



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

Tuesday, December 6, 2016, 12:00 noon
Lunch Room at City Hall (Luncheon Meeting)
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.

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12:00 noon **A. BUSINESS**

1. **Minutes Review and Acceptance** – November 15, 2016 meeting minutes
2. 2017 calendar of events
3. CLG bids and calendar
4. Spencer report of possible site plan improvements with RAP tax funds
5. Next Meeting _____

B. ADJOURN

Marsha L. Morrow, MMC
Centerville City Recorder

Note: Please note this is a luncheon meeting and will start at noon and only be for 1 hour. It is being held in the lunch room-turn left as you enter the main doors on the east side. It is pot luck, so bring something to share.

PRELIMINARY DRAFT

Minutes of the Centerville City Whitaker Museum Board held Tuesday, November 15, 2016 at 5:00 p.m. in the Administrative Conference Room at City Hall, 250 North Main Street, Centerville, Utah.

MEMBERS PRESENT

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

MEMBERS ABSENT

Spencer Packer, Chair

STAFF PRESENT

Lisa Linn Sommer, Museum Director
Stephanie Ivie, City Council Liaison
Connie Larson, Recording Secretary

MINUTES REVIEW AND APPROVAL

Minutes of the August 23, 2016 meeting minutes were reviewed. Mel Miles made a motion to approve the minutes as amended. Diane Chamberlain seconded the motion, which was passed by unanimous vote (5-0).

REVIEW OF 2017 CALENDER

Lisa Linn Sommer, Museum Director, reported activities for the Museum are due December 1st to Lisa Summers for the Centerville Recreation Booklet.

Mel Miles said he doesn't see the connection with the Zombie Run and the Whitaker Museum. He suggested letting the City sponsor it if they want to continue to have it. He further stated he didn't see a compelling need to sponsor a certain number of events each year that are not money makers.

Nancy Smith supports all the current events only if there are chairs to take the burden off Lisa and the Board. She said Mike Scouten wants to chair the Zombie Run next year, so he can take it and run with it. Because there is an individual who has already met and has asked to chair this event, she suggested giving it another year and then decide if the Board wants to continue with it. It was also suggested to add "Whitaker" to the Zombie Run to help market the Museum, and the Board agreed.

Paul Thomas Smith said he would like to change the name of the Victorian Tea Party to Elizabeth's Tea Party.

1 Lisa Linn Sommer, Museum Director, discussed the events for December. She suggested
2 having Santa from 4:00 p.m. – 6:00 p.m., and have the people take their own pictures with Santa
3 rather than providing this service and charging. The Youth Council will continue with letters from
4 Santa. She also said the Board will have a Youth Council liaison that will start coming to the
5 Board meetings in January.

6
7 Nancy Smith provided the Board with the Story Telling lineup for 2017. She suggested
8 not starting the Storytelling until April. After discussion, the Board agreed with the following
9 lineup:

- 10
11
- April 11 – Vestil Harrison, presented by CeCe Foxley, and Rulon Harrison.
 - 12 • May 9 – Life & Times of Park Randall, presented by Jenille Fraizer and Marnell Knight.
 - 13
 - 14 • June 13 – Centerville Shenanigans – presented by Paul Tingey, wife Vicki and sister Roseanne.
 - 15
 - 16 • July 4 – Open Museum on 4th instead of the 11th having the docents from 11:00
 - 17 a.m. to 1:00 p.m. (Lisa Sommer ~~Naney~~ will check with Judy Gunn to see if she
 - 18 would chair the 4th of July).
 - 19 • August 8 – Cemetery “Twilight Tours” – presented by Paul Smith.
 - 20 • September 12 – The Ford Family – presented by Margot Hovley (Laura Toney will
 - 21 make contact with her to provide additional names she has worked on getting for
 - 22 the Ford presentation).
 - 23 • October 10 – The Lund Home orphanage – presented by Robin Jensen (it was
 - 24 suggested to put the range of years the orphanage was open).
 - 25

26 Laura Toney also suggested to put on the list for future Storytelling the following:

- 27
- 28 • Sheriffs have declined, but said they would be willing to be on a panel.
 - 29 • Lloyd Carr.
 - 30 • Ann Allred – she wrote two chapters in the Centennial Book.
 - 31 • Janet Plewe – her father grew up here. She said she would be willing to be on a
 - 32 panel.
 - 33 • Paul Thomas Smith – March or November.
 - 34

35 Paul Thomas Smith suggested identifying groups that would be most interested, i.e., SUP
36 and DUP, and give them the schedule. He also suggested meeting with the teachers of 4th and 7th
37 grades to talk about what they have at the Museum. He said they should change it up a bit each
38 year to make it more interesting. Mr. Smith will make the contacts to set it up.

39
40 It was suggested that Paul Thomas Smith give a 45 minute presentation on the “Man behind
41 the Museum” on March 14th. This will be added to the list of Storytelling.

1 Mel Miles made a **motion** to approve the Storytelling line up for 2017, and to present it to
2 the City Council. Laura Toney seconded the motion, which was passed by unanimous vote (4-0).
3 (Paul Smith had stepped out of the meeting, so he didn't vote).
4

5 **RAP TAX OVERVIEW**
6

7 Lisa Linn Sommer, Museum Director, explained the RAP tax distribution was approved
8 by the City Council. The Museum will receive five percent; Parks & Recreation 85 percent;
9 CenterPoint five percent; and Contingency five percent. Lisa said that would give the Museum
10 approximately \$18,000 the first year of which \$8,800 might be used as a match for a grant, leaving
11 \$10,000 for this year.
12

13 **CLG UPDATES**
14

15 Lisa Linn Sommer, Museum Director, explained she and Nancy Smith found a sink cabinet
16 for \$40, and the sink cost \$20. It will need a little work, but Jim Rohletter will antique the sink,
17 and they can use the savings to work on the office downstairs.
18

19 **GARDEN PLOTS AND YARD MAINTENANCE**
20

21 Lisa Linn Sommer, Museum Director, reported the cost for renting the garden plots will
22 remain the same for 2017. The large plots will cost \$35, and the small plots will cost \$25. The
23 Board discussed spring clean-up and maintenance of the Museum grounds. Laura Toney will
24 contact Kelly Brandon and ask him what he would charge to clean the grounds for the Mother's
25 Day Tea.
26

27 **BEEHIVES**
28

29 Lisa Linn Sommer, Museum Director, reported she has found a couple who are willing to
30 take over the beehives. They would like to have a group of people present when they remove the
31 first batch of honey, so that people can see how it is harvested.
32

33 **BOARD REPORTS**
34

35 Diane Chamberlain said the docents have made a request to close the Museum at an earlier
36 time (5:30 p.m. instead of 6:00 p.m.) during the winter months. She said it is usually not busy the
37 last half hour, and it gets dark early now. The Board discussed this, and determined the docents
38 could make the call if it isn't busy at 5:30 p.m. to close early. The time on the Museum shows it is
39 open. They could also put the notice on the marque. At the next Board meeting, the Board will
40 discuss the marque.
41

42 Lisa Linn Sommer presented the new name tags to the Board.

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NEXT MEETING

The next Board meeting will be held on Tuesday, December 6, 2016 at noon for a luncheon/meeting. The luncheon will be potluck, and will last only one hour. The meeting will be held in the kitchen.

ADJOURN

At 6:46 p.m., Mel Miles made a **motion** to adjourn the meeting. Diane Chamberlain seconded the motion, which was passed by unanimous vote (5-0).

Nancy Smith, Acting Chair

Date Approved

Connie Larson, Recording Secretary