



Uintah County Library Board

Regular Board Meeting Minutes – Approved

Date: 02/18/2026

Time: 1:00 PM

Location: Uintah County Library
204 E 100 N, Vernal, UT 84078

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

Board Members Excused: Vail Batty.

Other Attendees: Chrystal Summarell (Assistant Library Director), Nicole Wilson-Zamora (Regional History Center), Marety Hill (Regional History Center), and Loren Anderson (Attorney's Office) were also present, with Stacia Watkins taking the minutes.

1. Welcome

The meeting started at 1:00 p.m.

2. Approval of January 21, 2026 Regular Meeting Minutes

Linda moved to approve the January 21, 2026 minutes as presented. Katrina seconded. The motion passed unanimously.

3. Approval of February 2, 2026 Special Meeting Minutes

Amanda moved to approve the February 2, 2026 special meeting minutes as presented. Katrina seconded. The motion passed unanimously.

4. Budget Discussion

See the attachment labeled “Budget Packet 2026-02” on the Utah Public Notice Website.

Karen presented the expenditures from January 1st, 2026 to the present. The biggest item of note is the expenditures from the capital outlay, which shows expenditures relating to the

remodel in the back room downstairs.

Heather asked about the depletion of the line 450 (library cards and barcodes) on page 2, and Karen explained that we were running low and opted to stock up, especially where so many of our patrons have expressed interest in the new card.

Mary asked about expenditures on line 273 (RFID), and Karen explained that the expense, which is for our back-end catalog, was miscoded.

Amanda asked about line 620 (subscriptions) on the Regional History Center's (RHC) fund, which shows in the negative. Karen explained that the cost is shared with the museum, and we simply haven't received their share of the funds yet.

Karen and Nicole will investigate the potential rollback on line 248 (publications) of the RHC's fund.

Amanda asked about line 612 (e-content) of the library budget, and Karen explained that part of the expenditure is the annual portion we pay to be part of the statewide consortium. It is widely utilized, and a worthwhile expense.

A more accurate and complete overview of the 2025 budget should be available at the March meeting.

5. County Ordinance Amendments

See the attachment labeled “Ordinance Amendments 2026-02” on the Utah Public Notice Website.

The amendments were approved by the county commission on February 10, 2026, and they go into effect 15 calendar days after the approval. The main change was the establishment of governance for the RHC as part of the library. They are recognized as a library branch at the federal and now county levels, but not at the state level. Karen is working to get that corrected.

The ordinance also recognizes the bookmobile as a branch, as well as any future branches that might be built.

6. Library Board By-Laws Amendments

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

Most of the amendments to the by-laws are grammar and changing “Librarian” to “Library Director”, with the most significant change reflecting the establishment of governance

over the RHC. It also establishes that the RHC will consult with the Historical Preservation and Museum Advisory Board on the deaccession of items by the RHC.

Linda moved to approve the amendments to the library board by-laws as presented. Amanda seconded. The motion passed unanimously.

7. Bookmobile Fundraising Discussion

Karen has discussed funding options for the bookmobile with the Grants and Purchasing department, and the Travel and Tourism department. Grants and Purchasing feels that the project is too small for grant funding, and Travel and Tourism feels that the project is too big for crowdsource funding. She is still looking into other funding avenues.

Linda asked about how much money we might need. Karen explained that based on the needs of the bookmobile and the community, including heating, cooling, ADA accessibility, etc., we would be looking at anywhere from \$320,000-\$390,000. Sonja wondered what the annual operation and maintenance costs would be. Karen is waiting to hear back from some of the companies she's looked into about these numbers.

8. Board Member Items

None at this time.

9. Public Comment

None at this time.

10. Next Meeting Date

The next board meeting is scheduled for Wednesday, March 18, 2026 at 1:00 p.m. at Uintah County Library.

11. Closed Session to discuss imminent or pending litigation

Sonja moved to move into a closed session to discuss imminent or pending litigation, and when finished with the closed session, reopen the meeting and adjourn the meeting. Mary seconded. The motion passed unanimously and the board moved into closed session.

12. Adjourn

The meeting adjourned at 1:37 p.m.