Uintah County Library Board

Special Board Meeting Minutes – Approved

Date: **09/16/2026**

Time: **5:00 PM**

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

Board Members Present: Karen England (Library Director), Amanda Jenkins (Chair), Javid De Los Santos, Jennifer Ewing, and Katrina Jensen were present.

Board Members Attending Electronically: None.

Board Members Excused: Sonja Norton (County Commissioner), Jeannene Dozier (Vice Chair), Mary Fontes (Secretary).

Other Attendees: Karina Valencia (Attorney's Office) and Marety Hill (Regional History Center) were also present, with Stacia Watkins taking the minutes.

1. Welcome

The meeting started at 5:06 p.m.

2. Approval of August 19, 2026 Regular Minutes

Amanda moved to approve the August 19, 2026 regular meeting minutes as presented. Jennifer seconded. The motion passed unanimously.

3. Amendment to Meeting Schedule Resolution

See the attachment labeled "UCL Board Resolution No. 09-16-2026 R1" and "AMENDED 2026 Annual Meeting Notice" on the Utah Public Notice Website. The board is changing its regular meeting schedule from 1:00 PM to 5:00 PM. Katrina moved to pass Resolution 9-16-2026 R1. Amanda seconded. The motion passed unanimously.

4. Budget Update

See the attachment labeled "Library Budget Summary 2026-08" on the Utah Public Notice Website. We are slowing down on purchases to see where everything is at. We recently

purchased a scanning wand for inventory, which was taken out of line 251, Library Cataloging Supplies. There is an encumbered balance of $5,439 for that item. It cuts down staff time from several months doing inventory to mere days to inventory the entire library.

Overall we are on track to come in under budget, as is the Regional History Center (RHC). The only major expense that the RHC will encounter this year will be the winter edition of the Outlaw Trail Journal.

5. Director's Update

The county has not yet given dates to go through 2027 budgets, but Karen has sent them the initial wishlist for a budget. She has indicated that the library would like a nice photocopier dedicated for staff in the back room, which is the biggest expected expense for the coming year.

The RHC intends to move to their own instance of their archival cataloging system called PassPerfect, which they currently share with the Museum of Uintah County. The goal is to allow their resources to be available for the public to browse, which is not something that the museum is able to do on account of the nature of their collection. The RHC's major project next year will be to move all of their records from an obsolete cataloging system called AskSam to their instance of PassPerfect.

The Halloween Walk will be held on Thursday, October 29th from 10 AM to 12 PM at the library, museum, and throughout the county building. In the evening there will be crafts and activities for school-aged children, teens, and tweens from 4 PM to 6 PM.

Summer reading has gone well. The numbers are as follows:

- Minutes read:
    - Total minutes read: 748,094
    - Children's minutes read: 266,638
    - Teen minutes read: 78,295
    - Adult minutes read: 203,348
    - Staff minutes read: 199,813
- People signed up:
    - Total participants:
    - Children signed up: 428
    - Teens signed up: 94
    - Adults signed up: 173
    - Staff participants: 20
- Programming:

- Total Programs: 26
- Total Attendance: 2,273
- Program Partners:
  - Department of Natural Resources
  - Timpanogos Cave National Monument
  - Darren Parry (Native American historian)
  - Utah Field House
  - Mike Smith
  - Dan Cross
  - Branon Rochelle

At the October meeting we will present trends for summer reading from 2018 onward.

Karen will be working with Steve Labrum to sit down in early October to see what he has room for, what he has in mind for library services for inmates at the jail, and what the library can offer. After that discussion, Karen would like to take the library board out to the correctional facility in Salt Lake to see the library there in November. She will need driver's license numbers by mid-October for anyone who would like to go so that the correctional facility can perform their soft background checks. Karen previously worked at the correctional facility library before accepting the role of director at Uintah County Library and would like to bring some of the same kind of services to the inmates at the county jail.

6. Board Member Items

None at this time.

7. Public Comment

None at this time.

8. Next Meeting Date

The next board meeting is scheduled for Wednesday, October 21st at 5:00 PM at the Uintah County Library.

9. Adjourn

Katrina moved to adjourn the meeting. Javid seconded. The meeting adjourned at 5:28 p.m.