



CENTERVILLE CITY

250 North Main • Centerville, Utah 84014-1824 • (801) 295-3477 • Fax: (801) 292-8034

Incorporated in 1915

Mayor

Ronald G. Russell

City Council

Justin Y. Allen

Ken S. Averett

John T. Higginson

Sherri L. Lindstrom

Lawrence Wright

City Manager

Steve H. Thacker

Whitaker Museum Board Meeting Agenda

Wednesday, March 6, 2013, 6:30 p.m.

Administrative Conference Room at City Hall

250 North Main, Centerville, UT

6:00 A. BUSINESS

1. Goals for Council consideration
2. Brief review of grand re-opening ceremony & open house receptions
3. Review program, brochure & other advertisements
4. Report from board members
5. **Minutes review and acceptance** – February 6, 2013 meeting
6. Closed meeting, if necessary, as allowed by state law
7. Possible action following closed meeting, including appointments to committees and docents
8. Next meeting

B. ADJOURN

Marsha L. Morrow, MMC
Centerville City Recorder



PRELIMINARY DRAFT

Minutes of the Whitaker Board meeting held Wednesday, February 6, 2013 at 6:30 p.m. at the Administrative Conference Room at City Hall, 250 North Main Street, Centerville, Utah.

MEMBERS PRESENT

Bridget Lee
Spencer Packer, Chair, arrived at 6:55 p.m.
Bruce Powell
Nancy Smith, Co-Chair
Paul Thomas Smith
Lisa Sommer, arrived at 6:55 p.m.

STAFF PRESENT

Connie Larson, Recording Secretary

MINUTES REVIEW AND ACCEPTANCE

Minutes of the January 2, 2013 Whitaker Museum Board meeting minutes were reviewed. Bruce Powell made a **motion** to approve the minutes as written. Paul Thomas Smith seconded the motion, which was passed by unanimous vote (4-0).

FINALIZE GRAND OPENING DEDICATION AND OPEN HOUSE RECEPTIONS

Nancy Smith distributed a list of those individuals who have been sent invitations to the dedication of the Whitaker Museum that is scheduled for March 8, 2013 at 2:00 p.m. Bridget Lee will contact the Salt Lake Tribune and Deseret News to invite them to the Grand Opening. It was noted that the former City Historians and Mary Ellen Smoot were not included on the list and they will be sent an invitation. Roger Barrus and Todd Weiler, Legislative Representatives, will also be invited. Paul Thomas Smith discussed speakers and the time of the program. Mayor Russell, Spence Packer, and Don Hartley will be speaking at the grand opening. He will have his daughter, who is a graphic artist print the program for the dedication.

At 6:55 p.m., Spence Packer and Lisa Sommer arrived at the meeting.

The Board discussed having a dedicatory prayer. Bruce Powell will ask Bishop Richard Edgely from the LDS Church Seventy to give the dedicatory prayer at the end of the program with the ribbon cutting following. Steve Thacker, City Manager, will be asked to coordinate the ribbon cutting ceremony with Mayor Russell and Clara Goudy doing the ribbon cutting together. Refreshments will be served after the dedication. Larry Wright, City Council Liaison, will be asked to introduce the dignitaries. Paul Thomas Smith will have a friend of his dress in pioneer period clothing and impersonate Brigham Young. "Brigham Young" will give a talk on Elizabeth presenting him with a silk vest. A fiddler will be asked to play music.

DECISION ON KITCHEN FAUCET OR HAND PUMP

The Board discussed having a faucet or hand pump for the kitchen sink. It was agreed that a faucet is necessary, as hot and cold water in the kitchen are a necessity. A pump could also be used to give the sink a pioneer period look, but hand pumps are difficult to find. It was agreed a dry sink will be used for the present time, with a drain board to be ready for the open house. The Board agreed that both concepts of a faucet and hand pump can be accommodated.

PURCHASES: PERIOD STOVE, BATHROOM SINK, COMMODE

Nancy Smith reported there is money available for a functional electric period stove from Elmira Stove Works in Canada at a cost of \$5,900. The stove must be ordered, and it will take a minimum of two to four weeks for delivery.

Bruce Powell made **motion** to approve the purchase of a stove from Elmira Stove Works with the assessment of available space. Bridget Lee seconded the motion, which was passed by unanimous vote (6-0).

REPORT FROM BOARD MEMBERS

Grants submitted – Bridget Lee

Bridget Lee reported she has submitted a grant to TSORO for \$5,000. The Catherine Dumpkey Foundation told Bridget that she has to request permission to submit for a grant. She will submit the request for a grant and it will be to purchase a video camera, development of documentaries for tours, and a computer scanner.

Special projects – Spencer Packer

The area before the upstairs bathroom needs to be repaired. Mr. Packer said he knows some men that can look at this project to see what needs to be done. Larry and Joan Smith have a period oval shaped sink they are willing to donate. This sink has bolted pedestals with faucets. The Board agreed they will accept the sink. Mr. Smith said he also has a period commode he is willing to donate, which the Board will look at first. If the commode is not acceptable, a new commode will be purchased. The claw foot tub is ready to be picked up from Scott Christensen in Salt Lake City. Spence Packer and Bruce Powell will pick-up the tub.

PRELIMINARY DRAFT

Whitaker Museum Board
Minutes of meeting
February 6, 2013

Page

3

1 Mr. Packer reported the roof on the north by the kitchen was iced over and water
2 leaked on the kitchen floor. The short-term solution is to use heat tape, but long-term
3 solution would be to use a heat cable. The furnace was causing condensation problems, and
4 the problem will be resolved when the plumber finishes his work. Bruce and Nancy Smith
5 and Spencer Packer have been sanding the wood floors, and a stain and acrylic finish will
6 be put on the floor.

Eagle Scout Projects – Bruce Powell

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8 Bryce and Tanner Van Orman did the base board painting, cleaned the grates, and
9 gave \$200 donation for their Eagle Scout Project. The six benches have been completed
10 and the dry sink is almost completed.

Website, budget, and brochure – Nancy Smith

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12 Nancy Smith distributed the proposal site she created on the Museum website. The
13 City website is being completely changed and the new website will include the Museum.
14 Nancy asked the Board to review the pages. Nancy distributed the current budget for the
15 Museum. The Whitaker family has donated \$730 towards the Museum, and \$710 was
16 received from the Taylor Eagle Scout Projects.

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19 A sample of the brochure was distributed. The Board gave their approval for the
20 brochure with a few minor changes.

Training manual and first training meeting

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22 Paul Thomas Smith distributed the Historic Whitaker Farmhouse Site Guide that
23 he researched and developed himself. The guide gives an early history of Centerville and
24 some of the individuals who helped settle Centerville. Mr. Smith will be training the tour
25 guides using techniques that Disney Corporation uses with their tour guides.

Volunteers – Lisa Sommer

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28 Lisa Sommer displayed a letter that has been sent to all of the bishops in Centerville
29 informing them of the Eagle Scout Projects that are available at the Museum. Erin Red
30 will continue to be over the garden plots behind the Museum. The plots will be rented
31 for \$35 per plot. She would like to grandfather those who already have a plot, and as other
32 plots come available, they would be given on a first come first serve basis. Bruce Cox,
33 Parks and Recreation Director, will be contacted to see if more plots can be opened up,
34 with the money going towards the Museum. Oakdale Farms has donated the fertilizer in
35 past years, but they were upset they were not recognized, and the second year they charged
36 money for the fertilizer. Erin Red will contact Oakdale Farms to let them know that a sign
37 will be made advertising Oakdale Farms.

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40 Story Telling Night will be held the second Tuesday of each month. Lucille East will
41 be in charge of this activity, and Lori Henderson will be over the Tea Party Events. The
42 Mother's Day Tea Party will be held the Saturday before Mother's Day each year.

PRELIMINARY DRAFT

Whitaker Museum Board
Minutes of meeting
February 6, 2013

Page

4

Tour groups will be limited to 35 people and by reservation only.

Mr. Heiner, welding instructor, at Viewmont High School made a cast for the front gate at the Museum. The fence will need to be powder coated, and there was a \$50 fee. There has been at least 1,000 hours donated on volunteer projects at the Museum during the year 2012.

NEXT MEETING

The next Whitaker Museum Board meeting will be held on Wednesday, March 6, 2013 at 6:30 p.m. in the Conference Room at City Hall.

ADJOURN

At 9:30 p.m., Spence Packer made a **motion** to adjourn the meeting. Lisa Sommer seconded the motion, which was passed by unanimous vote (6-0).

Spencer Packer, Chair

Date Approved

Connie Larson, Recording Secretary