

1 Minutes of the Whitaker Museum Board meeting held Tuesday, June 23, 2020 at 5:00 p.m. via
2 Zoom in accordance with Executive Order 2020-5.

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4 **MEMBERS PRESENT**

5 Carol Bake
6 Debbie Dahl
7 Robin Jensen
8 Nancy Smith, Vice Chair
9

10 **MEMBERS ABSENT**

11 Diane Chamberlain
12 Jim Morgan
13 Spencer Packer, Chair
14

15 **STAFF PRESENT**

16 Leah Romero, City Recorder
17 Stephanie Ivie, City Council Liaison
18 Lisa Linn Sommer, Museum Director
19 Connie Larson, Recording Secretary
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21 **RAP TAX**

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23 Nancy Smith reported the gas fire place is installed, and two-thirds of the landscaping is
24 completed and is beautiful. The Board is currently working on security cameras, preservation of
25 the silk wedding dress, and a museum branding. These items should be completed within the next
26 90 days. Lisa Linn Sommer, Museum Director, explained the City was originally going to purchase
27 a new security system and the Museum would pay for one camera. The City Council has since
28 suggested taking the \$1,400 and have the Museum Board purchase their own security system, and
29 have it monitored from the Museum computer. Stephanie Ivie, City Council Liaison, said the City
30 Council has discussed this issue, and whatever system the Board wants is fine. Lisa Linn Sommer
31 will continue to research the security system.
32

33 **AMENDED BUDGET**

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35 Nancy Smith reported everything is moving along fine with the Museum budget. There is
36 \$1,080 left over from the Whitaker Family, and this leftover money will be earmarked for the
37 Thomas Whitaker portrait. This was money that was donated and left over from the purchase of
38 the stove. The Board agreed this would be a good use of the funds. Stephanie Ivie, City Council
39 Liaison, reported any money that is left over at the end of the year rolls back into the General Fund.

1 **CLG GRANT**

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3 Lisa Linn Sommer, Museum Director, reported she is working with the State to reallocate
4 some of the money that did not qualify for the CLG Grant. The Museum has been closed because
5 of COVID-19, because of how much touching would happen at the Museum and it would be
6 difficult to clean.
7

8 **EVENTS**

9
10 Nancy Smith reported it is hoped the Story Telling event will be able to begin in August or
11 September. The Board discussed the possibility of doing this event by Zoom, but there could be
12 possible legal complications. A live event that is recorded would be best. With the current
13 conditions, there can only be 15 people in the Museum at a time. Lisa will research having this
14 event on Zoom.
15

16 **DIRECTOR'S REPORT**

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18 Lisa Linn Sommer, Museum Director, reported part of the landscaping plan was to be able
19 to have self-guided tours, even if the Museum cannot be open. Nancy Smith told about a recent
20 vacation where she toured the Post home in Boston, Massachusetts. The tour included a self-guided
21 tour of the gardens where placards were placed throughout the gardens, and when a button on the
22 placard was pushed, it would give a brief description of historical facts of the home. Nancy
23 suggested using this idea on the Whitaker grounds to have different stations that would describe
24 sericulture, the floods in Centerville, the winds, carver stones, and some of the early settlers. The
25 fee is \$500 per year for as many stations as the Museum wants. The money for this could come
26 from the collection of the garden fee each year. Each placard is \$1,500, and they are not
27 changeable. Nancy Smith will send information to the Board members on the self-guided tour at
28 the Post home in Boston.
29

30 Lisa Linn Sommer reported the docents are doing well, and look forward to working at the
31 Museum when it opens. Diane Chamberlain will be moving to California for part of the year, and
32 will no longer be on the Museum Board. The archives are being organized, and items are being
33 alphabetized, and placed in acid free folders and boxed. When this is completed, the records will
34 be digitized.
35

36 **BOARD MEMBER REPORTS**

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38 Nancy Smith thanked Debbie Dahl for the landscape work on the west side of the Museum.
39 Nancy has received favorable comments on how well the Museum and the gardens appear.
40

41 Robin Jensen reported he will be available to do the August and September Story Telling
42 events.

1 **MINUTES REVIEW AND APPROVAL**

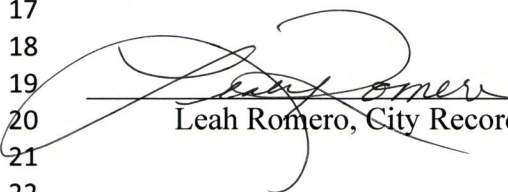
2
3 Robin Jensen made a **motion** to approve the January 28, 2020 meeting minutes as written.
4 Debbie Dahl seconded the motion, which was passed by unanimous vote (4-0).

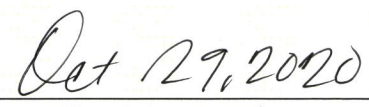
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6 **NEXT MEETING**

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8 The next Whitaker Museum Board meeting will be tentatively scheduled for Tuesday,
9 August 25, 2020 at 5:00 p.m.

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11 **ADJOURN**

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13 At 5:50 p.m., Debbie Dahl made a **motion** to adjourn the meeting. Carol Bake seconded
14 the motion, which was passed by unanimous vote (4-0).

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21 Leah Romero, City Recorder

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26 Date Approved

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31 Connie Larson, Recording Secretary

