

1 Minutes of the Whitaker Museum Board meeting held Wednesday, December 13, 2017 at 5:00
2 p.m. in the Administrative Conference Room at City Hall, 250 North Main Street, Centerville,
3 Utah.

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5 **MEMBERS PRESENT**

6 Diane Chamberlain

7 Mel Miles

8 Spencer Packer, Chair, was excused at 6:56 p.m.

9 Nancy Smith

10 Paul Thomas Smith

11 Laura Toney

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13 **STAFF PRESENT**

14 Lisa Romney, City Attorney, was excused at 6:50 p.m.

15 Stephanie Ivie, City Council Liaison, was excused at 5:40 p.m.

16 Connie Larson, Recording Secretary

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18 **VISITOR**

19 Clark Roberts

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21 **B.H. ROBERTS FAMILY DISCUSSION ON POSSIBLE DONATION OF**
22 **FURNISHINGS**

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24 Clark Roberts, a great grandson of B. H. Roberts, was welcomed to the meeting. B. H.
25 Roberts, a Mormon pioneer and leader in the LDS Church, had three wives, one of which lived in
26 Centerville. Her name was Celia Dibbles, and she married B. H. Roberts in 1884. She lived in
27 Colorado to escape prosecution from polygamy, but moved to Centerville and lived in the home
28 located at 300 East and 300 South until her death in 1936. Mr. Roberts displayed pictures of the
29 furnishings that were in Celia's home that the Roberts family would like to donate to the Whitaker
30 Museum. Mr. Roberts also displayed a history book his father, Richard Roberts, wrote about B. H.
31 Roberts and the history of Centerville that he will donate to the Museum.

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33 Mr. Roberts explained his parents lived in Ogden for many years, and a neighbor from
34 Sweden, Agdna Thornblad, gave his mother a weaving loom in the 1970s. The loom is believed to
35 be of Swedish origin, but it is not known what year it was made. This loom is also available for
36 donation to the Museum. The Board agreed measurements will need to be taken of the furniture to
37 see what items can fit in the Museum.

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39 At 5:40 p.m., Stephanie Ivie, City Council Liaison, was excused from the meeting.

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41 Mr. Roberts said he will need appraisals on the furniture for his father's estate. Chair
42 Spencer Packer asked for photos to be taken of the furniture to be given to an antique dealer for
43 evaluation on the age and value of the furniture. This will help the Roberts family to have a formal
44 appraisal should they feel one is needed. Paul Thomas Smith said he will contact his friend, who
45 is in charge of furnishing historic buildings for the LDS Church for his help in evaluating the
46 furniture.

POLICY REVIEW WITH CITY ATTORNEY

Lisa Romney, City Attorney, explained the Board has been working on drafting and creating a set of policies and procedures for the Whitaker Museum for a number of years. Ms. Romney indicated that the Board is getting close to a final draft of the proposed policies. At the July 11, 2017 meeting, the Board reviewed most of the policies and provided staff with input and direction on some final changes. These requested changes have been made to the policies and they are now ready for final review. Ms. Romney also noted that she has converted the policies to an electronic format and has uploaded them to the Municipal Code Online platform for easier online access and availability. The Board reviewed the final draft of the policies and made a few minor recommended changes. The policies that required changes from the July 11th meeting were displayed, along with the Mission Statement that was added. Ms. Romney said if the policies are acceptable to the Board, the next step would be to submit the proposed policies to the City Manager for his review and then to the City Council for review and adoption.

Nancy Smith asked for clarification of a resolution and an ordinance. Lisa Romney explained resolutions and ordinances are both legislative actions. Resolutions are for adopting fees or policies, and that ordinances generally adopt matters that will be codified in the City Code. Resolutions have lesser standards and they don't have to be posted. Ordinances must be posted and are codified in the municipal code. The Whitaker Museum Board is an advisory board and does not have legislative authority.

Mel Miles stated that Lisa Linn Sommer, Museum Director, has expressed concerns about the Museum Director duties, but has acknowledged she is doing most of the duties listed in the policy. She was concerned about being required to meet an arbitrary deadline, but there isn't anything listed that requires a deadline. A number of the required duties were also revised to a more permissive standard as "should" or "may" be performed.

Mel Miles made a **motion** to approve the Whitaker Museum Policy and Procedures as outlined, and recommended sending it to the City Council for approval. Laura Toney seconded the motion, which was approved by unanimous vote (6-0).

At 6:50 p.m., Lisa Romney was excused from the meeting.

BOARD MEMBER REPORTS

Chair Packer reported an Eagle Scout recently completed oiling the wagon and covered it for the winter. Another Eagle Scout dug the trenches for the four light poles in the parking lot, which will go into the cement bases with ground wire, conduit, and template. The cost of four light posts at retail is \$3,500. Chad Salmon from Salmon Electric donated the boxes for the conduit. The City Council will be asked to write a thank-you letter to Salmon Electric for this donation.

Chair Packer met with Guy Carpenter regarding the French doors for the Carriage House. Each French door will cost approximately \$1,200, and each door will have "V" groove panels, and three pane windows with historical glass. The cost does not include labor.

APPROVAL OF MEETING MINUTES

Nancy Smith made a **motion** to approve the September 26, 2017 meeting minutes as amended. Mel Miles seconded the motion, which was approved by unanimous vote (6-0).

NEXT MEETING

The next Whitaker Museum Board meeting will be held on Tuesday, January 23, 2018 at 6:00 p.m. at City Hall.

At 6:55 p.m., Chair Spencer Packer was excused from the meeting.

BOARD MEMBER REPORTS – CONTINUED

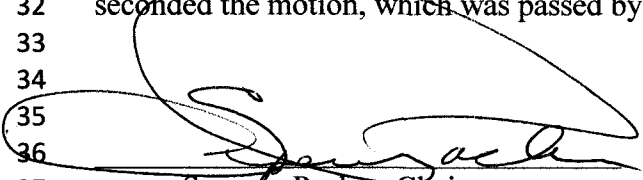
Paul Thomas Smith reported that Dave Parrish gave him \$100 for the Museum. Geri Gibbs took the portrait of Brigham Young to be appraised. A woman in Virginia contacted Mr. Smith to inform him she has a chair from the 1880 time period she would like to donate to the Museum. However, she would like the Museum to pay for the cost of shipping the chair. It must first be determined if there is a place in the Museum for this chair.

Mr. Smith reported there is a serious problem at the Museum with mice. The Board discussed methods of eliminating the mice, but this issue needs to be a budget item for next year. It must be determined if a professional exterminator is needed, but in the meantime, d-CON bait will be used.

Mr. Smith reported 60 more copies of Thomas Whitaker's biography have been printed, and nearly all of them have been presold. Nancy Smith asked about a Christmas luncheon at the Museum on December 19th.

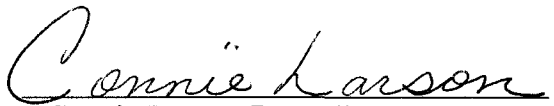
ADJOURN

At 7:10 p.m., Mel Miles made a **motion** to adjourn the meeting. Diane Chamberlain seconded the motion, which was passed by unanimous vote (5-0).


Spencer Packer, Chair

1-23-18

Date Approved


Connie Larson, Recording Secretary

