

1 Minutes of the Whitaker Museum Board meeting held Tuesday, September 24, 2019 at 5:00 p.m.
2 in the Administrative Conference Room at City Hall, 250 North Main Street, Centerville, Utah.
3

4 **MEMBERS PRESENT**

5 Debbie Dahl
6 Robin Jensen
7 Spencer Packer, Chair
8 Nancy Smith
9

10 **MEMBERS ABSENT**

11 Carol Bake
12 Diane Chamberlain
13 Jim Morgan
14

15 **STAFF PRESENT**

16 Stephanie Ivie, City Council Liaison
17 Lisa Linn Sommer, Museum Director
18 Connie Larson, Recording Secretary
19

20 **MINUTES REVIEW AND APPROVAL**

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22 Minutes of the August 27, 2019 meeting were reviewed. Nancy Smith made a **motion** to
23 approve the minutes as amended. Debbie Dahl seconded the motion, which was passed by
24 unanimous vote (4-0).
25

26 **DIRECTOR'S REPORT**

27
28 **Volunteer Update**

29 Jana Taylor has volunteered to head the social media for the Museum. The Board discussed
30 the Museum website and possibly meeting with other departments to advertise for and with
31 the Museum.
32

33 The Teacher Open House was cancelled due to contact through letters. The Davis School
34 District has made policy change and requires all activities and programs be advertised to
35 all educators in the County via email, or to the principal of the school. The Whitaker
36 Museum Board agreed to advertise school fieldtrips to the Whitaker Museum through the
37 Davis School District via email.
38

39 Letters will be sent to the churches in Centerville inviting groups to schedule a tour to the
40 Museum and the DUP cabin.
41

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

43 The Girls Life in Centerville with Judy Brown Cella, Helen Carr Roberts, Nina Carr Beers,
44 and Ruth Forsberg Tingey went very well. There were 65 guests in attendance.

Cemetery Tour – October Overview

Bruce Smith will be the chair for the Cemetery Tour, and Jeanne Randall volunteered to also help. The Tour will be held on October 8th at 7 p.m., and on October 12, at 11 a.m. It would be helpful if Board members could attend this event. Chair Packer volunteered to carry the sound equipment system. There is no fee for this event.

Clara Goudy Day – September 2nd

Clara Goudy's daughter came to the Museum and gave a \$25 gift card in honor of Clara Goudy Day. A thank you letter for the gift card was sent to her daughter.

FY 2019 Project Review with City Council

Chair Spencer Packer will present a project overview of the Whitaker Museum to the City Council on October 15th.

Calendar of Events – Three Month Outlook:

- Volunteer Thank You Dinner will be on October 7th at Pizza Pie Cafe. RSVP is due by October 1st.
- Christmas at the Whitaker will be on December 3rd, 10th and 17th. Santa Claus will be coming, and the Youth Council will answer letters to Santa. The Museum will be closed the week of Thanksgiving, Christmas, and New Year's.
- January Pot Luck Lunch with Volunteers and Board Members is tentatively scheduled for January 14, 2020 at 12:00 p.m. at City Hall.

Donation Box Receipted

The donation box received \$10 in donations for September.

Newsletter Items:

- Willow Tree – The willow tree is going to be removed.
- Thank You (Redd Family & Missionaries). A thank you letter will be sent to the Redd family for their labor in the Museum gardens.

Willow Tree

An arborist has determined that the willow tree is dead and must be removed. The tree is 60 years old, and does not have any historical value. The benches have been removed from under the tree, and the geo cache is gone. Bids for the removal of the tree have been received, and a bid for \$2,394 has been awarded. Lisa Linn Sommer will talk with the City Manager to see what account the money will be taken from for the tree removal.

Mortar & Mice

The mortar around the outside of the Museum has holes where the mice have chewed through into the plaster on the inside. Two bids have been received to repair the mortar.

1 **BOARD REPORTS**

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3 Landscape Committee Update

4 Lisa Linn Sommer reported the Parks Department is working to do the basics for the
5 landscaping, but the Island View Park renovations must be done first before any more work
6 can be completed at the Museum. The Board discussed having flood boulders placed on
7 the southeast side of the Museum to tell the story of the floods in Centerville, and an
8 outdoor hand water pump system that children could possibly drink from when touring the
9 outside of the Museum.

10
11 Archival Report

12 Robin Jensen talked to his colleagues on the digitizing of the audio/visual records and
13 textiles at the Museum. The purpose of digitizing is for sharing online and preservation of
14 records. The digitizing would need to be high resolution, and it would need to be non-
15 compressed images. For the VHS cassettes, it would be possible to do this as a Board, or
16 outsource the work. There can be problems with digitizing the cassettes, as the tapes can
17 disintegrate. The exact footage of the VHS tapes will need to be determined. Mr. Jensen
18 talked to an employee at the LDS Church History Museum, and they are willing to come
19 to the Museum to give advice on how to protect textiles. Temperature control and
20 protection from insects and rodents is crucial for preserving textiles.

21
22 Fence & Banner Bracket

23 Chair Spencer Packer will do measurements for the fence immediately after this meeting.

24
25 **POTENTIAL FLOODING FROM FIRE OF AUGUST 30th**

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27 Stephanie Ivie, City Council Liaison, reported there is a potential for flooding following
28 the fire on the hillside that occurred on August 30th. Most people do not have basement flood
29 insurance for external water. If there is a possibility for external flooding in the basement of the
30 Museum, the Board may want to consider flood insurance.

31
32 **NEXT MEETING**

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34 The next Whitaker Museum Board meeting will be held on Tuesday, October 22, 2019 at
35 5:00 p.m. at City Hall.

36
37 **ADJOURN**

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39 At 6:25 p.m., Nancy Smith made a **motion** to adjourn the meeting. Robin Jensen seconded
40 the motion, which was passed by unanimous vote (4-0).

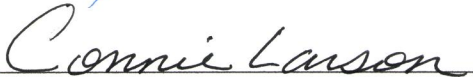
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Leah Romero, City Recorder



Date Approved



Connie Larson, Recording Secretary

