Minutes of the Whitaker Museum Board meeting held Wednesday, May 4, 2016 at 6:30 p.m. in the Administrative Conference Room at City Hall, 250 North Main, Centerville, Utah.

MEMBERS PRESENT
Diane Chamberlain
Mel Miles
Nancy Smith, Acting Chair
Paul Thomas Smith
Laura Toney

MEMBERS ABSENT
Spencer Packer, Chair

STAFF PRESENT
Stephanie Ivie, City Council Liaison, arrived at 6:50 p.m.
Lisa Linn Sommer, Whitaker Museum Director
Connie Larson, Recording Secretary

MINUTES REVIEW AND ACCEPTANCE

Minutes of the April 6, 2016 meeting minutes were reviewed. Mel Miles made a **motion** to accept the minutes as written. Diane Chamberlain seconded the motion, which was passed by unanimous vote (5-0).

BOARD MEMBER REPORTS

Laura Toney said she will contact the Ford family during the coming month, and ask for a member of the family to speak at the September "Centerville Stories" lecture series.

Paul Thomas Smith distributed the proof for the book he has written on Thomas Whitaker. It was anticipated the book would cost $23.95 each to print, but it will actually cost around $35.00 to print each book. It is hoped the books will be ready by May 16th. Mr. Smith will be meeting with the Whitaker descendants about the book that will be forthcoming.

"Centerville Stories" lecture series is on May 10th, and the presenter will be the Landmark's Commission conducting a walking tour of historical homes at 7:00 p.m. starting at the Museum. In addition to this event on May 10th, Mr. Smith will stay at the Museum to meet with family members as many have indicated they will be there to meet with Paul. He will discuss the book, and a medallion coin of raised antique medal made for Thomas Whitaker for his 200th birthday. The cost per medal will be $7.00 each. Also, there will be an informal birthday party in honor of Thomas Whitaker's 200th Birthday at the Museum on May 16th, from 1:00 p.m. to 6:00 p.m. for the descendants of Thomas Whitaker. Both Laura Toney and Lisa Sommer have indicated they will take turns assisting Paul during this time, and cake will be served. The actual celebration will take place in August, but emails will go out advertising all three nights, so that different interested parties can have a choice in participating on a night that works best for them, as some will be coming from out of town.

At 6:50 p.m., Councilwoman Stephanie Ivie arrived at the meeting.

Lisa Linn Sommer, Museum Director, thanked the Board for cleaning the school house/summer kitchen. A bid to have the windows cleaned inside and out is $150.00. The marquee has been ordered with an eight-foot long pole made of powder coated aluminum. This marquee will allow for events to be advertised by slipping paper in and out of the glass, which will be more visible. The Board discussed and agreed they would like several campaign type signs made that will be displayed in various locations advertising the monthly Story Telling events. The preferred choice was a subtle sepia picture of the Museum in the background. Name tags for the Museum docents have been ordered. Andrea Richman, Burnadel Nelson, and Mikki Whitehead are new docents at the Museum.

Lisa also reported that Mike Smith has downloaded the recordings from the story telling events onto a DVD. Larry Wright has volunteered to edit the DVD's. The archival tissue paper and muslin have been ordered, and the metal shelves have been received. Jennifer Ortiz from the Utah Department of Arts and Museums will be coming in June to do a walk-through of the Museum. Nancy Smith did the locks and keys for the cabinets. Steve Thacker, City Manager, asked Chair Packer to check the corner of the museum where the tree hit during the recent wind storm. The soffit was knocked off, and there is a small bulge in the bathroom wall. The Parks and Recreation Department removed the tree. The Mother's Day Tea is on May 21st, and the Parks Department will be coming to weed and get the yard ready. J&L Garden Center will be donating shrubs for the Mother's Day Tea. All of the garden plots are full, and the irrigation water line has been repaired.

FY 2017 PROPOSED BUDGET

Lisa Linn Sommer, Museum Director, reported on the Whitaker Museum Budget for FY 2017. Steve Thacker, City Manager, has no objection to the Board proceeding with the virtual Museum video tour on DVD before the FY2017 Budget is approved by the City Council, with the understanding that if the City Council does not approve that portion of their budget request, the City has no obligation to pay for any work already done.

Nancy Smith commended Lisa Linn Sommer on the care she has given the Museum. Although she has sympathy and understands the reason around 15 hours have been used to clean and weed flower beds, etc., she feels strongly that her hours should not be used for weeding. In light of that, and respecting the pressures that Bruce Cox has in early spring with limited employees until the summer crew is available. Nancy reported she contacted Seasons Four Lawn Care Business on what they would charge to take care of the Museum grounds during the summer months. They would charge $45 per week to mow, edge, and take away the lawn clippings. The biggest concern is the condition of the flower beds, and the reflection this has on those that are volunteering as docents and Lisa as the Director. If the flower beds were to be included they could do this service on a monthly, weekly or bi-monthly fee for an additional $15 per time. The Board was unanimous in their concerns that an earlier exterior maintenance was needed before May, and felt the option should be discussed with Bruce Cox. This items will be discussed with Chair Packer and Steve Thacker before being presented to the City Council.

CLG PROJECTS

Lisa Linn Sommer, Museum Director, reported the CLG Grant was approved, and Steve Thacker is supportive of presenting to the Council to match the grant. The proposed projects cannot begin until July. The Board discussed the kitchen sink for the Museum, and where the water should come from. Paul Thomas Smith suggested the hand pump for the sink, as it is a teaching tool for the tours. Lisa will continue to research sinks for the Museum. There is the possibility that the screen door in the basement can be shaved down and made to fit the Gathering Room door.

NEXT MEETING

The next Whitaker Museum Board meeting will be on Tuesday, June 28th at 6:30 p.m. in the Business Office Conference Room at City Hall.

ADJOURN

At 7:45 p.m., Mel Miles made a **motion** to adjourn. Laura Toney seconded the motion, which was passed by unanimous vote (5-0).

Nancy Smith, Acting Chair

6-21-2016
Date Approved

Connie Larson, Recording Secretary

CENTERVILLE CITY N.C. CORPORATE SEAL