



PROPOSED ORDINANCE AMENDMENTS

[Uintah County Code Chapters 2.25 and 2.26](#)

SUMMARY OF PROPOSED CHANGES

These amendments clarify governance authority for the Regional History Center by establishing clear lines of authority:

Library Board (Chapter 2.26): Full authority over all Regional History Center operations, including budget, staffing, facilities, policies, collections, and programs

Historic Preservation and Museum Advisory Board (Chapter 2.25): Advisory role - the Library Board and Regional History Center staff shall consult with and seek guidance from the Historic Preservation and Museum Advisory Board regarding the disposition of historical documents, archival materials, and artifacts

CHAPTER 2.25 - HISTORIC PRESERVATION AND MUSEUM ADVISORY BOARD

2.25.070 - Responsibilities and duties (AMENDED)

Subject to approval of the county commission and in accordance with county ordinances, policies, and procedures^s, and in compliance with federal and state law, the board is hereby granted responsibility for:

- A. Recommending Historic Preservation and Museum policies to the Uintah County Commission in cooperation with the museum curator and assigned Uintah County department head(s) for the use, operation, maintenance, and care of the museum, museum facilities, equipment, staff, and other such resources;
- B. Recommend policies for the enforcement of museum rules;
- C. Recommend policies for the selection, acquisition, cataloging, maintenance, and use of the museum collections and information resources;
- D. Submitting all policies to the county attorney for review, prior to adoption, in compliance with federal, state, and county law;
- E. Make recommendations to the county commission about the disposition of museum objects that are not within the scope of the museum's mission or that the museum is otherwise unable to properly store and/or care for;
- F.F. Upon request from the Library Board or archive staff, provide advisory recommendations regarding the disposition of historical documents, archival materials, photographs, manuscripts, and other items in the archive collections;
- F.G. Prepare or cause to prepare an annual report to the county commission on the activities and status of Historic Preservation within Uintah County;
- G.H. Submit reports as may be required to the various county, state, or federal agencies.
- H.I. In cooperation with the museum curator, provide budget recommendations to the county commission that will enable the museum to meet its objectives.
- I.J. Perform such other duties and exercise such other powers as may be specifically assigned or delegated to the board by the county commission.
- J.K. To the extent possible within the community, two board members shall be professionals, as defined by National Park Service regulations, from the disciplines of history, and architecture or architectural history.

CHAPTER 2.26 - LIBRARY BOARD

2.26.001 - Library name and branches established

- A. The public library system established and maintained by Uintah County shall be known as the "Uintah County Library."
- B. The Uintah County Library system consists of the following components:
 - 1. The main library facility located at 204 East 100 North, Vernal, Utah;
 - 2. The Regional History Center (hereinafter referred to as "the archives"), a specialized branch dedicated to the collection, preservation, and public access of archival materials, historical documents, photographs, manuscripts, government records, and other materials documenting the history of the Uinta Basin region;
 - 3. The Bookmobile, a mobile branch that provides library services throughout Uintah County and surrounding areas;
 - 4. Any additional branches or facilities as may be established by the county commission upon recommendation of the Library Board;
- C. All branches and facilities of the Uintah County Library system shall operate under the authority and governance of the Library Board as established in this chapter;
- ~~A.D.~~ The main library facility, the archives, and the bookmobile are collectively referred to as "library" or "the library." References in this chapter to "the library" or "library" encompass all components of the Uintah County Library system unless otherwise specified.

2.26.020 - Bylaws and officers.

- A. The board shall adopt bylaws for managing the business and affairs of the board.
- B. The county treasurer shall have legal custody of all library fees, fines, and other funds collected or received by the library, together with taxes and fees ~~and~~ collected by the county, and shall act as the treasurer of such funds. The county treasurer shall not be a member of the board.
- C. The board shall elect a chair, secretary, and such other officers as specified by state law and/or the board's bylaws. The chair, with the assistance of the Library Director, shall arrange for library staff to take minutes and assist the board secretary in maintaining official records of board actions.

2.26.050 - Responsibilities and duties

Subject to the approval of the county executive and in accordance with county ordinances, policies, and procedures, and in compliance with federal and state law, (and county ordinances and policies), the board is granted responsibility for:

- A. Expenditure of library funds;
- B. Establishing and revising policies in cooperation with the library director for the use, operation, maintenance, and care of the library, library facilities, equipment, staff, and other such resources;
- C. Purchase, lease, exchange, or sale of land; purchase, lease, exchange, sale, or construction of buildings for the benefit of the library; and the purchase, lease, exchange, or sale of personal property for the benefit of the library;
- D. Establishing policies for the enforcement of library rules, and applicable laws and ordinances, including restrictions on expressive activity, narrowly tailored to a compelling governmental interest, on public grounds pursuant to Title 11, Chapter 61, Section 101 et seq. of the Utah Code Annotated 1953, as amended;
- E. Establish policies for the selection, acquisition, cataloging, maintenance, and use of the library collections and information resources;
- ~~E.F.~~ Establish policies and procedures for the disposition and deaccessioning of archival materials, historical documents, photographs, manuscripts, and other items in the collections of the archives; provided that the Library Board and archive staff shall consult with and seek advisory recommendations from the Historic Preservation and Museum Advisory Board prior to making final decisions regarding disposition of such materials;
- ~~F.G.~~ Submit those policies to the county attorney for review with compliance with federal and state law;
- ~~G.H.~~ Recommend to the county commission a competent person for appointment as librarian Library Director;
- ~~H.I.~~ Make an annual report to the county commission on the condition and operation of the library, including a financial statement;
- ~~I.J.~~ Submit an annual report to the state library board;
- ~~J.K.~~ Furnish to the county commission, in writing, and prior to the time required by law to levy county taxes, an estimate of the amount of monies necessary to establish, equip, and maintain the library, and to provide library services during the next ensuing fiscal year, and certifying the amount; and

~~K.L.~~ Perform such other duties and exercise such other powers as may be specifically assigned or delegated to the board by the county commission.

2.26.060 - Duties and responsibilities of the library director

The ~~librarian, as the~~ county library director, shall:

- A. Serve as the executive officer of the board, without voting privileges;
- B. Serve as the administrative officer and department head of the county library system, as a department of Uintah County, in accordance with and subject to the requirements of county ordinances, policies, and procedures;
- C. Perform such other duties delegated to the library as established in the official job description or as may be assigned by the county commission (or the library board); and
- D. Serve as an appointed employee of the county, and shall not be considered a merit employee.; and
- ~~D.E.~~ Ensure appropriate consultation with the Historic Preservation and Museum Advisory Board on matters related to the disposition of archival materials and historical documents from the archives collections, as specified in Section 2.26.050 F.

IMPLEMENTATION NOTES

Effective Date

These amendments shall take effect upon passage and publication as required by law.

Consultation Procedures

Within 90 days of the effective date of these amendments, the Library Director shall develop and present to the Library Board a consultation protocol outlining the process for seeking advisory recommendations from the Historic Preservation and Museum Advisory Board on the disposition of historical materials. This protocol shall include:

1. The type and level of information to be provided to the Historic Preservation and Museum Advisory Board for review;
2. Reasonable timeframes for review and response that balance thoroughness with operational efficiency;
3. The process for documenting advisory recommendations received and how they were considered;
4. Emergency or time-sensitive circumstances where expedited consultation may be necessary.

Policy Development

Within 90 days of the effective date of these amendments, the Library Director shall present to the Library Board:

1. A comprehensive collection development policy for the Uintah County Library Regional History Center;
2. Administrative and operational policies for the Regional History Center;
3. A deaccessioning policy and procedure that incorporates the consultation requirements established in Section 2.26.055;
4. Access and research services policies.

Rationale

These amendments address a significant governance gap in the current ordinances, which do not mention the Regional History Center, even though it has operated under county auspices since

1982. The amendments:

- Establish clear and unified governance authority under the Library Board, eliminating ambiguity about decision-making authority;
- Maintain the administrative integration of the Regional History Center with the library system, promoting operational efficiency;
- Ensure appropriate professional input on disposition decisions through mandatory consultation with the Historic Preservation and Museum Advisory Board;
- Provide clear authority for budget, staffing, and operational decisions;
- Support the ongoing rebranding initiative to establish the Uinta Basin Archive Center as a regional repository serving the entire Uinta Basin;
- Create a streamlined decision-making process while respecting the historical preservation expertise of the Museum Board.