



WHITAKER MUSEUM BOARD AGENDA

NOTICE IS HEREBY GIVEN THAT THE CENTERVILLE WHITAKER MUSEUM BOARD WILL HOLD A REGULAR MEETING AT 5:00 PM ON JUNE 28, 2022 AT CENTERVILLE CITY HALL CONFERENCE ROOM, 250 NORTH MAIN STREET, CENTERVILLE, UTAH.

Centerville Whitaker Museum Board meetings are open to the public, unless otherwise closed for reasons allowed by law. Centerville Whitaker Museum Board meetings may be conducted via electronic means pursuant to Utah Code § 52-4-207. In compliance with the Americans with Disabilities Act, individuals needing special accommodations due to a disability may contact the City Recorder at (801) 295-3477, at least 24 hours in advance of the meeting. The Board reserves the right to modify the sequence of agenda items in order to facilitate special needs or provide greater efficiency.

The full agenda packet and backup materials can be found on the Centerville City website at:

<https://centervilleutah.gov/129/Agendas-Minutes>

A. ROLL CALL

B. MINUTES

Minutes of prior meetings may be reviewed and accepted. Minutes review and approval shall comply with the Centerville City Minutes Approval Policy.

1. Minutes Review and Approval
May 24, 2022 Minutes

C. DIRECTOR REPORT

1. Welcome Bob Brown
2. Volunteers
3. Museum Activity
Events:
 - A. Garden water
 - B. Storytelling report
 - C. 4th of July
 - D. Honor Paul Smith (decide month, and recognition)
 - E. Future events
4. Programs
Virtual Tour - Summer Kitchen and Home progress
5. Project Progression
Report on bids

D. BOARD REPORTS

E. SCHEDULE NEXT MEETING

F. ADJOURNMENT

CERTIFICATE OF POSTING

I hereby certify that this notice and agenda was posted at Centerville City Hall, published on the Utah Public Notice Website, and provided to a newspaper or media correspondent in accordance with the requirements of the Utah Open and Public Meetings Act, including, but not limited to, provisions of Utah Code § 52-4-202.

Jennifer Hansen
Centerville City Recorder

Minutes of the Centerville City Whitaker Museum Board meeting held Tuesday, May 24, 2022 at 5:00 p.m. in the City Hall Conference Room, 250 North Main Street, Centerville, Utah.

MEMBERS PRESENT

Robin Jensen
Jim Morgan
Spencer Packer, Chair
Nancy Smith

MEMBERS ABSENT

Jana Taylor

STAFF PRESENT

Bryce King, Recreation Director
Lisa Linn Sommer, Museum Director
Connie Larson, Recording Secretary

MINUTES REVIEW AND APPROVAL

Minutes of the April 26, 2022 meeting were reviewed. Nancy Smith made a **motion** to approve the minutes as written. Robin Jensen seconded the motion, which was passed by unanimous vote (4-0).

DIRECTOR'S REPORT

Volunteers

The volunteers are doing well, but more volunteers are still needed at the Museum. Claudia Cole is moving to New York, and a luncheon to honor her will be held on May 30th at noon.

Report on assignments from previous meetings

The Garden Meeting was held last week. Centerville is on the Deuel Creek Irrigation system, and the watering time has been increased from 20 to 40 minutes per week. There are more gardeners this year, and the plots are nearly full.

CLG Grant

The CLG and RAP projects have been approved by the City Council, and the projects will begin in July. Bryce King, Recreation Director, said there will be a public hearing on June 7th for the proposed property tax increase.

Storytelling Events

There were 210 visitors at the Whitaker Museum during the month of April including the Storytelling Event and geocaching events. Bob Brown did the April Storytelling Event presentation on Utah and Women's Suffrage, which went well. The next Storytelling Event will be held the first three Tuesdays in June with Karl Behling. Mr. Behling is a retired school teacher, and a professional story teller. He will be talking about the First Transcontinental Railroad, and each event will be 90 minutes long. Reservations are recommended for this event.

Other Storytelling Events this summer are women in the Mormon Battalion, and the 160-year anniversary of Fort Douglas.

Digitization of Records

People are requesting information from the Museum archives each week. The Museum is collecting histories from elderly Centerville residents who have been donating information for the Centerville archives. People have come to the Museum to get information on residents from World War II, and people have also been looking for photographs to add to Family Search files. Robin Jensen will research the policy and procedures of the LDS Church for reference on what historical information the Museum should be collecting for its archives.

School Events

Centerville Elementary and Stewart Elementary did tours at the Museum recently. There were 166 school visitors for pioneer activities.

Advertising Banner

The Museum Board discussed a draft design of the banner to advertise the Storytelling Events at the Museum. The banner should be 9 feet by 3 feet, and would be displayed on the post at the Museum. The Board discussed ideas on how to attract people of younger ages to the Storytelling Events, and the banner needs more work on the design.

BOARD REPORTS

Nancy Smith

Nancy reported she met with David Rice at the Weber Basin Water Conservancy District in Layton. Nancy distributed flyers he gave her on classes he conducts on gardening and water preservation. Mr. Rice will be conducting a gardening and water preservation class on June 9th at 6:30 p.m. at City Hall. Bryce King will advertise this event on the city website. Nancy reported she met with Bryce King on advertising for the Museum, and how to get more exposure for Museum events. Better advertising among other cities about community events is important, and Mr. King would like to see the Museum open for two days instead of one day. Nancy displayed a flyer of events from Weber County that are free. She suggested a flyer of Centerville activities. Davis County has Discoverdays.com that would advertise events at the Museum. The Board discussed the possibility of an ad hoc Committee to explore events that could take place at the Museum.

The Board discussed the possibility of a Heritage Fair in August, and the construction of a barn that would be located where the garden plots are currently located. Bryce King suggested the Outdoor Recreation Grant for the barn. This grant has \$60 million in the fund, and he will see if the barn would qualify.

Bryce King

Bryce King reported he is planning a Back to School Bash to be held on August 19th at Smith Park, Police Department, City Hall, and the Whitaker Museum, that would include activities, a movie, and free food. He suggested collaborating with other departments to have one big event. The Fall Festival in early October could also include the Heritage Days activities.

4th of July Activities

The parade and carnival will be separate activities, and the Museum will have a yard event before and during the parade on July 4th, and sell root beer floats for ten cents. The handcart will be displayed on the Museum grounds, and spinners may display their craft under the trees during the parade.

Jim Morgan

Jim Morgan suggested a program to inform people who move to Centerville about the Museum. A “Welcome to Centerville” flyer could be given to new residents, along with the utility information they receive from City Hall.

Robin Jensen

Robin Jensen reported he found wire audio recordings at the Museum that the LDS Church is willing to digitize if the Museum will give them the license to access these materials and offer them to patrons on the LDS Church website. Policy and procedures need to be researched to make certain this would be legal. Robin will research this for the next meeting.

Honor Paul Smith

The Board discussed honoring Paul Smith for his years of service on various historical committees in Centerville. The Board agreed a plaque, or like recognition, will be made for Mr. Smith, and he will be recognized and presented at a City Council meeting. Because of Mr. Smith’s many years of service, a request will be made that he is added to the “Hall of Fame” in the City Hall lobby.

NEXT MEETING

The next Whitaker Museum Board meeting will be held on Tuesday, June 28th, 2022 at 5:00 p.m. at City Hall.

ADJOURN

At 6:35 p.m., Nancy Smith made a **motion** to adjourn the meeting. Robin Jensen seconded the motion, which was passed by unanimous vote (4-0).

Jennifer Hansen, City Recorder

Date Approved

Connie Larson, Recording Secretary