



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

Tamelyn Fillmore

William Ince

Stephanie Ivie

George McEwan

Robyn Mecham

City Manager

Steve H. Thacker

Whitaker Museum Board Meeting Agenda

Wednesday, March 2, 2016, 6:30 p.m.

Multi-Purpose Room (downstairs) 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. Community Garden report – Brian and Erin Redd
2. **Minutes Review and Acceptance** – February 3, 2016 meeting minutes
3. Discuss and decide the project list request for the City Council, as per email from Steve Thacker
4. Board Member Reports
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

NOTE: Due to security concerns with having the office door left open during Committee/Board meetings, the Whitaker Museum Board meetings will be held downstairs in the multi-purpose room. You will need to enter through the door on the north side of the building.



PRELIMINARY DRAFT

Minutes of the Whitaker Museum Board meeting held Wednesday, February 3, 2016 at 6:30 p.m. in the Administrative Conference Room at City Hall, 250 North Main Street, Centerville, Utah.

PRESENT

Diane Chamberlain, (via telephone)
Spencer Packer, Chair
Nancy Smith
Paul Thomas Smith
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 January 6, 2016 meeting minutes were reviewed. Nancy Smith made a motion to approve the minutes as amended. Laura Toney seconded the motion, which was passed by unanimous vote (5-0).

GARDEN REPORT BY ERIN AND BRIAN REDD

This item will be moved to the March meeting.

POTENTIAL GRANT AND RAP TAX PROJECTS

Lisa Linn Sommers, Whitaker Museum Director, reported Steve Thacker has given approval for the Museum to receive \$10,000 from the RAP Tax, with a potential of a \$10,000 match from the City or from another source. The Board reviewed projects that need to be completed and prioritized them as follows:

- Wedding dress preservation/glass case.
- Digitize and archival of records.
- Ceiling, lighting, and heating.
- Kitchen faucet.
- DVD on founding fathers of Centerville by Paul Thomas Smith.
- Restore and repair backdoor (east side).

2014-2015 FISCAL CARRY OVER FROM THE OPERATION BUDGET AND POTENTIAL USE FOR CARRIAGE/GARAGE OFFICE

Lisa Linn Sommer, Whitaker Museum Director, reported there is carry over money from the Operational Budget in the amount of \$18,104.69. The Board discussed how this money will be used, and it was agreed to use the money for furnishings at the Museum, and for the making of the DVD on Centerville's founding fathers.

MEMBER REPORTS

- a. Diane Chamberlain reported the Board should elect a chair and vice chair for 2016.

Diane Chamberlain made a **motion** to elect Spencer Packer as chair of the Whitaker Museum Board for the year 2016. Nancy Smith seconded the motion, which was passed by unanimous vote (5-0).

Diane Chamberlain made a **motion** to elect Nancy Smith as vice chair of the Whitaker Museum Board. Paul Thomas Smith seconded the motion, which was passed by unanimous vote (5-0).

- b. Lisa Linn Sommer reported on the Past Perfect Computer Program upgrade which is \$300.00. The training session is \$85.00 per session, which Lisa said she needs to attend three sessions. The training sessions are on the computer.

Nancy Smith made a **motion** to approve the Past Perfect Invoice in the amount of \$300.00, along with three training sessions at a cost of \$85.00 each for Lisa Linn Sommers, and that it will be for public relations. Diane Chamberlain seconded the motion, which was passed by unanimous vote (5-0)

- c. Paul Thomas Smith reported on a new DVD on the founding fathers of Centerville he has begun. The DVD was funded by a grant for \$6,000. There will be no charge for script research and development. Mr. Smith's son, Brandon, has agreed to work for \$25 an hour on this project, which is half of what a professional editor would charge. The DVD's could then be sold for \$10 each, and they would be sold at the 4th of July booth. It is anticipated this project will take two months to complete. An outline of the script will be given to Don Hartley, State History Director, in hopes of receiving a grant from the State for this project.

Paul Thomas Smith reported no single correct work has been written of Thomas Whitaker and his family. Mr. Smith has worked 2,000 hours on researching and writing on the life of Thomas Whitaker and his family. He would like to publish his writings into a book of Thomas Whitaker for his 200th birthday party in May. Each book would cost \$15.

NEXT MEETING

The next Whitaker Museum Board meeting will be held on Wednesday, March 2, 2016 at 6:30 p.m. in the Administrative Conference Room at City Hall.

PRELIMINARY DRAFT

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ADJOURN

At 8:35 p.m., Chair Spencer Packer made a **motion** to adjourn the meeting. Laura Toney seconded the motion, which was passed by unanimous vote (5-0).

Spencer Packer, Chair

Date Approved

Connie Larson, Recording Secretary