

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

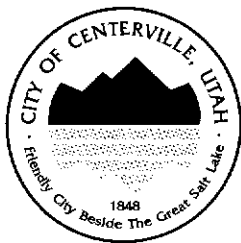
George McEwan

Robyn Mecham

City Manager

Steve H. Thacker

***THE WHITAKER
MUSEUM BOARD
MEETING
SCHEDULED FOR
TUESDAY,
JANUARY 24, 2017
IS CANCELLED DUE
TO LACK OF
QUORUM***



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Whitaker Museum Board Meeting Agenda

Tuesday, January 24, 2017, 6:30 p.m.

Administrative Conference Room

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** – December 6, 2016 meeting minutes
2. **Director's Report**
 - a. Numbers Report 2016
 - b. Docent Reports
 - c. Input on items of business with board member below
3. **Board Reports**
 - a. Chair Packer - Don Hartley report / CLG initial inspection
 - b. Mel and Nancy - Quarterly budget review discussion on CLG, RAP and City fund match
 - c. Nancy Smith - Policy and Ordinance discussion, Service
 - d. Paul Smith - Documentary progress with a few ticklers, Book Sales report
 - e. Diane Chamberlain - Items of interest
 - f. Laura Toney - Fourth of July, future Centerville Stories feature
4. **Next Meeting** _____

B. ADJOURN

Marsha L. Morrow, MMC
Centerville City Recorder

Note: Please remember to enter building through north door and go up the stairs to conference room.



PRELIMINARY DRAFT

Minutes of the Centerville City Whitaker Museum Board held Tuesday, December 6, 2016 at 12:00 noon in the lunch room at City Hall, 250 North Main Street, Centerville, Utah.

MEMBERS PRESENT

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

STAFF PRESENT

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

MINUTES REVIEW AND APPROVAL

Minutes of the November 15, 2016 Whitaker Museum Board meeting were reviewed. Mel Miles made a **motion** to approve the minutes as amended. Diane Chamberlain seconded the motion, which was passed by unanimous vote (6-0).

VIDEO ON CENTERVILLE'S HISTORY

Paul Thomas Smith reported he works four to five hours each day on the video he is making on Centerville's history. He is currently doing the editing and rewriting. Steve Thacker, City Manager, has requested the City Council would like the video completed by December 2017.

2017 CALENDAR OF EVENTS

Nancy Smith reported on the storytelling for the next year. She was able to make contacts and secure the presenters from March to October. Recommending that the Twilight Tour be changed to earlier in the year based on feedback from the community and to also use it as the August storytelling night. July is open and if the Director can secure docents for an open house, the museum would love to support the July 4th festivities again. Lisa Sommer reported on the events indicating two additions, Clara Goudy Day September 5th and Vestil Harrison Day, March 18th. These will be during regular business hours and refreshments will be served with possible memorabilia reflecting their lives.

The Victorian Tea will now be called Elizabeth's Victorian Tea, and it will be held on June 3, 2017. There will be 160 guests maximum allowed, and Lori Henderson will be the chair of this event. The Cemetery Twilight Tour with Paul Thomas Smith will be held on August 18th, and admission is free. The Zombie Run will be held on October 28th, and it will be free of charge. Mike Schouten has agreed to be in charge of this event.

CLG BIDS AND CALENDAR

Chair Packer reported there are three bids that are waiting to be received. Nancy Smith will be meeting with a contractor tomorrow on bids for grant projects. Deadlines for completion of the work and submission to the State.

**SPENCER PACKER'S REPORT OF POSSIBLE SITE PLAN IMPROVEMENTS
WITH RAP TAX FUNDS**

Chair Spencer reported he contacted Wally Cooper, who has done work on LDS Church historical sites. He has done work on especially very difficult projects. Chair Packer displayed a preliminary map of the Museum site, and he discussed proposed changes to the site. Chair Packer showed the proposed drawings to Steve Thacker, City Manager, and the direction he received from the Mayor is they are in compliance with the Master Plan for the City Hall property. His proposal is for the existing driveway into the Museum at this time would be paved without gutter or sidewalk, and then clear some of the vegetation on the east side to increase the number of parking stalls to the north. This would be a three-year plan. This would take care of most of the day to day needs as most events where there is a large number of people are already being held at City Hall, so the guests are already parking at City Hall.

Chair Packer discussed the need for outside pole lighting in the parking area. There should be four to five light poles, which cost around \$1,500 each. Lisa Sommer suggested using Ron Randall's poles. He said the vision for the Museum is to be a heritage museum, not an ecstatic museum. The Board needs to define the vision of the three to five to ten-year plan. Chair Packer will present this conceptual plan tonight to the City Council.

Nancy Smith made a **motion** for Chair Spencer Packer to present the idea of doing a five to eight-year lighting, parking, and pathway plan for the Whitaker Museum. With the recommendation to improve the existing parking (possibly adding a few more) and asphaltting the driveway with a rolled end and installing 4-6 light poles. This will improve safety concerns and address the needs of most small events and the larger groups would continue to be held at City Hall, using City Hall parking. This plan is to be presented to the City Council tonight. Mel Miles seconded the motion, which was passed by unanimous vote (6-0).

NEXT MEETING

The next Whitaker Museum Board meeting will be held on Tuesday, January 24, 2017 at 6:30 p.m. in the Administrative Conference Room at City Hall.

ADJOURN

The meeting was adjourned at 1:40 P.M.

Spencer Packer, Chair

Date Approved

Connie Larson, Recording Secretary