



Uintah County Library Board

Special Board Meeting Minutes – Approved

Date: 02/02/2026

Time: 2:00 PM

Location: Uintah County Library
204 East 100 North
Vernal, Utah 84078

Board Members Present: Karen England (Library Director), Sonja Norton (County Commissioner), Heather McKee (Chair), Mary Fontes (Secretary), Vail Batty, Amanda Jenkins, and Katrina Jensen.

Board Members Excused: Linda Nay.

Other Attendees: Karina Valencia (Attorney's Office) was also present, with Stacia Watkins taking the minutes.

1. Welcome

The meeting started at 2:02 p.m.

2. County Ordinance Amendments

See the attachment labeled “Ordinance Amendments REDLINE DRAFT (Feb 2026)” on the Utah Public Notice Website.

It was brought to Karen's attention that there is technically no governance established for the Regional History Center (RHC). These amendments establish what the library is, its current branches, and any future branches. This will also allow the library board to govern any policies, budgets, and procedures for the RHC.

Sonja Norton joined the meeting at 2:05 p.m.

Because the RHC is an archive, disposition of historical documents, archival materials, and artifacts will involve consultation with and guidance from the Historic Preservation and Museum Advisory Board.

As per the “Ordinance Amendments REDLINE DRAFT (Feb 2026)”, these amendments

clarify governance authority for the RHC by establishing clear lines of authority. This includes giving the library board full authority over all Regional History Center operations, including budget, staffing, facilities, policies, collections, and programs. The library and RHC staff would consult with and seek guidance from the Historic Preservation and Museum Advisory Board regarding the disposition of historical documents, archival materials, and artifacts.

Amanda wondered about the difference between the use of “Uintah” versus “Uinta” in the documents. It was explained that the Uinta Basin refers to the geological area, whereas the Uintah Basin refers to the governmental designation.

The question arose about whether Duchesne's history center is tied to us or not. Karen explained that the State Archives has designated the Regional History Center as a recognized state repository for the Uinta Basin. Karina recommended initiating a conversation with Daniel Mauchley, the director of the Duchesne County Library System and their history center to clarify designations and other considerations.

Mary asked if there is something in writing that confirms the State Archive's designation.

Heather wondered if this is something the board needs to vote on. Karen clarified that the board would not vote on the ordinance amendments, but because of the amendments, there will be a need to amend the Library Board's By-Laws to reflect the county's ordinance changes.

3. Library Board By-Laws Amendments

See the attachment labeled “Library Board By-Laws REDLINE DRAFT (Feb 2026)” on the Utah Public Notice Website.

While many of the amendments are geared toward grammar, the most significant change is in Article VII, Section 7 regarding the Library Director's duties with respect to the consultation with the Historic Preservation and Museum Advisory Board.

Katrina asked when the word “library” needs to be capitalized within the Library Board By-Laws. Karen made a note to make capitalization consistent between the two documents.

Mary wondered how the library would handle partnership with Colorado, which also encompasses part of the Uinta Basin. Karen says there's not really a need to change the way we operate with them.

Amanda recommended a change to Article VII, Section 4, removing the verbiage “The Librarian shall” which is a redundancy within the rest of the section.

The next step in the process for amendments will be to get the ordinance amendments on

the agenda for a work commission meeting, then the public commission meeting, and then to approve the amendments to the by-laws.

The library board expressed their support for the proposed amendments.

4. Adjourn

Mary moved to adjourn the meeting. Amanda seconded. The meeting adjourned at 2:24 p.m.