

1 Minutes of the Whitaker Museum Board meeting held Tuesday, January 22, 2019 at 5:00 p.m. in
2 the Administrative Conference Room at City Hall, 250 North Main Street, Centerville, Utah.

3
4 **MEMBERS PRESENT**

5 Carol Bake, was excused at 6:50 p.m.

6 Diane Chamberlain, arrived at 5:12 p.m.

7 Mel Miles

8 Paul Thomas Smith, was excused at 6:20 p.m.

9 Spencer Packer, Chair

10 Nancy Smith

11
12 **STAFF PRESENT**

13 Stephanie Ivie, City Council Liaison, arrived at 5:10 p.m. and was excused at 5:50 p.m.

14 Lisa Romney, City Attorney, was excused at 5:55 p.m.

15 Lisa Linn Sommer, Museum Director

16 Connie Larson, Recording Secretary

17
18 **OVERVIEW OF OPEN MEETING/RESALE TAX LAWS FOR UTAH**

19
20 Lisa Romney, City Attorney, conducted the overview of the Open Meeting Training,
21 Policies and Procedures, and the Sales and Use Tax. The Policies and Procedures were adopted
22 on January 16, 2018. It is important to have a written policy and to review it annually to see if
23 changes are needed. At this time, there are no amendments that need to be met. Lisa Linn Sommer,
24 Museum Director, stated the Mission Statement is at the top of each agenda for the meetings.

25
26 Lisa Romney reviewed Title 59 of the State Sales Tax Code which applies to CD's and
27 books and other items that are sold at the Museum.

28
29 At 5:10 p.m., Stephanie Ivie, City Council Liaison, arrived at the meeting.

30
31 There is a Political Subdivision Exemption, which means the Museum can be exempt from
32 sales tax when the Museum purchases items. A museum must be a charitable institution in order
33 to qualify for exemption from sales taxes.

34
35 At 5:12 p.m., Diane Chamberlain arrived at the meeting.

36
37 Lisa Linn Sommer explained the Whitaker Museum was classified as a 501C3 before 2014,
38 but Steve Thacker, City Manager, told her it is no longer under that classification and is under the
39 umbrella of the city. There have been 300 plus, 'Thomas Whitaker', documentary DVD's sold,
40 and the new 'Centerville Beginnings', DVD's will be ready for sale in a few weeks.

41
42 Chair Spencer Packer made a **motion** to increase the sales price on all sale items to cover
43 the sales taxes. Lisa Linn Sommer, Museum Director, will determine the sales amount of the items
44 sold at the Museum. Nancy Smith seconded the motion, which was passed by unanimous vote (6-
45 0).

1 Lisa Romney conducted the Open Meeting Sales Training. There must now be a web based
2 option for the Open Meetings Act, and upon completion of this training, a certificate of completion
3 can be obtained from the State Auditor's Office. The most important item is that the actions and
4 deliberations of the meeting must be open, and the public must be notified of the meetings at least
5 24 hours in advance. Electronic meetings are now allowed for when a member of the committee
6 is traveling and wants to be included by phone or teleconferencing. An amendment was made that
7 members of a committee cannot send emails or text messages to each other during a meeting. If
8 an items is not listed on the agenda, no action can be taken on the item.

9
10 At 5:50 p.m., Stephanie Ivie, City Council Liaison, was excused from the meeting.

11
12 **MINUTES REVIEW AND APPROVAL**

13
14 Minutes of the November 27, 2018 meeting minutes were reviewed. Nancy Smith made a
15 motion to approve the minutes as amended, along with the changes from Lisa Sommer, Museum
16 Director. Diane Chamberlain seconded the motion, which was passed by unanimous vote (6-0).

17
18 At 5:55 p.m., Lisa Romney, City Attorney, was excused from the meeting.

19
20 **ELECT CHAIR/VICE CHAIR**

21
22 Nancy Smith made a **motion** to nominate Spencer Packer as Chair of the Whitaker
23 Museum Board. Mel Miles seconded the motion, which was passed by unanimous vote (6-0).

24
25 Spencer Packer made a **motion** to nominate Nancy Smith as Vice Chair of the Whitaker
26 Museum Board. Diane Chamberlain seconded the motion, which was passed by unanimous vote
27 (6-0).

28
29 The findings for these nominations was because of the grants and RAP tax cycle. The Board
30 expressed gratitude to Spencer Packer and Nancy Smith for their service on the Whitaker Museum
31 Board.

32
33 **BOARD MEMBER REPORT**

34
35 Paul Thomas Smith proposed changing the parlor room at the Museum into the B H Roberts
36 room. B H Roberts left England as a child with a group of adults who were supposed to take care
37 of him until he arrived in Salt Lake City. Instead, the adults physically and emotionally abused
38 him. He formed addictions and joined a gang, but a blacksmith employed him and helped him to
39 learn to read and write. He showed him he had the ability to be a better person, and he became a
40 powerful speaker. He married and settled in Centerville. He became a religious leader and was
41 well respected. Young people and adults can learn from B H Roberts to never give up on their
42 talents and abilities. Mr. Smith would like to have the room appear as if it were a reading and
43 writing room with the furniture that belonged to Mr. Roberts.

1 Mr. Smith reported he is resigning as a member of the Whitaker Museum Board. He has
2 served on the Board for ten years, and feels it is time to serve as a volunteer and reference guide
3 for the Museum. The Board expressed appreciation to Mr. Smith for his work on behalf of the
4 Museum. The Board discussed the proposed changes to the parlor room by Mr. Smith. Nancy
5 Smith reported she has received criticism from patrons that the Museum is too much of a Whitaker
6 Family Museum, and it should be a community museum. Carol Bake and Diane Chamberlain
7 suggested rotating the rooms with different artifacts that are in storage, and highlighting residents
8 from Centerville's history. The Board agreed this item will be discussed at future meetings.

9
10 At 6:20 p.m., Paul Thomas Smith was excused from the meeting.

11
12 **DIRECTOR'S REPORT**

13
14 Lisa Linn Sommer, Museum Director, reported December was wonderful at the Museum,
15 and there were a little over 400 visitors for the Christmas festivities. Lisa went to Tolman
16 Elementary and Centerville Elementary Schools to share a pioneer Christmas with the fourth grade
17 consisting of approximately 175 students, and several families of the students visited the Museum.
18 The Christmas tree at the Museum came from the ranch of Mark and Becky Alder. Lisa will send
19 them a thank you letter from the Board for their donation of a fresh tree for the Museum's pioneer
20 Christmas.

21
22 Two members of the State Historic Department recently visited the Museum, and they were
23 pleased with the Museum and its appearance. Lisa Buckmiller and Alena Franco, came to the
24 Museum to do a mid-cycle inspection of the Museum's progression of awarded grant projects. The
25 Parks Department will be able to remove the dead tree for \$200, for the cost of the lift. Grinding
26 of the stump will be completed by Nye Tree Service for \$326. The tree will be removed at the end
27 of January, and the money for this project will come from the RAP Tax.

28
29 Lisa received a bid from Peck Painting on the interior and exterior staining and varnishing
30 of the Museum windows. It will cost \$3,000, which is \$222 per window. Vice Chair, Nancy Smith,
31 asked that Lisa find out what the cost will be to faux paint the seven unfinished interior windows.
32 If the budget allows for all windows to be faux finished, it should be done. The docents at the
33 Museum are doing great. Ruth Tingey has resigned due to a lack of transportation and time. She
34 will volunteer as a substitute when available. The Museum website has been updated by Mackenzie
35 Wood and looks great. There was \$100 received during December from donations. Fifty dollars
36 was donated by the 'Literature, Music and Art club of Centerville', in honor of Dixie Jensen and
37 \$50 from the donation box. Lisa will be attending Museum Day at the Legislature on January 29th.
38 Lisa will also be on the Legislative Track Board that focuses on legislative support of museums.

39
40 At 6:50 p.m., Carol Bake was excused from the meeting.

1 Lisa reported a blacksmith has been working on the doors. Don Hartley from the State
2 Historic Department said the parlor should be left as it is, as it is historic in color. Barrel vaulting
3 of a ceiling is not time period for this area, and it will not be approved for grant monies if it is to
4 be painted. The lighting in the parlor will be increased to allow for more visibility. Marilyn Hymas
5 will be consulted as to what type of bulbs should be used.

6
7 **STORYTELLING EVENTS FOR 2019**

8
9 April: Have Ron Randall, Cal Tingey, and Joe Rawlins talk about growing up in the 1950's.

10 May: Lisa Buckmiller will be talking about tile making, and display art from local artists.

11 June: Presentation on the Longest Running Women's Club in Centerville.

12 August: John Clark – Celebrating transportation.

13 September: Judy Cella will talk about growing up in Centerville in the 40's and 50's.

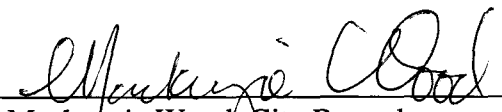
14 October: Cemetery Tour.

15
16 **NEXT MEETING**

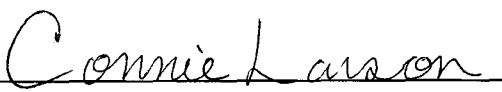
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18 The next Whitaker Museum Board meeting will be held on Tuesday, February 26, 2019 at
19 5:00 p.m. at City Hall.

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21 **ADJOURN**

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23 At 7:00 p.m., Diane Chamberlain made a **motion** to adjourn the meeting. Mel Miles
24 seconded the motion, which was passed by unanimous vote (4-0).

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28
29 Mackenzie Wood, City Recorder


Date Approved

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34 Connie Larson, Recording Secretary