

1 Minutes of the Whitaker Museum Board meeting held Thursday, August 27, 2019 at 5:00 p.m. in
2 the Administrative Conference Room at City Hall, 250 North Main Street, Centerville, Utah.

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4 **MEMBERS PRESENT**

5 Carol Bake, arrived at 5:30 p.m.
6 Diane Chamberlain
7 Debbie Dahl
8 Robin Jensen, was excused at 5:40 p.m.
9 Spencer Packer, Chair
10 Nancy Smith

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12 **MEMBERS ABSENT**

13 Jim Morgan

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15 **STAFF PRESENT**

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

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20 **MINUTES REVIEW AND APPROVAL**

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22 Minutes of the July 30, 2019 meeting were reviewed. Debbie Dahl made a **motion** to ap-
23 prove the minutes as written. Diane Chamberlain seconded the motion, which was passed by unan-
24 imous vote (5-0).

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26 **DIRECTOR'S REPORT**

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28 **Volunteer Update**

29 Jana Taylor has returned as docent, and she would also like to work on advertising tidbits
30 for the Museum. Former volunteer and DUP cabin director, Jan Castleton, had a stroke and is in
31 the hospital. The Board discussed the train exhibit at the Museum and agreed to keep the exhibit
32 through November.

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34 **Keeping the Story Alive – August Review**

35 John Clark did a review of the Lincoln Highway that was entertaining and informative.
36 History of the duration of the Lincoln Highway through Centerville (HWY 89) will be archived
37 for future generations. There were around 45 people in attendance, and six Model A cars were
38 displayed in the museum yard and City Hall parking lot. Chair Packer recruited members of the
39 Salty A's car club who volunteered their time and cars for the event.

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41 **Keeping the Story Alive – September Overview**

42 "Girls Life in Centerville" will be the September event. It will be held on September 10th
43 at 7:00 p.m. Judy Cella, Helen Carr Beers Roberts, Nina Carr Beers, Carol Pettit Wood, and Ruth
44 Tingey will be on the panel, talking about growing up in Centerville circa 1930's, 40's and 50's.
45 Invitations have been sent out to other lifetime Centerville girls, asking them to participate in the
46 event.

Cemetery Tour – October Overview

There has been some confusion on the Cemetery Tour event. Lisa Linn Sommer will verify who will be working on this event.

The Board discussed having the Cemetery Tour every year or every other year. The Board agreed this event will alternate every other year with a historic tour, and a spooky event.

Story Telling FY20

The Board discussed the Story Telling events for 2020. John Clark would like to come back next year and discuss early car tours at the national parks. Better advertising needs to take place for the Story Telling events. At a meeting between, Council Liaison, Stephanie Ivie, Brant Hanson, City Manager, and Leah Romero, City Recorder, it was agreed that the museum can submit tidbits, stories and event information for posts to city media, however approval must be given by the City Recorder and City Manager for any advertising that is posted on Centerville's social media accounts.

City Manager, Brant Hanson, stepped into the meeting and said he is working on the City website to make it more dynamic and more user friendly. He stated that the Ethernet and Wi-Fi are being revised and that the museum will receive a landline phone. Mr. Hanson left the meeting.

At 5:30 p.m., Carol Bake arrived at the meeting.

Robin Jensen will research what other museums in Utah are doing on social media and will report his findings at the next meeting.

Clara Goudy Day – September 3rd

Clara's daughter, Diane Fisher, will bring the certificate signed by Governor Leavitt, declaring September 6, Clara Goudy Day for display. The museum will share the history of Clara Goudy and her efforts to run the museum and to preserve and collect Centerville's heritage.

Potluck with New City Staff, Board Members, Mayor and Council – September or October

Lisa Linn Sommer received an email from Lisa Summers, that the Thank You Dinner is on Monday, October 7th for all Whitaker Museum Board members, docents, any volunteers to the Museum, and all volunteers to the City for the 2019 year. A letter with an invitation will be sent with an RSVP for the dinner.

October

The Museum will continue to offer a Halloween treat, story, and craft each Tuesday in October.

Christmas at the Whitaker – December 3rd, 10th, and 17th

Santa Claus will come to the Museum on December 3rd, 10th, and 17th between the hours of 4:00 pm and 6:00 pm. During regular museum hours, December 3rd, 10th, and 17th, children will be given letters to Santa, a craft and treat. The Youth Council will answer the letters to Santa Claus.

Donation Box Receipted

There was \$45 received in the donation box for the past month for the purchase of the last Thomas Whitaker book that was written by Paul Thomas Smith.

School Fieldtrip – Centerville Elementary Report

About 80 fourth grade students from Centerville Elementary went on a field trip to the Museum and the DUP cabin. Museum School Liaison, Laura Toney, will be taking letters of invite to the schools in Centerville during the month of September.

Garden Report – BBQ

The Annual Garden Barbeque was held on August 26th. It was well attended.

RAP PROJECTS AWARDED FOR FY20

Lisa Linn Sommer reported on the RAP Tax projects approved for FY20. Council Liaison, Stephanie Ivie met with City Manager Hanson about an amendment to the budget to purchase boxes for archiving that had been omitted by a budget freeze in FY19

There is information on CD's, discs and cartridges that need to be archived. Research must be done on the safest way to preserve historic information to make it available at the Museum for people to view. Robin Jensen, WMB member and historian for The Church of Jesus Christ of Latter-Day Saints, said he will do research on the best way to digitize the historical information, and how to preserve textiles.

At 5:40 p.m., Robin Jensen was excused from the meeting.

The Board discussed how to report on the completion of CLG/RAP projects to City Council. Chair Spencer Packer will give a report and slide show at the September 15th City Council work meeting on completed projects at the Museum. Lisa Linn Sommer will check with staff to get time on the agenda.

RAP Tax projects awarded for FY2020 are landscaping \$11,000; floor refinishing \$3,500; gas fireplace \$3,000; silk dress exhibit \$2,600; security upgrade \$1,400. These projects have been approved by the City Council.

CLG/GRANT REPORT

Debbie Dahl reported there is nearly enough money, not including the in-kind donations, in the matching fund just with expenses. In kind donations can be shared with Landmarks if they fall short. Alana Franco will be coming to the Museum to do an inspection on August 30th.

LANDSCAPE SUBCOMMITTEE REPORT

Lisa Linn Sommer reported the landscaping is moving forward. Mike Higgins repaired the loose gable and removed plants in front of the driveway. Lisa would like to have a water hand pump installed north east of the Museum, as a teaching tool for tour groups.

MUSEUM BRANDING

Lisa Linn Sommer reported two bids have been received on the Museum branding that would be used for letterhead, business cards, posters etc. One bid was for \$1,050, and the other bid is \$150 for three hours' worth of work, \$40 dollars an hour thereafter. The Board viewed projects that one of the bidders submitted. The Board discussed asking Brent Christison, who was on the Landmarks Commission, and is an artist if he might be interested in submitting a drawing. The board requested more bids and more visual examples before a decision can be made.

BOARD REPORTS

Diane Chamberlain asked about the rug that was donated. Lisa Linn Sommer reported it is being held until after the inspection.

Nancy Smith suggested having a list of easy projects that need to be completed at the Museum for docents and LDS Missionaries to do. Projects such as placing polymer sand in between the pavers would be an easy project and compiling an email file list of those that have left their emails at previous events.

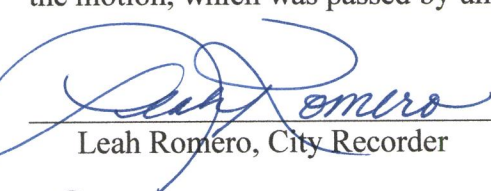
Chair Spencer Packer will do his drawing for the fence when his workload has lessened, and he can take the time required to do it properly.

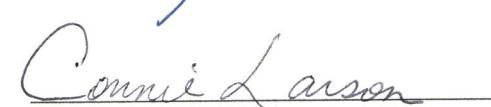
NEXT MEETING

The next Whitaker Museum Board meeting will be held on Tuesday, September 24, 2019 at 5:00 p.m. at City Hall.

ADJOURN

At 6:30 p.m., Nancy Smith made a **motion** to adjourn the meeting. Carol Bake seconded the motion, which was passed by unanimous vote (4-0).


Leah Romero, City Recorder


Connie Larson, Recording Secretary

9/24/2019
Date Approved

