



**NOTICE OF A REGULAR
LIBRARY BOARD MEETING
January 21, 2025, at 6:00 PM**

PUBLIC NOTICE is hereby given that the Vineyard Library Board will hold a regularly scheduled Library Board meeting on Tuesday, January 21, 2025, at 6:00 PM, at City Hall, 125 South Main Street, Vineyard, UT.

AGENDA

Presiding Chair: Julie Gray

- 1. CALL TO ORDER/INVOCATION/INSPIRATIONAL THOUGHT/PLEDGE OF ALLEGIANCE**
- 2. CONSENT ITEMS**
 - 2.1. Approval of October 22, 2025, Library Board Meeting Minutes**
- 3. BUSINESS ITEMS**
 - 3.1. Signing of Conflict-Of-Interest forms**

Board Members will sign the ethics disclosure forms.
- 4. REVIEW OF UPCOMING EVENTS AND ASSIGNMENTS**
 - 4.1. Volunteers are available (Jane P.)**
- 5. STAFF AND COMMISSION REPORTS**
 - 5.1. Library Report -Valerie Popadich**
- 6. WORK SESSION**
 - 6.1. Report on 501c3**

Christine Jeffs
 - 6.2. Strategic Positioning**

Chair Julie Gray
 - 6.3. Library Budget Discussion FY26**

Review of thoughts and ideas by board members
- 7. ADJOURNMENT**

The next meeting is on March 18, 2025.

This meeting may be held in a way that will allow a board member to participate electronically.

The public is invited to participate in all public meetings. In compliance with the Americans with Disabilities Act, individuals needing special accommodations during this meeting should notify Valerie Popadich at least 24 hours prior to the meeting by calling (385) 432-7313 or emailing her at valeriep@vineyardutah.org.

The foregoing notice and agenda was posted at Vineyard City Hall, on the Vineyard City and Utah Public Notice websites, and delivered electronically to staff and to each member of the Governing Body.

AGENDA NOTICING COMPLETED ON: January 15, 2025

CERTIFIED (NOTICED) BY: /s/Valerie Popadich
Valerie Popadich, Library Assistant

Vineyard Library Board Meeting
Tuesday, October 22, 2024, 6:00pm
125 S Main Street, Vineyard, UT

Board Members in attendance:

Julie Gray, chair
Christine Jeffs, board member
MaryAnne Geddes, board member
Diana Steele, board member
Amber Rasmussen, board member & councilwoman

Other attendees:

Valerie Popadich, Library Specialist

1. CALL TO ORDER

[00:23] Chair Julie Gray called the meeting to order at 6:07pm.

6:07 pm Chair Julie Gray said we need to focus on the annual report given to city council. This is something that is required by the state code. Each board member can give a report on their area of focus. Valerie is available to help if any of the board members need it.

[01:56] Chair Julie Gray put together a calendar for the board. A timeline/timeframe to go over important items. Board members will go over it and we can make changes if needed.

[2:24] Chair Julie Gray will also be giving Valerie an evaluation as library director, which is also required by the state and required for the library certification. Julie Gray extended an invitation if any board member wanted to come. Julie Gray will be reported back to the board. In June we will be voting for a new chair.

[04:25] Valerie said for us to be in alignment with the state code everyone's term will go for June to July. This will be a new thing going forward, it will be when the board will be do their elections. Julie Gray asked if we would have new board members. This is a possibility yes, but Valerie is not sure. All she knows is that the city council will be voting on the new code changes, and these new changes will increase the board's powers. But things will be relatively the same, she says. We will find out more when the changes are approved.

[08:18] We went over annual board training. The board was wondering what counts as board. Yes, the board does need to do an annual board training each year, this is required for certification. Pam's OPMA training counts as training, so does the public meeting link that Valerie sent each board member. Valerie can have the state come out

in 2025 if the board wants to. We decided to hold off on that for now as we might have a lot in January and Pam's training counts for the year.

[10:15] We went over the schedule for 2025. The board will be meeting bi-monthly. Regular sessions need to be held in the council room. If we do have special session, we might be in the conference room. The board decided they want to keep the third Tuesday. Valerie will set up the calendar for the year.

[14:00] The board is going over the timeline and calendar for 2025. For example, we will hold elections in June. We get ready for Vineyard days in our May meeting. The board members made some re-arrangements and discussed how to change the calendar.

The friends will be releasing their application in November.

2. CONSENT ITEMS

[20:08] 6:27 PM Julie Gray motioned to approve the minutes. The board members went over the minutes to see if it was accurate. Christine moved to approve; Mary Anne seconded

3. WORK ITEMS

Address list needs to be fixed. We also need to see how the code changes shake out.

[27:03] A reminder that everyone needs to use the BCC when emailing just to be safe. We have never had an issue, but it's something that Pam has been pushing all committees to use.

[28:00] The board went over the presentation notes. They changed the wording and length.

Members talked about what they felt needed to be included in the presentation with what we needed to get certified, which the only thing we are missing is the expanded hours.

We went over the exact requirement. The library needs 11 weeknight/weekend hours. We went over the hours the person would work. That they would need to be over 18 because it would be after hours. No one else in the city will be here. Valerie mentioned having the sheriffs check in on the library employee also Valerie will want them to have a panic button as well.

Julie Gray mentioned if we should have a description ready to give to the city council. Valerie can work on that with Jenna and have it ready for the presentation.

Valerie talked about some changes she wanted to make to the library. She would like to open the shelving under the windows in the library. We do, however, have a furniture budget. Valerie will investigate what she can manage within the budget. She also wants to change the seating arrangements in the library. She will investigate that as well.

Julie Gray would like to have the library strengths on a handout we can give to the city council.

Mary Anne stated that the board would like to be included when they are coming up with plans for the new city building. Will the library be included. What plans are there, because if they are planning the board would like to be included in the discussions. The board wants the new building to support our growing community. If the library was a bigger resource, we feel the community would use it more.

The board wants the library, the collection wants to expand to having adult books. They would want to improve the library's libby collection. Valerie says we do have an option to improve it somewhat, there is no real way to improve the holds as that is something libraries struggle with all over the country. We will put that in the talks for 2025. Valerie will put together a presentation and options for the board to discuss and consider.

[46:30] The board thinks the outline right now is great. What the library is doing great and then getting to the point of what we need.

Julie Gray asked if the board members would like to be there. Valerie said that would be an excellent idea to introduce the board members to city council. Since we only 5 minutes, we might not focus on introducing all the board members, but we can all stand up or include pictures of the board.

Another thing, it is required for the names of the board members to be listed on the city website and on the library board website. We will get that updated and added.

The board members talked about shortening the wording in the presentation, including what other libraries are doing as well. Julie Gray talked about including the strategic positioning.

Valerie can send copies to Julie Ann and see what she wants to have included in the presentation, then Julie Ann can make the decisions.

Julie Gray talked about having a back-up in case Julie-Ann cannot make it last minute.

7:00 pm Amber said we can expect to have a warm reception. Valerie can send Julie-Ann anything she needs. We will be meeting before the presentation on November 12. Then our next regular scheduled meeting will be in January. Then Amber will put together an org chart for the library.

Meeting adjourned 7:04 PM

Submitted by Valerie Popadich, City Staff/Library Specialist.

DRAFT