



**NOTICE OF A REGULAR
LIBRARY BOARD MEETING
November 18, 2025, at 6:00 PM**

PUBLIC NOTICE is hereby given that the Vineyard Library Board will hold a regularly scheduled Library Board meeting on Tuesday, November 18, 2025, at 6:00 PM, in the Teen Room of the library at City Hall, 125 South Main Street, Vineyard, UT.

AGENDA

[IGNORE_INDENT]

1. CALL TO ORDER/INVOCATION/INSPIRATIONAL THOUGHT/PLEDGE OF ALLEGIANCE

2. CONSENT ITEMS

2.1. Approval of September Library Board Meeting Minutes

3. BUSINESS ITEMS

3.1. Logo Plan

Review updated options for the Vineyard Children’s Library logo and discuss steps for creating a plan and implementation timeline.

3.2. Community Survey Discussion

Discuss whether the board would like to conduct a community survey in early 2026. If approved, determine goals, timeline, and preferred survey distribution methods.

4. REVIEW OF UPCOMING EVENTS AND ASSIGNMENTS

5. STAFF AND COMMISSION REPORTS

6. WORK SESSION

6.1. Annual Report & Certification Update

Provide an overview of the upcoming annual report requirements, including data still needed, and share updates on the library’s certification progress with the Utah State Library.

7. ADJOURNMENT

The next meeting is on January 20, 2025 .

This meeting may be held in a way that will allow a board member to participate electronically.

The public is invited to participate in all public meetings. In compliance with the Americans with Disabilities Act, individuals needing special accommodations during this meeting should notify Valerie Popadich at least 24 hours prior to the meeting by calling (385) 432-7313 or emailing her at valeriep@vineyardutah.org.

The foregoing notice and agenda was posted at Vineyard City Hall, on the Vineyard City and Utah Public Notice websites, and delivered electronically to staff and to each member of the Governing Body.

AGENDA NOTICING COMPLETED ON: November 17, 2025

CERTIFIED (NOTICED) BY: /s/Valerie Popadich
Valerie Popadich, Library Assistant

Vineyard Library Board Meeting
Tuesday, September 16, 2025, 6:00pm
125 S Main Street, Vineyard, UT

Board Members in attendance:

Christine Jeffs, board member
MaryAnne Geddes, board member
Diana Steele, board member
Julie Ann Tanner, board member

Other attendees:

Valerie Popadich, Library Coordinator
Sean Lee, Chair of the Friends of the Library
Other Friends of the Library

1. CALL TO ORDER

[6:14 – 6:20] The meeting was called to order at 6:14 p.m. Board members present included Christine Jeffs, MaryAnne Geddes, Diana Steele, and Julie Ann Tanner. Also attending were Friends of the Library members Sean Lee and Logan, along with Library Coordinator Valerie Popadich. One additional attendee arrived later, whose name will be confirmed. And one member of the public.

2. CONSENT ITEMS

[6:20 – 6:25] The first item of business was the approval of the minutes from the July 15, 2025 meeting. Christine called for a motion. MaryAnne motioned to approve, Diana seconded, and the motion carried.

3. BUSINESS ITEMS

[6:25 – 6:50] The board reviewed council-approved updates to board terms. Valerie explained that terms are being aligned with state code and set to three years, with each board member eligible for two consecutive terms. Since all terms are restarting, MaryAnne and Julie Ann Tanner will rotate off in 2026, Christine and Diana in 2027, and the two new members (once appointed) in 2028. There was some discussion about whether members rotating off in 2026 would be eligible to serve again until 2029, and Valerie noted she would confirm with Pam and Jenna.

Questions were raised about the maximum number of board members, which Valerie believed to be five, since alternates are being eliminated. Valerie recommended a future meeting with Pam and Jenna for clarification. The changes to board terms were approved with a roll call vote: MaryAnne, Julie, Diana, and Christine all voted yea.

4. REVIEW OF UPCOMING EVENTS AND ASSIGNMENTS

[6:50 – 7:00] Valerie shared upcoming events with the board. She plans to hold story walks for both Halloween and Christmas, along with a Holiday Storytime at the new Firehouse when it opens in December. Another Touch a Truck event is being planned for spring, and Deputy Storytime will continue.

The Friends of the Library will take charge of the Boo-a-palooza booth this year, choosing a theme for decorations. The city will provide \$50 for decorations and candy for the event. The board also expressed excitement about unveiling the new name, “Vineyard Library,” at the booth.

5. WORK SESSION

[7:00 – 7:10] **Logo and Name Update**

Christine had emailed the logo options for review, and the board agreed on option 4. Christine suggested adding city colors, and Valerie confirmed that the name change is allowed, though she will triple-check. The only item that may take longer to update is library cards, and Valerie will check on the process required.

[7:10 – 7:15] **Meet with Digital Media Coordinator**

The board agreed to schedule a session with the city’s digital media coordinator to take updated photos for the website, which is required for certification. Stock photos of the board will also be taken for use in social media features. The coordinator will also meet with the Friends to create highlight pieces, but the group decided all activity will remain on the library’s social media for now to avoid confusion while the audience is still growing.

[7:15 – 7:45] **Fundraiser Planning**

The board then moved into an extended discussion on fundraising. Valerie mentioned September’s Library Card Sign-Up Month, where candy and stickers would be given out with new cards, and a contest could be held.

Fundraising priorities were identified, beginning with raising \$1,000 for a Scholastic book order to refresh the collection with high-quality, new books. The group also discussed charging for lost or damaged books in the future. A “Sponsor a Storytime” program was proposed and well-received, with Valerie noting that local sponsorships could help cover the \$25 per week fee for the new storyteller, who costs \$100 per month. Valerie will

reach out to Anna Nelson, the city's special events manager, for a list of potential sponsors.

MaryAnne proposed hosting a coloring contest, with businesses contributing funds toward prizes and their names included on coloring sheets. Contest entries would be turned in at participating businesses, and prizes such as shirts, bags, or scooters could be awarded. The board agreed this could be a holiday contest, launched after Thanksgiving.

The board also agreed to set the non-resident library card fee at \$40. One of the Friends members, a lawyer, advised that the library should have its own bank account. Right now we do not know if the library is allowed to have its own bank account and Valerie will confirm this with Eric, the city manager, and the city attorney. We discussed if the Friends accounts can be used, but on the lawyer/accountant's advise this would be ill advised, it would be better if it can go directly to the library's funds. Valerie will discuss this with the city to see what the best possibility is.

Right now, the Friends have a PayPal and a Venmo account. For people wanting to donate, we will have this information readily available for them. We talked about a couple different methods we could use.

A QR code linking to donation options will be created and displayed at the Boo-a-palooza booth. We will also display the QR at the library. The board thought it was a good idea to display a QR to donate on the mini libraries, and code to create a library card as well. Valerie also shared that new mini-libraries are in progress and will be part of outreach and fundraising efforts.

Adjournment: 7:20 PM

Minutes prepared by: Valerie Popadich City Staff/Library Coordinator. DRAFT