



WHITAKER MUSEUM BOARD AGENDA

NOTICE IS HEREBY GIVEN THAT THE CENTERVILLE WHITAKER MUSEUM BOARD WILL HOLD A REGULAR MEETING AT 4:00 PM ON NOVEMBER 1, 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
August 23, 2022 WMB Minutes

C. BUSINESS ITEMS

Business action or discussion items to be considered.

1. Review City Council Museum Report Work Session
3 topics CC wants museum to present
 - Quarterly Report museum activity
 - Email informing them of event the week prior
 - Monthly City Manager report submission of activity for staff email

D. DIRECTOR REPORT

1. September and October Event Review
 - Flash Back
 - Story Telling
2. Board Member sign Thank You letters for Flash Back, Storytelling Participants
3. Museum Events and Hours for November and December
4. Davis County Museum Think Tank
 - Increase Museum Visits during winter months
 - Possible contest, scavenger hunt...?

5. Museum Events 6 Month Outlook

- Pioneer Christmas
- Story Telling topics for 2023
 - Change week night?

6. Events that need to be approved

- Elizabeths Victorian Tea Party
- Aunt Hannah's Story Trunk
- 5K run
 - Day of the Dead
 - Pony Express
 - Wells Fargo

E. BOARD REPORTS

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 Robison
Centerville City Recorder

Minutes of the Centerville City Whitaker Museum Board meeting held Tuesday, August 23, 2022 at 5:00 p.m. in the City Hall Conference Room, 250 North Main Street, Centerville, Utah.

MEMBERS PRESENT

Bob Brown
Jim Morgan
Spencer Packer, Chair
Nancy Smith
Jana Taylor

MEMBERS ABSENT

Robin Jensen

STAFF PRESENT

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

MINUTES REVIEW AND APPROVAL

Minutes of the July 26, 2022 meeting were reviewed. Chair Spencer Packer made a **motion** to approve the minutes as amended. Bob Brown seconded the motion, which was passed by unanimous vote (5-0).

NEXT MEETING

The next Whitaker Museum Board meeting will be held on Tuesday, September 27, 2022 at 5:00 p.m. at City Hall.

DIRECTOR'S REPORT

REVIEW FLASH BACK

Lisa Linn Sommer, Museum Director, distributed a letter for Museum Board members to sign thanking Banbury Cross Donuts for donating donuts for the Flash Back activities in July. The next Flash Back activity will be on September 22nd, with a 70's band, a display of antique cars and an artisan market.

CLARA GOUDY AND VISTAL HARRIS DAY

1 In the past, the Museum has been honoring Clara Goudy and Vestil Harris for their years
2 of contribution to the Museum and in the community. Vestal Harris made drawings of the
3 founding fathers of Centerville, he also served as editor and journalist of the, "Centerville
4 Newsletter", correspondence between WWII veterans and Centerville. Clara Goudy and her
5 husband were the first docents at the Museum. September 6th is Clara Goudy Day, and the Board
6 discussed inviting the families and close friends of Clara and Vestil for a private tour of the
7 Museum on their designated day.

8 KEEPING OUR STORIES ALIVE

9
10 Lisa Linn Sommer distributed posters of the Keeping Our Stories Alive for September 13th
11 at City Hall. The Story Telling Event will be Women of the Mormon Battalion. The October Story
12 Telling Event will the history of Edward Patrick Connor, founder of Fort Douglas and its 160-year
13 anniversary.

14
15 Karl Behling will be doing the Cemetery Tour on October 27 at 7:00pm. Reservations are
16 required with a 30 guest limit.

17 ARTIST MARKETS

18
19 The Board discussed vendors for the Whitaker Artisan Market in September.

20
21 There is possibility of a Vintage Christmas Market at the Museum in November depending
22 on advertising and vendor success at the summer market.

23 FALL FESTIVAL

24
25 Bryce King explained he would like to combine the Recreation Department and the
26 Whitaker Museum Board for Fall Festival Days on October 24th. He suggested giving children
27 grave stone kits for them to design a grave stone, and them bringing them to the Museum for a
28 contest on the best grave stone. There could also be pumpkin bowling and a donut eating contest.
29 Hot chocolate and s'mores could be served as refreshments.

30 CHRISTMAS EVENTS

31
32 The Board will require reservations on Sign-Up Genius for pictures with Santa Claus, and
33 appointments will be available for three-hour intervals on designated days.

34 2023 EVENTS

35
36 Lisa Linn Sommer distributed a list of proposed 2023 events at the Whitaker Museum. She
37 explained the Bountiful and Layton Museums would like to have events in January and February
38 where people would visit the three museums.

39 FEBRUARY 2023 ACTIVITY

1
2 Lisa and Nancy discussed doing an activity on February 14th for adults at the Museum for
3 Valentine's Day. The Board discussed doing games, dinner, and other possible activities. The
4 Board will discuss this at a future meeting.

5 **BOARD REPORTS**
6

7 Nancy Smith distributed pictures of the pavers on the west sidewalk at the Museum. The
8 pavers will be sealed next week, but there is concern of the spillage of dirt and small rocks on the
9 pavers that are a safety hazard. This is counterproductive to the sealing. She asked if pavers should
10 be placed on the other side of the garden. Chair Spencer Packer suggested a cordless weed blower
11 to blow the rocks and dirt back on days the Museum is open.
12

13 Nancy Smith distributed a copy of the Whitaker Museum Mission Statement to Jana
14 Taylor, Bob Brown, and Jim Morgan, who are the newest members of the Board.
15

16 **PAUL SMITH RECOGNITION**
17

18 Chair Spencer Packer read a thank you card from Paul Smith for the recognition and gift
19 he received at the City Council meeting on August 16th.
20

21 **ANNUAL DEPARTMENT PRESENTATION**
22

23 The Whitaker Museum Board will give their annual presentation on the Whitaker Museum
24 to the City Council on September 20th.
25

26 **ADJOURN**
27

28 At 5:55 p.m., Nancy Smith made a **motion** to adjourn the meeting. Jim Morgan seconded
29 the motion, which was passed by unanimous vote (5-0).
30
31
32
33

34 _____
Jennifer Robison, City Recorder

Date Approved

35
36
37
38 _____
39 Connie Larson, Recording Secretary

Minutes of the Centerville **City Council Work Session** held Tuesday, September 20, 2022 at 5:30 p.m., with participants present at City Hall, 250 North Main Street.

MEMBERS PRESENT

Mayor Clark Wilkinson

Council Members Gina Hirst
William Ince
George McEwan
Robyn Mecham
Spencer Summerhays

STAFF PRESENT

Brant Hanson, RDA Executive Director
Lisa Romney, City Attorney
Jennifer Robison, City Recorder
Jacob Smith, Administrative Services Director
Nate Plaizier, Finance Director
Mike Carlson, Public Works Director
Bryce King, Community Services Manager
Lisa Sommers, Whitaker Museum Director

TREE BOARD PRESENT

Gary Woodward (Chair), Joy Chambers,
Gary Smith, Scott Zeidler

**WHITAKER MUSEUM
BOARD PRESENT**

Spencer Packer (Chair), Nancy Smith (Vice Chair),
Jim Morgan, Bob Brown, Robin Jensen

JOINT DISCUSSION WITH TREE BOARD

Gary Woodward, Tree Board Chair, said the City Attorney had expressed concern to him regarding trees in park strips. Chair Woodward said he felt there were appropriate places for trees, where they could thrive, and places less appropriate for trees, including narrow park strips. He said the Tree Board was reluctant to support removal of trees, but understood the complications involved and would support efforts to remove trees from park strips, with the following considerations:

- The cost of removing trees from park strips should probably be born by the City rather than home owners.
- Existing trees in park strips should be left in place until they created a problem.
- Recommended use of a voucher program to encourage property owners to plant a new tree somewhere other than the park strips.
- Recommended the voucher program include education regarding tree selection and placement.

Councilmember McEwan said he did not have a problem with the idea of leaving existing trees until they created a problem, but asked how enforcement would work. Chair Woodward responded that the City could probably not afford to pay for removal of all park strip trees at once, and prioritization would be necessary. The top priority for removal would be trees causing problems with sidewalks. Councilmember McEwan commented that smaller trees were easier

1 and less expensive to remove. Tree Board Member Joy Chambers said she believed removing
2 park strip trees would prompt some citizen concern, and suggested that being able to explain the
3 City was removing trees currently causing problems may help the conversation. Chair Woodward
4 repeated the importance of community education.

5
6 Councilmember Mecham commented on the cost involved with removing a tree that had
7 already caused problems, and said she would want to remove park strip trees before removal
8 cost and infrastructure repair got too expensive. She suggested citizens would be more in favor
9 of removing park strip trees before significant problems were caused if they knew the City was
10 going to pay for removal for a certain amount of time (perhaps three years), after which property
11 owners would be responsible for removal costs.

12
13 Responding to a question from Councilmember Summerhays, Ms. Chambers explained
14 that park strips in Centerville were not wide enough for trees to thrive without impact on
15 infrastructure. The Council and Tree Board discussed the sidewalk and park strip tree inventory
16 done for the entire City in 2016, as well as ongoing sidewalk repair and tree removal efforts funded
17 by the City. The Council discussed removing the list of trees recommended for park strips from
18 City ordinance. Public Works Director Mike Carlson commented that an update of the park strip
19 tree inventory would require the right person and the right equipment.

20
21 Chair Woodward and Ms. Chambers suggested offering a \$200 tree voucher to encourage
22 citizens to plant a new tree in their yard if park strip trees were removed. Tree Board Member
23 Scott Zeidler pointed out that the voucher would be intended as a cost-share incentive, not a one-
24 for-one replacement. Councilmember Mecham said in the past the Council had discussed the
25 possibility of the City purchasing a lot of trees and making them available to residents. The Council
26 and Tree Board discussed working with nurseries. Chair Woodward emphasized that education
27 material should be included with the voucher.

28
29 Councilmember Summerhays suggested asking the Tree Board to help the City with an
30 update of the park strip inventory. Councilmember McEwan suggested the inventory update would
31 go faster if only park strip trees were evaluated. Mr. Zeidler said he suspected the City would
32 need to update the sidewalk inventory for insurance purposes, and would naturally end up looking
33 at the park strip trees as well. City Attorney Lisa Romney said it would make sense to update the
34 sidewalk and park strip tree inventories concurrently. Mayor Wilkinson thanked the Tree Board
35 for their input.

36 37 **WHITAKER MUSEUM BOARD DISCUSSION**

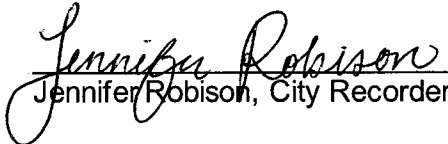
38
39 Whitaker Museum Director Lisa Sommers introduced Whitaker Museum Board Members
40 in attendance. Ms. Sommers updated the Council regarding renovations to the Whitaker Museum,
41 spoke of regional, state, and national recognition the Museum had received, and spoke of
42 donations, fundraising events, and service opportunities. Whitaker Museum Board Chair Spencer
43 Packer explained use limitations associated with different sources of funding. Councilmember
44 Hirst said it would be nice to have a list of capital improvement projects completed at the Museum.
45 Ms. Sommers shared a list of current and planned projects. The Council and Whitaker Museum
46 Board reviewed the Museum Budget. The Council asked that staff include updates on the
47 Whitaker Museum in weekly updates to the Council. The possibility of coordinating efforts
48 between the Whitaker Museum Board and the Landmarks Commission was discussed. Chair
49 Packer recognized Lisa Sommers as being a valuable asset to the community.

PUBLIC WORKS DIRECTOR REPORT

Due to lack of time, this item was not discussed.

ADJOURNMENT

At 7:03 p.m., Councilmember Summerhays **moved** to adjourn the work session.
Councilmember Hirst seconded the motion, which passed by unanimous vote (5-0).


Jennifer Robison, City Recorder

10-4-2022
Date Approved

