



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, July 17, 2013, 6:30 p.m.

Administrative Conference Room at City Hall

250 North Main, Centerville, UT

6:00 A. BUSINESS

1. Director/Interim Coordinator (job description for posting)
2. Museum Signage
3. Board Reports
4. Minutes review and acceptance – May 30, 2013 meeting
5. Miscellaneous Business as time permits
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 Museum Board meeting held Thursday, May 30, 2013 at 6:30 p.m. in the Multi-Purpose Room (downstairs) at City Hall, 250 North Main, Centerville, Utah.

MEMBERS PRESENT

Bridget Lee, arrived at 6:57 p.m.
Spencer Packer, Chair
Bruce Powell
Nancy Smith
Paul Thomas Smith
Lisa Sommer

STAFF PRESENT

Larry Wright, City Council Liaison
Connie Larson, Recording Secretary

VISITORS

Lisa Buckmiller

MINUTES REVIEW AND ACCEPTANCE

Minutes of the May 1, 2013 meeting minutes were reviewed. Nancy Smith made a **motion** to approve the minutes as amended. Bruce Powell seconded the motion, which was passed by unanimous vote (5-0).

BOARD MEMBER REPORTS

Lisa Sommer explained she accidentally ordered brass parts for the commode instead of chrome parts. The company is willing to take back the brass parts that were ordered in error, but they will charge a 15 percent stocking fee.

Spencer Packer made a **motion** to pay the 15 % stocking fee to exchange the brass parts for the chrome parts for the commode. Nancy Smith seconded the motion, which was passed by unanimous vote (5-0).

Lisa Sommer reported there are professional storytellers who are willing to tell stories at The Haunting in October that coincides with the Youth Council Pumpkin Walk, and marshmallow roast. These are award winning storytellers from the Timpanogos Story Telling Festival. Chair Packer asked if there will need to be background checks done on the storytellers, as this will be a family event, and sometimes children are dropped off by their parents.

Lisa Sommer asked Lisa Summers, City Recreation Director, about a time clock and was told that the Rotary Club has a time clock that might be available for the 5K Zombie Family Fun Run on October 26th. The Board discussed having the CERT group come and perform their skills on the "Zombies" that will be running at this event. Bruce Powell said Dale Anderson has the time clock and he will talk with Mr. Anderson to see if he will allow the Board to borrow the clock.

1 There are still a few community garden plots available at half price, and the current
2 gardeners will be offered the plots first. If they do not want the plots, they will be opened to anyone
3 who desires a plot. Jake Smith will advertise the garden plots on the City website. The school
4 tours have been going very well, and good response has been received from the teachers. Lisa and
5 her husband made 15 of the bean bag/tuna can games.

6
7 Bruce Powell reported there are two scouts who will be working on their Eagle Scout
8 projects at the Museum. One scout is working on the pathways outside, and another scout is
9 working on the layout of plants on the south side of the home. The existing pathway will be aligned
10 better with the new pathway. Brendon Rappleye needs to be reimbursed \$152 for supplies he has
11 purchased for his project.

12
13 At 6:57 p.m., Bridget Lee arrived at the meeting.

14
15 Lisa Sommers reported she knows a young woman who needs a ten hour service project.
16 She suggested having the woman move the herbs to the northwest corner of the Museum to where
17 there is a tree stump. Chair Packer said he will talk with Bruce Cox, Parks and Recreation Director,
18 about removing the tree stump.

19
20 Nancy Smith reported there are 14 vendors at this time who will be participating in the
21 Farmers Market before the Movies in the Park. Nancy will be doing the layout work for the
22 vendors, and she will give the layout plans to Bruce Cox. There are 16 tour guides at the Museum
23 at this time. Nancy distributed a letter from Barbara Robison, a citizen who attended the grand
24 opening and expressed her feelings about her positive experience at the Museum. This letter was
25 also sent to the City Council. There have been more than 1,000 visitors who have toured the
26 Museum since it reopened. The Mother's Day Tea was a great success and many positive
27 comments were received.

28
29 Nancy Smith distributed the proposed Museum budget for the coming fiscal year. The
30 Museum has received about \$20,435 in grants, contributions, and fundraisers during the past fiscal
31 year. There is currently about \$9,000 left in the budget. Larry Wright, City Council Liaison,
32 discussed what the responsibilities should be of the new Museum Director when that person is
33 chosen. The Board is requesting \$77, 765 for the coming fiscal year, and staff is recommending a
34 budget of \$20,660 for the coming fiscal year. The non-profit status of the Museum should be
35 changed in the next few months.

36
37 Paul Thomas Smith reported the church history classes are going well. Dr. Vern Swanson
38 and Carma DeJong viewed the Thomas Whitaker self-portrait painting that is in the parlor room.
39 Mrs. DeJong determined the painting was done in England just before Thomas' mother died.
40 Jennifer Hadley, textile expert, evaluated the Museum dresses and determined the dresses need to
41 be kept away from sunlight, and that the docents wear white gloves when touching the artifacts.
42 Debbie Richards is a tour guide in Salt Lake City who would like to bring tourists from Europe to
43 the Museum to learn about how the pioneers irrigated in this area. Larry Montgomery, who works
44 for the Church Museum, restores old furniture and builds replica furniture. He is retiring soon,
45 and Paul suggested maybe he could be of service to the Museum.

PRELIMINARY DRAFT

Centerville City Whitaker Museum Board
Minutes of meeting
May 30, 2013

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1 The Board discussed having the Museum open on July 4th. At this time, no one is available
2 to have the Museum open, but the Board has been asked to have an entry in the parade. It was
3 agreed that children wearing pioneer period clothing will be riding on a handcart in the parade.
4 Mr. Paul Smith expressed thanks to all of the Board members for their work at the Museum.

5
6 Lisa Buckmiller reported Don Hartley, State Historic Director, is nominating the Whitaker
7 Museum for the State Historic Success Award because of the renovations that have taken place at
8 the Museum and the programs that are planned. She will be making a presentation to the State
9 History Board on June 19th for this award.

DIRECTOR

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11
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13 Chair Packer reported Whitaker Museum Board members will be meeting with the City
14 Council for a work session on Tuesday, June 4th at 5:45 p.m. prior to their regular meeting to
15 discuss the Museum budget for the coming fiscal year. There will be a City Council open meeting
16 at 7:00 p.m. on the proposed budget. Chair Packer said a vision of the Museum mission must be
17 given to the City Council; what has been accomplished at the Museum, and what the future plans
18 are for the Museum.

NEXT MEETING

19
20
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22 The next Whitaker Museum Board meeting will be held on either June 20th or June 27th,
23 depending on the availability of Board members and City facilities.

ADJOURN

24
25
26
27 At 8:45 p.m., Chair Packer made a **motion** to adjourn the meeting. Bridget Lee seconded
28 the motion, which was passed by unanimous vote (6-0).

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32 _____
33 Spencer Packer, Chair

Date Approved

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36 _____
Connie Larson, Recording Secretary