

Vineyard Library Board Meeting  
Tuesday, April 16, 2024, 6:00pm  
125 S Main Street, Vineyard, UT

Board Members in attendance:

Julie Gray, chair  
Abby Bunn, secretary  
JulieAnn Tanner, vice-chair  
Christine Jeffs, board member  
MaryAnne Geddes, board member

Other attendees:

Valerie Popadich, library clerk (departed 7:00pm)  
Julie Fullmer, city mayor (arrived 6:13pm)

1. CALL TO ORDER

[00:00] Chair Julie Gray called the meeting to order at 6:05pm.

2. BUSINESS ITEMS

[02:00] Library Board Bylaws have been amended by City Attorney Jayme Blakesley and distributed by email for review by board members. Abby Bunn moved to approve the changes made to the bylaws as outlined in the email. seconded by JulieAnn Tanner. The motion was seconded and passed unanimously.

3. WORK SESSION

[02:50] Discussion was held regarding rotation of board members. Appointment to the board is for 4 years, per Library Board bylaws. In order to begin rotation of members, it was proposed that 3 members of the board serve until January 2025, at which time they may serve a consecutive four-year term, in accordance with Vineyard City Municipal Code 13.16.020.

[17:00] Julie Gray moved for JulieAnn Tanner, Marlon Lindsay, and Mary Anne Geddes to serve staggered consecutive terms on the Vineyard Library Board. The motion was seconded and passed unanimously.

[18:35] At the suggestion of proper minutes by Mayor Julie Fullmer, Abby Bunn moved that the previous two motions be combined, as stated by the chair. The motion was seconded and passed unanimously.

[21:05] Chair Julie Gray reported on an annual letter sent to the Vineyard City Council.

[21:42] Christine Jeffs led a discussion on the formation of the Friends of the Library as a 501c3 nonprofit. Mayor Fullmer commented on conflict of interest and separation of monies between Friends of the Library and the Vineyard Library Board. In order to proceed with the 501c3 application, Christine needs people for the following roles: Registered Agent, Incorporator, and three (3) Trustees. Christine Jeffs will be the Incorporator, and Trustees will be Christine Jeffs, Valarie Popadich, and Julie Gray. Mayor Fullmer will find out if the Registered Agent needs to be the City Manager and how many Library Board members can serve with the Friends of the Library.

[37:15] Valerie Popadich discussed the year-to-date Operational Budget Report of the library. JulieAnn Tanner led a discussion on a need for a dedicated Library Director and ways we can find personnel and funds from outside sources to fill this position.

[47:54] Mayor Julie Fullmer requested for the record, then gave a brief history of the library and her involvement in the first step of the state certification process. She clarified that we do not have to wait for full certification to apply for grants. Her budget priority is diversifying the tax base, sponsorships, and endowments. As we identify gaps and needs of citizens, ie. part-time employee for extended hours, she said there is always room in the budget to support something like that.

[53:00] Julie Gray pointed out that, for certification purposes, the library needs to be open seven (7) evening/weekend hours each month, and this standard is not yet met. Mayor Julie suggested a work session to compile a phasing plan for the library, possibly including community partners.

[57:50] Chair Julie Gray noted the time as 7:00pm and asked for pressing topics. Abby Bunn led a discussion on frequency of library board meetings. Mayor Julie Fullmer suggested meeting as a board in both May and June due to the current budget season and utilizing her expertise to move through city processes swiftly. Committees may meet as needed. Next meeting will be the third Tuesday of May at 7:00pm instead of 6:00pm.

[1:04:45] Discussion was held on the library's involvement in upcoming city events. Plans for Vineyard Days will be discussed at the next meeting. Mayor Fullmer suggested streamlining future meetings by completing meeting training and utilizing Valerie's role with the city.

#### 4. ADJOURNMENT

[1:11:00] The meeting was adjourned at 7:19pm. Next meeting is Tuesday, May 21, 2024 at 7:00pm.

Submitted by Abby Bunn, secretary

Approved by Vineyard Library Board: May 15, 2024