



CENTERVILLE CITY

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

Incorporated in 1915

Mayor

Paul A. Cutler

City Council

Tamilyn Fillmore

William Ince

Stephanie Ivie

George McEwan

Robyn Mecham

City Manager

Steve H. Thacker

Whitaker Museum Board Meeting Agenda

Wednesday, January 6, 2016, 6:30 p.m.

Administrative Conference Room at City Hall

250 North Main, Centerville, UT 84014

Meetings of the Whitaker Museum Board of Centerville City may be conducted via electronic means pursuant to Utah Code Ann. § 52-4-207, as amended. In such circumstances, contact will be established and maintained via electronic means and the meeting will be conducted pursuant to the Electronic Meetings Policy established by the City Council for electronic meetings.

Centerville City, in compliance with the Americans With Disabilities Act, provides accommodations and auxiliary communicative aids and services for all those citizens in need of assistance, including hearing devices. Persons requesting these accommodations for City-sponsored public meetings, services, programs, or events should call Blaine Lutz, Centerville Finance Director, at 295-3477, giving at least 24 hours-notice prior to the meeting.

6:30 A. BUSINESS

1. **Minutes Review and Acceptance** – November 4, 2015 meeting minutes
2. 2016 event calendaring
3. RAP TAX wish list discussion
4. Miscellaneous Business
5. Closed meeting if necessary, as allowed by state law
6. Possible action following closed meeting, including appointments to committees and docents
7. Next Meeting

B. ADJOURN

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



PRELIMINARY DRAFT

Minutes of the Centerville City Whitaker Museum Board meeting held Wednesday, November 4, 2015 at 4:30 p.m. in the Administrative Conference Room at City Hall, 250 North Main Street, Centerville, Utah.

PRESENT

Spencer Packer, Chair
Nancy Smith
Paul Thomas Smith
Laura Toney

ABSENT

Diane Chamberlain

STAFF PRESENT

Larry Wright, City Council Liaison
Lisa Linn Sommer, Whitaker Museum Director
Connie Larson, Recording Secretary

MINUTES REVIEW AND APPROVAL

Minutes of the July 28, 2015 meeting were reviewed. Chair Spencer Packer made a **motion** to approve the minutes pending the corrections on the bid for the pavers, and on the painting of the schoolhouse. Laura Toney seconded the motion, which was passed by unanimous vote (4-0).

CLG OVERVIEW

Chair Spencer Packer reported he met with Don Hartley from the State Historical Society, who checked the grant projects with Chair Packer. Mr. Hartley was very impressed with the work that has been done at the Museum, and suggested in 2016 a CLG Grant option might be a brick ramp in front of the Museum for handicap access to the original part of the building. Another idea is to make a video presentation of the entire Museum for handicap patrons who cannot tour the entire Museum. Mr. Hartley also suggested security lighting and locks, and completing the front gutters and interior painting of the windows. The parlor has a barrel vault which could have a line separation and a lighter color painted on the ceiling cut to give the room more light.

Lisa Linn Sommer, Museum Director, said it appears the pavers on the front walkway have not been completed, and she will talk with Mike Spink to see when the work will be completed. Chair Packer said he will talk with Jim Rohletter on completing the work for the down spouts and patina. The CLG Grant will not cover the paving of the driveway, but perhaps the RAP Tax will if approval is given. The driveway is the next largest capital expense item at the Museum. Larry Wright, City Council Liaison, suggested the Whitaker Museum Board make a report of the projects that need to be completed at the Museum for the next ten years, and give them to the City Council.

1 **BUDGET REVIEW**

2
3 Lisa Linn Sommer, Museum Director, reviewed the CLG Grant allocation for the year
4 2014, and everything was awarded that the Board requested. Lisa was commended by the Board
5 for her efforts in compiling the paperwork for the CLG Grant. There was also \$9,000 from in-kind
6 donations that were received from businesses, and Lisa will be sending thank you letters to those
7 businesses. Chair Packer said he would like to give a presentation to the City Council on November
8 17th on the improvements the Board has accomplished during the past year, including past events
9 and activities.

10
11 **2016 CALENDARING**

12
13 Whitaker Museum Board events for next year are due by December 19th to Lisa Summers,
14 Recreation Director. The Board agreed the Zombie Run on October 24th was a success, even
15 though there was not a large number of participants. Several participants of the race said they
16 enjoyed it, and asked the Board to do it next year. The Viewmont Cross Country Coach said their
17 team enjoyed being the zombies, and they would like to do it again. The Board agreed more
18 publicity through social media needs to take place for this event next year.

19
20 **BOARD MEMBER REPORTS**

21
22 Paul Thomas Smith reported his wife is doing well after breaking her leg in a fall while
23 visiting family in Virginia. While in Virginia, he was able to tour many historical sites, and took
24 notice of how the tours were conducted. In 2016, it will be the 200th anniversary of Thomas
25 Whitaker's birth. He would like the Museum Board to celebrate and do some extra things as part
26 of this anniversary. He suggested a Whitaker Family Reunion, completing Ruth's upstairs
27 bedroom as it was when she was a teenager, and a story telling event on Thomas Whitaker's life
28 by John Mills Whitaker. Mr. Smith reported the Whitaker Family Organization is disorganized,
29 and the Board should not plan on any money from the organization. Mr. Smith would like to have
30 a model created of the home as it was when Thomas Whitaker was alive. Mr. Smith has been
31 writing a book at his own expense on the life of Thomas Whitaker, and he is nearly completed
32 with the book. It will cost between \$5,000 - \$6,000, and he would like help with the cost. It is
33 hoped when the book is published, it will be a source of revenue for the Museum. He would like
34 to have a 20 minute CGI animated presentation done on the museum and on Thomas Whitaker and
35 his two wives.

36
37 Nancy Smith reported the Board needs to prioritize the items that need to be completed,
38 and there is a need for a desk downstairs and a better working environment for Lisa Sommer.

39
40 **NEXT MEETING**

41
42 The next Whitaker Museum Board meeting will be on Wednesday, December 2, 2015 at
43 6:30 p.m. in the Multi-Purpose Conference Room at City Hall.

PRELIMINARY DRAFT

Centerville City Whitaker Museum Board
Minutes of meeting
November 4, 2015

Page 3

ADJOURN

At 5:40 p.m., Nancy Smith made a **motion** to adjourn the meeting. Paul Thomas Smith seconded the motion, which was passed by unanimous vote (4-0).

Spencer Packer, Chair

Date Approved

Connie Larson, Recording Secretary

Whitaker Museum 2016

"The Whitaker" Community Gardens

The Community Garden gives an opportunity to garden in the city. Set east of the Museum, approximately 30 garden plots are put to good use allowing individuals and families to cultivate the art of growing their own produce. Annual fee sponsors events for the Museum. Registration begins February 1st.

Contact Erin Redd at 801-663-1293 or email sixredds@gmail.com

"The Whitaker" 4th annual, Victorian Day Tea (Do we want a Chair for this event or would board members like to help ie...Diane, Nancy, Laura? I do know that the docents love to help with this event)
How much do we want to pay out for this event?

Since the reign of Queen Victoria, the observance of afternoon tea has become a treasured custom in Great Britain. Charles Dickens aptly described the tradition as one "in which we were perfectly contented with ourselves and one another." This event is for ladies age 6 and up.

Saturday, May 21 or 28 Times: 11:30 a.m. & 2:30 p.m. For ladies 6 and up

Reservations and prepayment required. Reservations will begin April 1st at City Hall and thereafter until filled. Information and printable registration forms can be found on the City's website [www.centervilleut.com/](http://www.centervilleut.com/museum) museum event link.

4th annual Haunting at "The Whitaker"

The Haunting has become a tradition. After your family has enjoyed the youth council "Pumpkin Walk", come over to "The Whitaker" and celebrate the season by listening to SPOOKY stories with hot cocoa around the fire. (-----?-----) Fun for all ages

Thursday, October (Lisa, please put this on the same night as the youth council "Pumpkin Walk"),
7:00pm – 8:30pm free event

Visit the Centerville City website for more information or contact the museum at (801) 335-8843 or whitaker@centervilleut.com

"The Whitaker" 3rd annual Cemetery Tours

Scary or Historic?

In Celebration of our founders, this year's cemetery tours will feature stories of Centerville's permanent residents..... Reserve a spot on the Cemetery tour. Award winning Salt Lake City Ghost Tour guide, Julie Barnson, will be the storyteller for this event. (Appropriate for ages 12 and above) Fee

October 21st 7:30pm and 9:00pm ? Twilight or Night? Paid storyteller or local historian?

Reservations and prepayment will be taken at City Hall or online at the Centerville City Website / cemetery tours link beginning October 1st until filled.

Museum (801) 335-8843 or whitaker@centervilleut.com

"The Whitaker" 3rd annual Zombie Family Fun Run

Bring your family, friends or fiends and run the course not knowing what lurks around the next bend. Dress up...raffle ticket awards from local sponsors, will be given for stealth and not speed. All ages are invited. How often can you be chased by a dead guy? Fee

Zombie photo opportunity available after the race. Fee

October 22 or 29? - 8:00am Zombie 5K / 9:00am Children's half-mile run (no Zombies)

Reservations and prepayment required. Early registration, payment and shirt orders may be made at City Hall or online at the Centerville City website, zombie run link, beginning Sept. 15 and ending Oct. 10.

Museum at (801) 335-8843 or email whitaker@centervilleut.com for more information.

3rd annual Christmas at "The Whitaker"

"The Whitaker", invites you to step back in time to an old fashioned Christmas. Enjoy music, a treat and a vintage craft. Do we want to offer photos with Santa and if so how much do we want to pay for a Santa? Problem with letters answered by Santa?

Santa will be coming soon to good little boys and girls. Come and write a letter to Santa- and we will send it to the North Pole. Santa will send you an answer in the mail.

"Old Fashioned" sepia pictures with Santa Claus between the hours of 3:30pm and 5:30pm. Fee

December 1,8,15 10:00am – 6:00pm Free event

The museum will be closed the week of Christmas and New Year's.

Contact the Museum at (801) 335-8843 or whitaker@centervilleut.com for more information.

Keeping Centerville's Stories Alive at "The Whitaker" 2nd Tuesday of Every Month

The museum will host exciting guests, all year long, who will share Centerville's great heritage. Learn about our founding fathers and such Will Streeper, B. H. Roberts, Chase, Walton, and many more. Join us each month for something new! And live in Centerville with pride!

Feb 9 Story Telling

Mar 8 Story Telling

Apr 12 Story Telling

May 10 Story Telling

Jun 14 Story Telling

Jul 12 Story Telling

Aug 9 Story Telling

Sep 13 Story Telling

Oct 11 Story Telling

Nov 8 Story Telling

Dec 13 Story Telling

Paul are you and Gail available and willing to continue chairing these events? What topics?

2016 At a Glance (Calendar page)

February 1 – Reservations for “The Whitaker” Community Gardens will be accepted until filled

February 10 at 7:00pm – Stories at The Whitaker

March 10 at 7:00pm - Stories at The Whitaker:

April 1 – “The Whitaker” Victorian Day Tea reservations begin. Reservations accepted until filled

April 14 at 7:00pm – Stories at The Whitaker:

May 12 at 7:00pm - Stories at The Whitaker:

May 21 or 28? – “The Whitaker” Victorian Day Tea Party. Reservations and prepayment required

June 9 at 7:00pm - Stories at The Whitaker:

July 14 at 7:00pm – Stories at The Whitaker

August 11 at 7:00pm- Stories at The Whitaker:

September 8 at 7:00pm – Stories at The Whitaker

October 13 at 7:00pm – Stories at The Whitaker:

October? 7:00pm - 8:30pm: The Haunting at “The Whitaker” (The date will coincide with the Pumpkin Walk)

October 24 – Gleaning of “The Whitaker Community Gardens (All Day) I would like to offer this to the gardeners

**October 22 – “The Whitaker” Zombie Family Fun Run – 8:00am 5k / 9:00am kids half mile (no zombies)
Discount for early registration**

October 23 – The Whitaker Cemetery Tours reservations required. (appropriate for 12 and above)

November 10 at 7:00pm – Stories at The Whitaker:

December 1 – Christmas at the Whitaker: 10:00am – 6:00pm. (Free event)

Old Fashioned sepia pictures with Santa 4:30-5:30 (Fee) ?

December 8 – Christmas at the Whitaker: 10:00am – 6:00pm. (Free event)

Old Fashioned sepia pictures with Santa 4:30-5:30 (Fee) ?

December 8 at 7:00pm – Stories at The Whitaker:

December 15 - Christmas at the Whitaker: 10:00am – 6:00pm.

Old Fashioned sepia pictures with Santa 4:30-5:30 (Fee) ?

Do we keep these going?

Centerville's Centennial Celebration All Year at "The Whitaker"

"Keeping Centerville's Stories Alive" at "The Whitaker", every second Tuesday at 7 p.m.

The museum will host exciting guests all year long who will share Centerville's great heritage. Join us each month for something new! And live in Centerville with pride!

"Then and Now" Scavenger Hunt

Thaumatrope, stereoscope, thunder-pot, hair box, straightedge, draught, chukaboo, roly-poly pudding pan? Come to "The Whitaker" and find out what and how these items were used by Centerville's founding families. "The Whitaker", scavenger hunt is afoot; come celebrate Centerville. Open every Tuesday between 10:00am and 6:00pm.

Connecting the Dots

Chances are if you are a long time Centerville resident or have the name of Parrish, Walton, Porter, Barber, Cheney, Chase, Folsom, Duncan, Benson, Miles, Rich, etc., in your family line you are a relative to the Whitakers. Come any Tuesday to the museum to learn about Centerville's history and your own connection to it. You can also find your connection through the Genealogy chart display.

Timeline Chart

View the sequential course of events that shaped where we are today. The display charts the relationship between major events that happened in the World, the State of Utah, and especially within our hometown of Centerville. The timeline takes us from just before 1847 through the present. Self-guided tour any Tuesday between 10:00 am and 6:00 pm

Centennial Coins at "The Whitaker"

Visit "The Whitaker", for a tour and take home a souvenir wooden coin celebrating, Centerville's Centennial. The museum is open every Tuesday from 10:00am to 6:00pm.

We have hundreds of these left. Do we make new ones just smaller numbers and have them available at other places. Or only for special events? Do we keep passing them out even though they were last year's coins? Next year is Thomas Whitaker 200 b-day.

Keeping Centerville's Stories Alive at "The Whitaker" 2nd Tuesday of Every Month

The museum will host exciting guests, all year long, who will share Centerville's great heritage. Learn about our founding fathers and such Will Streeper, B. H. Roberts, Chase, Walton, and many more. Join us each month for something new! And live in Centerville with pride!

Feb 9 Story Telling

Mar 8 Story Telling

Apr 12 Story Telling

May 10 Story Telling

Jun 14 Story Telling

Jul 12 Story Telling

Aug 9 Story Telling

Sep 13 Story Telling

Oct 11 Story Telling

Nov 8 Story Telling

Dec 13 Story Telling

Paul are you and Gail available and willing to continue chairing these events? What topics?

3-5-10 YEAR PROJECTS

One Time Project Expense

Completed Projects

Security

Security Cameras \$2,500

Entry Locks \$500

Essential Preservation & Safety Hazard Projects

Exterior Caulking \$500

➤ Rain Gutters \$1,200*

➤ Soffit & Fascia on North Side \$1,600*

Backdoor screen/storm door \$300

➤ Completion of walk around home \$1,500

➤ Museum sign \$3,000*

Pole Barn for wagons and artifacts \$3,000**

➤ Stone and mortar sealing \$900*

Exterior Painting Windows \$1,200

Wagon Repair x 2 \$500*

Window Shades \$510*

Duct Cleaning \$300

Develop Landscape Master Plan

Accurate Existing Site Plan \$300

Elevation & Survey Plan before landscaping begins \$1,000

Landscaping Plan \$1,000*

Exterior

Sprinkler Repair - City

Carriage Doors \$1,200*

Driveway & Parking - City

Drip System between West/South sidewalk & museum - City

Drip system between West/North sidewalk and museum - City

Complete flower bed planting West/South side \$200*

Complete flower bed planting West/North side \$200*

Replacement Trees \$1,200*

Plant Identification Plaques \$1,000*

Exterior Lighting

Porch Lighting \$600

Repair/redo walk around home \$1,500*

Reproduction of stolen gate/supplies \$200*

Interior

Major Donor Plaque \$300*

○ Kitchen Faucet \$400

Donation Boxes \$100*

○ Signs \$500 (*do not touch, watch your step, hours of operation*)

Handicap ramp \$1,500

Time period furniture \$8,000*

Bathroom Door \$200*

Vacuum \$100

Work Desk/Laptop \$700

Special Projects

File Extraction \$1,000

○ Centerville Centennial Projects - \$500 donation from Centennial Committee, overage covered by WMB

Documentary "The Story begins here" DVD of founding fathers by Historian Paul Smith \$3,000

Children's Coloring Book - Educational activity book that allows hands-on learning for younger ages.

○ Appraisals on Museum valuables – City

Portrait of Brigham Young for Gathering Room \$2,000*

Territorial Map

*Indicates possible Museum shared efforts to accomplish through Eagle Scout Projects, Volunteers, Fundraisers, in kind services, grants.

➤ Indicates CLG projects to be completed by August 30, 2015

○ Indicates projects to be completed with museum funds 2015

INTERIOR

Better phone system
 Display tags (don't touch, watch your step, etc.)
 Museum brochure
 Museum Website
 Name tags/volunteer tags
 Need new business cards, many left but outdates
 Paint interior windows (Tory Friddle)
 Refinish original wood flooring
 Security system hooked up with City Hall
 Shelves in attic and utility room for storage

Kitchen

- convert stove to electrical
- functioning kitchen sink

Grand Room

- one display case
- create Centerville's history video "The Story begins Here"
- edit all past Story telling videos & make them available to b

Carriage House

- digitize archive records
- restore inside to what?
- set up office (desk, chair, lighting, phone)

Parlor

- re-do Thomas photo
- area rug
- donation box
- functioning stove (Fireplace?)

Upstairs

- did the bathroom fixture get upgraded & installed?
- bathroom light fixture
- hallway completed with door and shelves
- wedding dress in protective glass box?

EXTERIOR

Beekeeper (We have money to purchase bees this spring)
 Barn/Bishops Storehouse/Social Hall

- multiple purposes - i.e., storage of wagon, benches, other farm tools, overflow for larger events, rental area, etc.
- This could be our income opportunity (reunions, weddings, dances, quilt shows. Community oppurtunities, poetry readings, recitals.....)

Exterior event calendar display

Metal holder to display other events (large vinyl signs)

Possibly display events on the power pole w/banners

Outdoor picnic table and bench

Outdoor authentic hand pump for drinking fountain

Permanent place to hang Storytelling sign

Remove ground cover and put grass under trees

Refurbish Entry

- archway, concrete crack, wood trim
- complete threshold at both East doors

Exterior Lighting/electrical outlets

- walkways, sign, parking area

Landscape (finish landscape plans for council approval - including p

- slope around kitchen/archive room - rock work
- camouflage around utilities
- create north and east flowerbeds
- relocate flag?
- sprinklers for entire yard, including flower beds
- fruit trees & mulberry trees planted
- flower bed plaques with messages
- level ground under grass on Northside (events)

Parking Area

- determine ingress/egress points
- create more parking

Replace kitchen door with period door

Re-point chimney and rock portion of home

Restoration of Carriage House

- carriage doors
- driveway
- relocate gas meter

School House functioning as...?

- storehouse, summer kitchen, additional displays?
- needs better windows and door

Sealant to cedar shingles (both)



Google earth

feet
meters

200

80



Approx 25 Parking Spaces.
Project Budget \$80,000 - \$100,000