the law.

Libraries can now submit their policy via a web-form.

At the State Library, we would like to see the language in the bill in your collection development policies as is. We cannot provide any legal interpretation or advice on the language submitted.

We understand that some libraries might experience a challenge with this request, so we urge you reach out very soon if this is the case to collectiondevelopmentpolicy@library.ca.gov. We will offer libraries the opportunity to demonstrate how their policy complies with the language in the new law. This information would come in the form of an attachment to your policy, from the library director, that clearly explains how your policy's language maps to the language in the law. As a reminder, we at the State Library are consultants and administrators and we cannot provide a legal interpretation of your policy.

State Library staff are available to provide technical assistance to libraries who need help with their policies. If you would like to speak with a State Library staff member about your policy or the bill, please email collectiondevelopmentpolicy@library.ca.gov with your request.

Networking and Training

Public Library Directors Networking Call

Stay posted for information on upcoming calls, and thank you to all who participated in the July 9 visioning session.

Rural Libraries

The California State Library continues to host a monthly **Community of Practice for Rural Libraries**. Staff at all levels are encouraged to participate. To register for the next gathering (October 29 at 3:00 PM) use this link:
https://us06web.zoom.us/meeting/register/6sGi_UskTqC5VjRBavWxeg

Sustainable California Libraries Open Door Quarterly Chats

All California library staff and community partners are welcome to join these casual conversation and resource sharing sessions focused on sustainability and California libraries.

The Sustainable California Libraries: open door series will be held quarterly. Sessions are one hour and will not be recorded.

The first quarterly chat was held on August 6, 2025 with special guests from the California Volunteers Climate Action Counts team. **Register for the Wednesday, November 12, 2025, 10:00–11:00 am open door chat (Zoom).** Special guests to be announced later.

Opportunities

Career Online High School

Career Online High School (COHS) program is open to all public libraries in the state and **there is no required local match to participate**. Libraries may opt into the COHS program at any time using the COHS Interest Form, and will receive training and implementation support, have access to the California State Library's universal scholarship supply, and complete a short end-of-year report. COHS questions can be sent to cohs@library.ca.gov. *State of CA funded.*

Lunch at the Library

Applications for the 2025-2026 Lunch at the Library grant opportunity will open September 15th. The Lunch at the Library grant program has sustained annual funding of $3 million from the state of California. Funds support libraries who plan to provide summer meals at their library and/or will be providing pop-up library services at community meal sites.

Funds can be used for:

- Summer enrichment programming before, during, or after meal service.
- Books to build home libraries and connect to your summer learning program.
- Teen internship or volunteer programs.
- Staff time spent on program planning, implementation, and evaluation.
- Supplies and materials to support a successful Lunch at the Library program.

Upcoming Information Session and Office Hours:

Lunch at the Library 2026 Information Sessions: for general information about the Lunch at the Library 2026 funding opportunity and how to apply.

- Wednesday, September 17, 2025 from 9:00am-10:00am. Register here.

Lunch at the Library Office Hours: for questions related to the funding opportunity and the application. Feel free to drop in at any point during the time window listed.

- Wednesday, September 24, 2025, from 9:30am-10:30am. Register here.
- Thursday, October 30, 2024, from 1:30pm-2:30pm. Register here.

The Lunch at the Library application is open ow until Wednesday, November 5, 2025, at 5:00pm PST.

For details how to apply, please visit the Lunch at the Library Application Information webpage.

For more information, please contact the Lunch at the Library team at lunch@library.ca.gov

Rural Health Connections

The Rural Health Connections project will recruit libraries over the next several weeks as well. In partnership with Califa, this project entails rural and tribal libraries receiving a collection of health books, technology to support health programming and a community of support to provide impactful health programs in rural communities. Lisa Lindsay will reach out directly in the next few weeks with more information.

Current Projects and Services

California Library Literacy Services – Ongoing

The 2024-2025 CLLS final annual report is now open and is due October 30, 2025. Detailed instructions were sent to all CLLS programs. Remaining reporting Q+A registration links are below.

Q&A Sessions

Based on your feedback from the 2025-26 CLLS Application process, we are providing five Q&A sessions to support you through the new reporting process in AmpliFund. To get the most out of these sessions, please come prepared with questions. Due to the informal nature of the Q&A format, we *will not* record these sessions.

- Wednesday, October 8 at 2:00 pm – Registration link for Q&A #3
- Wednesday, October 22 at 11:00 am – Registration link for Q&A #4
- Wednesday, October 29 at 2:00 pm – Registration link for Q&A #5

See the Manage Your Grant page for information on data collection. For more information, reach out to clls@library.ca.gov. *State-funded.*

California Libraries Learn (CALL) – professional development for all levels of library staff

- Access live and recorded professional development for all members of your team at www.callacademy.org.
- Subscribe to the CALL Letters newsletter for weekly updates.
- Encourage all levels of your staff to get started with CALL Academy.

LSTA-funded.

California Public Libraries Data

The FY 2024-2025 California Public Libraries Survey (PLS) opened September 1, 2025 for you to start entering your annual data. **The deadline for completion is October 31, 2025**.

All California public libraries are asked to provide library statistics. Data collected from this survey will show the breadth and services of public libraries across California. We greatly appreciate your time and effort in providing these statistics.

Resources:

- You can access LibPAS using the following URL: https://ca.countingopinions.com
 Your library's login (username and password) was sent to your PLS designated person (or the Parks Pass contact we have in Counting Opinions) on 8/28/2025.
- The survey worksheet template and instructions are available on the landing page once you login to https://ca.countingopinions.com and on the California State Library's Statistics page.
- The 24/25 Public Libraries Survey Information Session was held on 9/4/2025. PowerPoint slides to the session are available on the Statistics webpage. The Information Session was also recorded and sent out to session registrants.

If your library would like a link to the information session recording, need the survey login to be re-sent, or have PLS questions, please email LibraryStatistics@library.ca.gov

Community-Centered Libraries and PolicyMap access for all library workers – Ending

The 24/25 cohorts and trainings are complete. Past webinars on Community-Centered Libraries topics may still be viewed at https://www.library.ca.gov/services/to-libraries/ccl/

Due to a lack of LSTA funds in FY 2025-26, **access to PolicyMap ended July 31, 2025**.
LSTA funded.

COMPASS Project: Resources and Information for Public libraries

At a time when many library systems are facing decreased budgets and may be forced to cut digital subscriptions, a reminder that California offers — at no cost to public schools, districts, local libraries or students — online educational content and tools with COMPASS: the California Online Media Program for Access and Student Success (formerly the K-12 Online Resources Program). The purpose of COMPASS from the California State Library is to provide equitable access to online library resources to all K-12 public school students and their families, both in the classroom and after school. *State of CA funded*.

COMPASS provides tools ranging from early literacy support (PebbleGo Science, TeachingBooks for Libraries) to science and climate change resources (Gale Interactive Science, Nat Geo Kids, Environmental Studies) to a suite of performing-arts and history/social studies content (20+ Alexander Street collections).

Timely COMPASS Resources and Information for Public Libraries

- Slides from recent COMPASS for public libraries training

- Need help setting up access to ALL COMPASS resources? General program sign up form
- Does your library currently offer Capstone's PebbleGo Science for your youngest patrons? More information on this statewide resource and sign up to get PebbleGo Science for your library
- Questions about the Alexander Street content or set up information? Watch this recording of a July 2024 training and accompanying slide deck. Remember, the Alexander Street collections include library performing rights too (with the exception of the National Theatre collection) – a great addition for programming for all ages!
- Stay informed! Sign up for the COMPASS newsletter. And please contact compass@library.ca.gov with any questions.

Parks Pass Program – Ongoing

The final state budget signed by Governor Newsom includes continued funding for the Parks Pass Program. As a result, Parks Passes will remain valid through **December 31, 2026**.

A toolkit is available to support marketing, circulation, programming, and more. It has been updated to make the information cleaner and more accessible. The public can access information on the State Parks Pass at checkoutcastateparks.com

If you need more parks passes, bookmarks, or survey flyers, please fill out the new order form from State Parks. For any questions, email parkspass@library.ca.gov. *State of CA funded.*

Ready – Or Not: Cultural Heritage Disaster Preparedness Project

California's **Cultural Heritage Disaster Preparedness Project** connects communities holding at-risk collections with the resources needed to protect those collections from destruction and make them available to all Californians. In partnership with the Northeast Document Conservation Center, Ready – Or Not preservation consultants provide consultation and conduct free site visits for California organizations stewarding cultural resources and then deliver an assessment report with their observations. See below for information on these free services. *State of CA funded.*

FREE Services

California heritage institutions can request free consulting services by filling out an online form, emailing CAready@nedcc.org, or calling 855-501-3020.

> **Emergency Preparedness Assessments (On-Site)**
> A team of emergency preparedness consultants based in California conduct free, on-site emergency preparedness assessments for participating organizations and deliver a summary report that documents the organization's current state of emergency preparedness.

Each report includes recommendations for mitigating risks, taking emergency preparedness actions, and completing a disaster plan, thereby providing each with tools to better protect their collections in an emergency, ensuring that California's cultural heritage is preserved into the future.
Schedule a Consultation

Disaster Plan Creation or Update (Remote/Online)
An emergency preparedness consultant will work with you one-on-one to gather the information needed for them to write or update your organization's disaster plan. This work is done remotely.
Request disaster plan assistance

In-Person Wet Salvage Workshops
These in-person workshops cover disaster recovery basics—risk assessment, preparedness, response, and recovery. Participants will analyze two disaster scenarios, practice wet salvage techniques, and gain hands-on experience with a preservation expert. This training enhances annual disaster plan reviews and prepares attendees to be effective first responders. Only open to California-based participants.
Register for Upcoming Workshops

Student Success Cards for All

California legislation signed by the Governor in October 2023 — SB 321 (Ashby) — makes it easier for libraries to put Student Success cards into the hands of every California child who wants one.

Student Success cards give students access to books and online resources from their public library, free of charge, through partnerships with local school districts. The Student Success Cards for All initiative aims to ensure that all California students have the opportunity to obtain a Student Success card by the third grade.

The legislation asks the State Library to:

- Offer resources to assist public libraries and schools in finding strategies that work best for their communities.
- Coordinate with public libraries to determine the most effective means to ensure each student is provided the opportunity to obtain a Student Success card by third grade.
- Ensure that partnerships between public libraries and schools have been established to issue Student Success cards.

See recent CLA-Talk messages around Student Success for registration links to the monthly networking calls.

Summer Community Impact Report

The 2025 Summer Community Impact Report closed October 1, 2025.

You can find the questions and link to the 2025 Summer Impact report through our Building Community Based Summers webpage, and California Public Library Statistics page.

Student Success Questions are included and will be required to ensure compliance with **SB 321 (Ashby)** and **updated SB 1329**.

The Summer Community Impact Report relates to all your library's summer 2025 programs, including Lunch at the Library programs, Parks Pass activities, youth development programs, story times, outreach programs, etc. While we realize some of these statistics will be reported in other places, it is important to collect these responses to capture the full picture of the summer landscape in California public libraries.

Projects marked "LSTA-funded" are supported in whole or in part by the U.S. Institute of Museum and Library Services under the provisions of the Library Services and Technology Act, administered in California by the State Librarian.

Projects marked "State of CA funded" are supported in whole or in part by funding provided by the State of California, administered by the California State Library.