

1 Minutes of the Centerville City Whitaker Museum Board meeting held Wednesday, March 18,
2 2015 at 6:40 p.m. in the Administrative Conference Room at City Hall, 250 North Main Street,
3 Centerville, Utah.

4
5 **PRESENT**

6 Bridget Lee
7 Spencer Packer, Chair
8 Nancy Smith
9

10 **ABSENT**

11 Diane Chamberlain
12 Paul Thomas Smith
13

14 **STAFF PRESENT**

15 Larry Wright, City Council Liaison, arrived at 7:35 p.m., and was excused at 8:35 p.m.
16 Lisa Linn Sommer, Whitaker Museum Director
17 Connie Larson, Recording Secretary
18

19 **VISITORS**

20 Lori Henderson
21 Erin Redd
22 Ryan Redd
23

24 **REPORT ON THE WHITAKER COMMUNITY GARDENS**

25
26 Erin Redd reported in 2014, 34 large and eight small garden plots were rented, with a total
27 of \$1,315 collected. A new rake and plastic garden cart is needed, and Erin will ask Bruce Cox,
28 Parks and Recreation Director, to service the tiller and make sure it is ready for the coming season.
29 The budget request is \$285 for 2015, which includes the end-of-season barbeque. Only five large
30 garden plots are left for rent. The Davis Clipper featured an article on Erin and her work with the
31 Community Garden two weeks ago. She has since received several calls from people who read the
32 article and asked to rent a garden plot. Orientation for those who will be renting plots at the
33 Community Garden will be on Wednesday, April 8th at 7:00 p.m. the Whitaker Museum. A
34 beehive is in the planning stage to be placed in the garden this year, but more research must be
35 done on a proper location and requirements. The board discussed having an Eagle Scout make a
36 sign for the garden as an Eagle Scout project. The Board discussed if the Brown's should be asked
37 to pay for rental of a garden plot, since their property borders the Community Garden on the east
38 side. Erin has not charged them in previous years. It was decided that because of all of the service
39 the Brown family has offered to fellow gardeners i.e., tilling, water, loaning of garden tools, they
40 would be comfortable leaving that decision up to Erin. Bridget was thanked for getting articles out
41 in the Davis Clipper and Standard Examiner.
42

43 Bridget Lee made a **motion** to adopt the 2015 garden budget as presented, and Erin Redd
44 will be allowed to decide if the Brown's should pay for their share of the garden space. Nancy
45 Smith seconded the motion, which was passed by unanimous vote (3-0).

REPORT ON LAST YEAR'S VICTORIAN TEA PARTY AND PLANS FOR THIS YEAR

Lori Henderson displayed the invitations for the Victorian Tea Party which will be held on May 30th. The invitations will be the same as last year, but a picture of Elizabeth Whitaker will be printed on the invitations. Clarion Events will be catering the party, and the decorations will be done in lavender. Lisa Linn Sommer will research the cost of having peppermint tea bags, and black tea will be offered, by request, as this beverage was requested last year. Homemade peppermint is delicious, but it is time consuming to make.

There will be an 11:00 a.m. and a 2:30 p.m. Tea for a total of 144 seatings, and signup sheets will be available on April 1st at City Hall for people to register. The Board agreed that children under the age of six should not be allowed at this event, and a notice of this policy will be on the registration sheet. Music will be provided by women playing string instruments.

At 7:35 p.m., Larry Wright arrived at the meeting.

The Victorian Tea will be noticed in the Ogden Standard Examiner, and the Davis Clipper.

MINUTES REVIEW AND APPROVAL

Minutes of the February 4, 2015 meeting minutes were reviewed. Nancy Smith made a **motion** to approve the minutes as written. Bridget Lee seconded the motion, which was passed by unanimous vote (3-0).

BUDGET OVERVIEW FOR 2015-2016 FISCAL YEAR

The budget overview for 2015-2016 fiscal year will be reviewed at the April meeting.

BOARD MEMBER REPORTS

Bridget Lee distributed wooden nickels to the Board that will be used for the Whitaker Centennial activities.

Lisa Linn Sommer reported Diane Chamberlain's genealogy project she is making of Thomas Whitaker is going well. Diane's niece is working on the graphics for the chart. Paul Thomas Smith received a thank you letter from David Parrish for the Story Telling Event that he spoke at, along with a \$100 donation for the Whitaker Museum. Lyndsey Kunzler and Abigail Hodgson, Youth Council Liaison, told Lisa Linn Sommer the box size for the geocaching must be registered, and it must be a specific size. The pass word came back as incorrect.

Chair Packer reported he received a second bid in the amount of \$2,200 from Bert Rawlins for the soffit and fascia repair on the north side of the Museum. This also includes the weather seal grout on the dormer on the east side. The missing siding installed in front will also be installed. The bid from Guy Carpenter is \$2,000. The Board agreed to allow Guy Carpenter to do the repairs on the Museum in the amount of \$2,000.

1 Chair Spencer Packer made a **motion** to reward the bid for the repairs at the Whitaker
2 Museum to Guy Carpenter in the amount of \$2,000. Nancy Smith seconded the motion, which
3 was passed by unanimous vote (3-0).
4

5 Chair Packer distributed a cost breakdown for a sign in front of the Whitaker Museum
6 made of polyurethane material. A single-sided sign would be \$6,750.00, and a double-sided sign
7 would be about \$3,000 more. Chair Packer will contact Bruce Powel, former board member, who
8 has indicated he would like to secure a second bid for the Museum. City Manager, Steve Thacker,
9 stepped into the meeting to see the drawing of the potential sign. The Board asked if there was a
10 possibility of receiving assistance from staff, Bruce Cox, Parks and Recreation Director, to
11 excavate and install the posts, which would save \$1,000 in installation costs. Steve felt that was a
12 reasonable request. It is hoped the sign can be installed before May 17th in time for the Centennial
13 Celebration.
14

15 Nancy Smith made a **motion** to approve funding for the Whitaker Museum exterior sign
16 subject to the second bid coming in, and doing the sign on the lesser of the two bids if there is a
17 significant difference, and if Spencer feels the quality is the same. Also, should the Board choose
18 not to go with Allied Signs, funds will be allocated for the graphic design work done by Allied
19 Sign. Bridget Lee seconded the motion, which was passed by unanimous vote (3-0).
20

21 Lisa Linn Sommer distributed samples of letterhead for the Whitaker Museum for the
22 Board to review.
23

24 Chair Packer made a **motion** to approve the sepia stationery with the ability to use color as
25 desired. Nancy Smith seconded the motion, which was passed by unanimous vote (3-0).
26

27 Nancy Smith reminded the Board that any Whitaker Museum goals need to be given to
28 Steve Thacker tomorrow. The Board discussed the needs of lighting and safety. At the last event,
29 Chair Spencer Packer and others had to walk patrons out to the parking due to no outside lighting
30 in the parking lot, and unsafe pathways as the gravel falls onto the pathways, which becomes a
31 safety issue. Safety issues at the Museum are a big concern, as well as the maintenance of the
32 flower beds which reflect poorly to patrons.
33

34 Nancy Smith displayed the timeline from 1847 to present of major events in the United
35 States and Centerville that she has been working on. What is left to complete is mostly the
36 Centerville pictures and events. The board gave their input. This timeline will be displayed at the
37 Museum in the Gathering Room. Paul Thomas Smith is making a video production of Centerville
38 that will be shown at the Centennial Kick Off on May 17th.
39

40 At 8:35 p.m., Larry Wright, City Council Liaison, was excused.
41

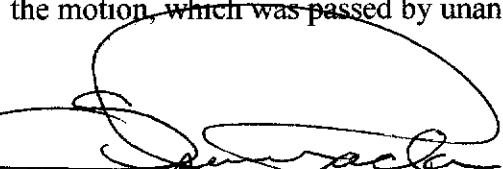
42 The Board viewed a picture of the proposed Whitaker Museum sign on the internet.

NEXT MEETING

The next Whitaker Museum Board meeting will be held on Wednesday, April 1, 2015 at 6:30 p.m. in the Administrative Conference Room at City Hall.

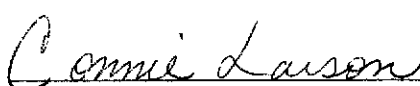
ADJOURN

At 8:55 p.m., Nancy Smith made a **motion** to adjourn the meeting. Bridget Lee seconded the motion, which was passed by unanimous vote (3-0).


Spencer Packer, Chair

4-8-15

Date Approved


Connie Larson, Recording Secretary

