

1 Minutes of the Centerville City Whitaker Museum Board meeting held Wednesday, September 3,
2 2014 at 6:30 p.m. in the Administrative Conference Room at City Hall, 250 North Main Street,
3 Centerville, Utah.

4
5 **PRESENT**

6 Spencer Packer, Chair

7 Diane Chamberlain

8 Bridget Lee, was excused at 8:30 p.m.

9 Nancy Smith

10
11 **ABSENT**

12 Bruce Powell

13
14 **STAFF PRESENT**

15 Lisa Linn Sommer, Whitaker Museum Director

16 Connie Larson, Recording Secretary

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18 **MINUTES REVIEW AND APPROVAL**

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20 Minutes of the August 6, 2014 meeting minutes were reviewed. Nancy Smith made a
21 **motion** to approve the minutes as amended. Diane Chamberlain seconded the motion, which was
22 passed by unanimous vote (4-0).

23
24 **BOARD MEMBER REPORTS**

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26 a. **Museum walkthrough with Don Hartley/CLG approvals**

27 Chair Packer reported he met with Don Hartley from the State History Department, and
28 they discussed the CLG Grant for the Museum. Mr. Hartley allows latitude of applying
29 the grant money as needed between approved projects. Chair Packer received direction
30 from Mr. Hartley on how to repair exterior dormers, and how to do the barrier to
31 prevent moisture from entering the ceiling. Gutters are needed on the exterior for
32 preservation. Copper gutters would be authentic period, but they are expensive. The
33 attic in the rear is not vented, and he learned how to vent using aluminum soffit vents
34 that can be stapled in, which are effective and would be approved. The attic must be
35 vented to reduce the risk of ice damage and reduce the need for the ice cable. If there
36 is extra funding, key pad entrances could be installed. There is flexibility on the scope
37 of the projects, which would allow extra money left over to be applied to other projects.
38 Mr. Hartley said the CLG Grant must be used by August 31, 2015.

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40 b. **Submission of Museum names**

41 The Board discussed possible Museum names, which are as follows:

- 42 1. Whitaker Historic Site – “Telling Centerville’s Stories/History.”
43 2. The Whitaker Historic Home.
44 3. Heritage Center and Whitaker Museum.

1. Whitaker Historic Site – “Telling Centerville’s Stories/History.”
2. The Whitaker Historic Home.
3. Heritage Center and Whitaker Museum.
4. Centerville’s Story, Past and Present, Whitaker Center.
5. Museum and Cultural Center, the Whitaker, “Keeping Centerville’s Stories Alive, Past & Present.”
6. The Whitaker Museum and Cultural Center.
7. Centerville and Whitaker Heritage Center.
8. Whitaker Community Museum.
9. The “Whitaker” Museum and Cultural Center.
10. Centerville’s Heritage Museum – “The Whitaker”
“Keeping Our Stories Alive”

Bridget Lee made a **motion** to call the Museum: The Whitaker: Centerville’s Heritage Museum, with the tag line “Keeping Our Stories Alive.” Sign companies will be contacted for proposals, and bids will be reviewed at a future Board meeting. Iron and wood like products were suggested as the materials to be used for the sign. Nancy Smith seconded the motion, which was passed by unanimous vote (4-0).

c. Discussion and approval of Museum sign design by the Museum Board

The Board discussed signage for the Museum. Chair Packer did a sketch of a possible Museum sign. Nancy Smith showed a picture of a sign taken from a historic museum in New York. The sign will be a maximum of four feet by six feet.

d. Discussion on possible Eagle Scout project

Nancy Smith and Lisa Linn Sommer met with a Boy Scout for an Eagle Scout project of constructing a donation box at the Museum. A picture of a wood and glass donation box was viewed by the Board, and sketches of donation boxes were viewed. Chair Packer said he will meet with the Boy Scout to give him directions for constructing the donation box.

Another possible Eagle Scout project would be to create a landscape on Google for the Museum.

**BOARD MEMBER REVIEW AND VOTE ON ORDINANCES AND BYLAWS OF
WHITAKER MUSEUM**

The Board discussed changes to the Whitaker Museum Ordinance. A procedures and practices will be noted to the Ordinance that will keep a listing of all motions passed regarding general policies and practices for future reference and board members. The approved new name, The Whitaker: Centerville’s Heritage Museum, with the tag line “Keeping Our Stories Alive” will also be added to the Ordinance.

1 At 8:30 p.m., Bridget Lee was excused from the meeting.

2
3 Chair Packer made a **motion** to table approval of the changes to the Whitaker Museum
4 Ordinance at this time. Diane Chamberlain seconded the motion, which was passed by unanimous
5 vote (3-0).
6

7 **MISCELLANEOUS**
8

9 Lisa Linn Sommer reported several months ago, the Young family said they would donate
10 a picture of Brigham Young, but that picture has not been donated yet. Leroy Peck has volunteered
11 to paint the exterior of the Museum if the City will donate the supplies.
12

13 Brandon Smith, Paul Smith's son, sent an invoice to Jeannine requesting \$275 for 50
14 DVD's, and 30 digital pictures of Thomas Whitaker at \$2.50 a piece without Board approval. This
15 item will be discussed at the next meeting.
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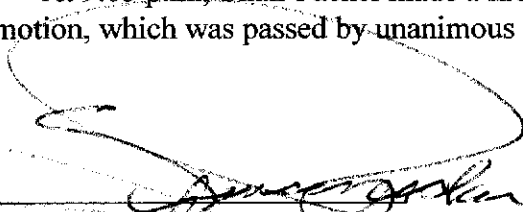
17 The Board discussed whether they would do a separate thank you dinner for the volunteers
18 still. A request was made to the Director in her meeting with Steve Thacker to determine who
19 would be invited to the City Volunteer Dinner. It was suggested that birthday cards be purchased
20 to give to the docents on their birthday signed by the Board. A possible thank you dinner provided
21 by the Board for the docents and volunteers will be held in February 2015, depending on
22 information received back from the Director and Steve Thacker.
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24 **NEXT MEETING**
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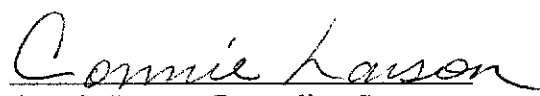
26 The next Whitaker Museum Board meeting will be held on Wednesday, October 1, 2014
27 at 6:30 p.m. in the Administrative Conference Room at City Hall.
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29 **ADJOURN**
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31 At 9:05 p.m., Chair Packer made a **motion** to adjourn the meeting. Nancy Smith seconded
32 the motion, which was passed by unanimous vote (3-0).
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37 Spencer Packer, Chair

10-1-2014
Date Approved

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41 Connie Larson, Recording Secretary
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