



## 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

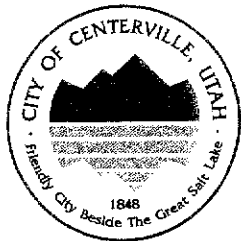
*City Manager*

Steve H. Thacker

**December 4, 2013**  
**1:01 p.m.**

**THE WHITAKER MUSEUM  
BOARD MEETING  
SCHEDULED FOR  
TONIGHT (DECEMBER 4,  
2013 AT 6:30 PM.) HAS  
BEEN CANCELLED DUE  
TO THE LACK OF A  
QUORUM**





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## *Whitaker Museum Board Meeting Agenda*

**Wednesday, December 4, 2013, 6:30 p.m.  
Administrative Conference Room at City Hall  
250 North Main, Centerville, UT**

**6:30 A. BUSINESS**

1. **Minutes Review and Acceptance** – November 7, 2013 meeting minutes;  
November 7, 2013 closed meeting minutes
2. Review Use Agreement
3. Discuss Centerville City responsibilities and Whitaker Museum responsibilities
4. Calendar 2014 year
5. Board Reports
6. Miscellaneous business
7. Closed meeting if necessary, as allowed by state law
8. Possible action following closed meeting, including appointments to committees and docents
9. Next Meeting

**B. ADJOURN**

**Marsha L. Morrow, MMC  
Centerville City Recorder**



# PRELIMINARY DRAFT

Minutes of the Centerville City Whitaker Museum Board meeting held Thursday, November 7, 2013 at 6:30 p.m. in the City Hall Administrative Conference Room, 250 North Main, Centerville, Utah.

## MEMBERS PRESENT

Bridget Lee

Spencer Packer, Chair

Bruce Powell, was excused at 7:56 p.m.

Nancy Smith

## MEMBERS ABSENT

Lisa Sommer

## STAFF PRESENT

Connie Larson, Recording Secretary

## MINUTES REVIEW AND ACCEPTANCE

Minutes of the October 2, 2013 meeting minutes were reviewed. Bruce Powell made a **motion** to approve the minutes as amended. Bridget Lee seconded the motion, which was passed by unanimous vote (4-0).

## MISCELLANEOUS

Nancy Smith reported that Shiloh Powers, a local contractor, attended the Haunting at the Museum on October 24<sup>th</sup>, and he asked why the window and door frames on the outside of the Museum have not been painted. Mr. Powers said he has a contractor who is a painter who is willing to paint all of the exterior windows, and the exterior door jams for the 2 doors, for \$1,100. The Board agreed to work with Mr. Powers to do this painting.

Chair Packer made a **motion** to allow the exterior windows, and exterior door jams for the 2 doors to be painted at a cost of \$1,100, pending references of the painter. Bridget Lee seconded the motion, which was passed by unanimous vote (4-0).

Bruce Powell reported he checked on the availability of pioneer period costumes for sell with the CenterPoint Legacy Theatre and the Hale Theatre. These theatres do not sell costumes, but they will rent costumes for \$25 per day. The Board agreed they will not rent costumes, but will try to find someone with sewing skills who could make pioneer period costumes for the docents.

# PRELIMINARY DRAFT

Centerville City Whitaker Museum Board  
Minutes of meeting  
November 7, 2013

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## CLOSED MEETING, AS ALLOWED BY STATE LAW, TO DISCUSS THE CHARACTER OR PROFESSIONAL COMPETENCE OF INDIVIDUALS

At 6:50 p.m., the Whitaker Museum Board adjourned to a closed meeting to discuss the character or professional competence of individuals. In attendance were: Chair Spencer Packer, Bridget Lee, Bruce Powell, and Nancy Smith.

## RETURN TO OPEN MEETING

At 8:05 p.m., the Board returned to the open meeting.

## POSSIBLE ACTION FOLLOWING CLOSED MEETING, INCLUDING APPOINTMENTS TO COMMITTEES AND DOCENTS

At 8:05 p.m., Chair Packer made a **motion** to interview Wayne Lewis, Cindy James, and Lisa Sommer, who are the final three candidates. Chair Packer will do a phone conversation with each of the three remaining candidates, and then pending they are still candidates, the available Board will then meet with the three candidates. Nancy Smith will ask Marsha Morrow, City Recorder, to write letters to the candidates that have been eliminated. Appointments will be made for the three candidates to have a second interview with the Museum Board. The names of one to three candidates will then be forwarded to Steve Thacker, City Manager, for him to interview and make a final decision. Nancy Smith seconded the motion, which was passed by unanimous vote (3-0).

## NEXT MEETING

The next Whitaker Museum Board meeting will be held on Wednesday, December 4<sup>th</sup> at 6:30 p.m. in the Administrative Conference Room at City Hall.

## ADJOURN

At 8:10 p.m., the meeting was adjourned.

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Spencer Packer, Chair

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Date Approved

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Connie Larson, Recording Secretary

# PRELIMINARY DRAFT

(Not for public dissemination)

Minutes of the closed Whitaker Museum Board meeting held Thursday, November 7, 2013 at 6:50 p.m. in the City Hall Administrative Conference Room, 250 North Main, Centerville, Utah.

## MEMBERS PRESENT

Bridget Lee

Spencer Packer, Chair

Bruce Powell, was excused at 7:56 p.m.

Nancy Smith

## STAFF PRESENT

Connie Larson, Recording Secretary

Chair Spencer Packer reported he has been in contact with Steve Thacker, City Manager, on interviewing candidates for the Museum Director position. Chair Packer interviewed the following candidates:

Christopher Dale Allen – Bachelor's Degree in History from the University of Utah, and has computer experience. Currently works as a Finance Counselor for the Dermatology Department at the University of Utah.

Justin Pasket – Currently works for Hospice of Utah. He has been employed by the Utah State Department of Anthropology. He has worked at Hardware Ranch and the Wildlife Museum.

Emily Newey – Has a degree in General Studies. She has extensive writing skills, and has done political writing. She is a Political Science major at Weber University.

Jessica Huffner – Has a Bachelor's Degree in Anthropology. Currently works at Gregory's Health Food Store in Bountiful. She has worked at a mortgage company, and has a very good knowledge of the Whitaker Museum.

Wayne Lewis – BYU graduate in History. Master's Degree in Public Administration from BYU. He retired from the State of Utah Office of Legislative Research.

Cindy James – Currently works as a temporary employee at The Boyer Company. She has an Associate's Degree from Idaho State in Office Management.

Michael Soldani – Is a graphics designer who is from Fresno, California. He had several good ideas for the Museum that had not been thought of before.

Lisa Sommer – She has a CLU, which is a six week medical certificate. She is available for Tuesday's and events. She does catering, and has a family business with her husband.

# PRELIMINARY DRAFT

(Not for public dissemination)  
Centerville City Whitaker Museum Board  
Minutes of closed meeting  
November 7, 2013

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1        Jason Channell – Did not attend the interview.

2  
3        The board feels this position requires someone with consistency who would be available  
4 for a minimum of two to three years. After discussing the candidates that were interviewed, the  
5 Board agreed they will conduct a second interview with the following top three candidates who  
6 most closely met the criteria needed at this time: Lisa Sommer, Wayne Lewis, and Cindy James.  
7 Marsha Morrow will be asked to notify the candidates that were not chosen by letter. Bridget Lee,  
8 Spencer Packer and Nancy Smith will do a second interview of these three candidates and forward  
9 a recommendation on to Steve Thacker. Steve Thacker, City Manager, will be asked to interview  
10 the three candidates to make the final decision on the Director position if a consensus is not  
11 reached.

12  
13        At 7:56 p.m., Bruce Powell was excused from the meeting.

## 14        ADJOURN TO OPEN MEETING

15  
16  
17        At 8:05 p.m., Bridget Lee made a **motion** to adjourn the closed meeting, and returned to  
18 the open meeting. Chair Packer seconded the motion, which was passed by unanimous vote (3-0).  
19

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22        \_\_\_\_\_  
23 Spencer Packer, Chair

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25  
26        \_\_\_\_\_  
Connie Larson, Recording Secretary