



CENTERVILLE CITY

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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, February 3, 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** – January 6, 2016 meeting minutes
2. Garden Report by Erin and Brian Redd
3. Potential Grant and RAP Tax projects
4. 2014 - 2015 fiscal carry over from the operation budget and potential use for carriage/garage office
5. Member Reports
 - a. Paul Smith - Thomas Whitaker Bio; The Story Begins Here; Centerville Founding Families DVD and potential \$3,000 budget
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 Centerville City Whitaker Museum Board meeting held Wednesday, January 6, 2016 at 6:30 p.m. in the Administrative Conference Room at City Hall, 250 North Main Street, Centerville, Utah.

PRESENT

Diane Chamberlain

Spencer Packer, Chair

Nancy Smith

Paul Thomas Smith, arrived at 6:40 p.m.

ABSENT

Laura Toney

STAFF PRESENT

Stephanie Ivie, City Council Liaison

Lisa Linn Sommer, Whitaker Museum Director

Connie Larson, Recording Secretary

MINUTES REVIEW AND APPROVAL

Minutes of the November 4, 2015 meeting minutes were reviewed. Chair Spencer Packer made a **motion** to approve the minutes as amended. Nancy Smith seconded the motion, which was passed by unanimous vote (3-0).

2016-EVENT CALENDARING

The Board acknowledged Councilwoman Stephanie Ivie and thanked her for attending and expressed appreciation for her serving as City Council Liaison for the Museum Board. The Board meetings will continue to be held on the first Wednesday of each month until arrangements can be made for another recording machine. Lisa Linn Sommer, Whitaker Museum Director, distributed the fiscal budget for the fiscal year 2015.

At 6:40 p.m., Paul Thomas Smith arrived at the meeting.

The Board reviewed the yearly events that are held at the Museum. The Stories at the Museum activity will be held only from April through November this year, instead of each month. Christmas at the Whitaker in December will include Santa Claus this year, and Ross Smedley has already committed to be Santa Claus. The Haunting at The Whitaker, and the Heritage Market in October will be put on hold for 2016.

Nancy Smith made a **motion** to approve the 2016 Calendar of Events for the Whitaker Museum. Diane Chamberlain seconded the motion, which was passed by unanimous vote (4-0).

RAP TAX PROJECTS DISCUSSION

The Board reviewed the RAP Tax Project List for the Whitaker Museum for 2016.

Interior

Phone system
Restore office
Digitize Records
Edit past videos
Second recording device
Brochure
Website
Paint interior walls
Refinish wood flooring
Security system
New business cards
Security system
Shelves-attic & utility room
Insurance writer
Electrical covers
Touch up painting

Kitchen

Convert kitchen
Digitize records
Running water in sink

Grand Room

Display case
Centerville's history
Edit past videos

School House

Windows
Door
Sealant to cedar shingles
Front gutters
Plant ID signs
Replace Trees
Replace trees
Backdoor screens

Carriage House

Carriage doors
Name tags
Display tags/signs
Driveway to carriage house
Move gas meter

Upstairs

Bathroom light fixture
Hallway/door shelves
Wedding dress/protective box

Parlor

Redo Thomas' photo
Area rug
Donation box
Functional fireplace
Barrel vault-lighter paint
Routine extermination

Exterior

Beehives
Barn/social hall
Exterior calendar display
Drinking hand pump
Sign Brackets for Story Telling events
Replace kitchen door with period door
Repair concrete crack on front step
Wood in entryway
Exterior Security lighting
Repoint chimney/seal
East door threshold
Outdoor picnic table
Park at City Hall sign on snowy days

Landscape Plan

Sprinklers
Parking/egress & ingress
Level north grass
Accurate site plan& elevation/survey plan

MISCELLANEOUS BUSINESS

The Whitaker Museum Board expressed their appreciation to Lisa Linn Sommer, Museum Director, for her work and efforts at the Museum during the past year.

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NEXT MEETING

The next Whitaker Museum Board meeting will be held on Wednesday, February 3, 2016 at 6:30 p.m. in the Administrative Conference Room at City Hall.

ADJOURN

At 9:00 p.m., Diane Chamberlain made a **motion** to adjourn the meeting. Nancy Smith seconded the motion, which was passed by unanimous vote (4-0).

Spencer Packer, Chair

Date Approved

Connie Larson, Recording Secretary