



WHITAKER MUSEUM BOARD AGENDA

NOTICE IS HEREBY GIVEN THAT THE CENTERVILLE WHITAKER MUSEUM BOARD WILL HOLD A REGULAR MEETING AT 2:30 PM ON OCTOBER 24, 2023 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
September 26, 2023 WMB Minutes

C. RAP Project Whitaker Museum 2023/24 Cycle

1. Monies carried over from FY23 due to time issues and late spring with contractors
2. Projected RAP budget for FY24
3. Hardscape Plans
 - Event Patio
 - Summer Kitchen Garden/Education Yard
 - Arbor
 - Outhouse
 - Smoke House
 - Orchard
 - Gas Fire Pit
 - Fencing
4. Plans for Event Barn
5. Possible Carryover of RAP Funds for Barn Construction

D. DIRECTOR REPORT

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, September 26, 2023 at 5:00 p.m. in the Centerville City Hall Conference Room, 250 North Main Street, Centerville, Utah.

MEMBERS PRESENT

Bob Brown
Alyson Childs
Robin Jensen
Jim Morgan, Chair
Nancy Smith
Jana Taylor

MEMBERS ABSENT

Spencer Packer

STAFF PRESENT

Bryce King, Administrative Services Director
Hailey Turner, Communications Manager
Lisa Linn Sommer, Museum Director
Connie Larson, Recording Secretary

MINUTES REVIEW AND APPROVAL

Minutes of the August 22, 2023 meeting were reviewed. Nancy Smith made a **motion** to approve the minutes as written. Bob Brown seconded the motion, which was approved by unanimous vote (6-0).

INTRODUCTION OF NEW CITY EMPLOYEE

Bryce King introduced Hailey Turner who is the new Communications Manager. Hailey will be doing printing and digital communications for the city. She will be responsible for the city newsletter that will be sent digitally three times a year, and printed once a year in July.

STORY TELLING WALKING TOUR AND EVENTS

Lisa Linn Sommer, Museum Director, reported the Story Telling Historic Walking Tour on September 12th was a great success. There were 52 people in attendance, and several people told her they want to do it again next year.

The Board discussed if the Story Telling event should be held each month, or every other month. People have told Lisa they would like to attend this event, but they do not hear about it until after it has taken place. It appears to be an advertising problem. Nancy Smith referred to the Davis County Journal paper that has a list of community events. This would be a great place to advertise Whitaker Museum events. There are currently two college interns working for the city, and perhaps they could build a database of email addresses of people who attend the Story Telling Event, and send an invitation to them each month.

The Davis County Museum's Story Telling event scheduled for October 6th, has been cancelled. This activity will be held next year. The Board discussed the possibility of having a Whitaker Museum newsletter.

HAUNTING AT THE WHITAKER

Haunting at the Whitaker will be held on Thursday, October 12th from 7:00 p.m. to 8:30 p.m. This will be a family friendly event with three story tellers sharing stories. There will be a bonfire and packaged s'mores for the guests. This event will be advertised on Facebook, through email, and at the parks.

FALL PUMPKIN FESTIVAL

Fall Pumpkin Festival will be at the Smith Park on Monday, October 23rd from 5:30 p.m. to 9:00 p.m. There will be a pumpkin carving contest, donuts, and hot chocolate. Rocky Mountain Power donated \$500 for the purchase of the pumpkins. The Youth Council and Whitaker Museum Board will help with this activity.

VIRTUAL MUSEUM TOUR

Lisa Linn Sommer attended the Utah Museums Association Conference in Vernal last week. She showed a virtual tour of a museum, and she would like to have a virtual tour of the Whitaker Museum made and ready to show in the spring of 2024.

FACEBOOK PAGE FOR THE WHITAKER MUSEUM

Jana Taylor explained she has been doing a Facebook page on Canvas for the Whitaker Museum. Bryce King said he would prefer to go with the non-affiliated Facebook page that is with the city. This is in order to protect freedom of speech and archiving what people say for legal purposes. Bryce King said in addition to postcards, there could be postcards with a QR Code that people can use to be added to the city Facebook page. Bryce said he would like to have the Volunteer Recognition Dinner reinstituted again.

CONCEPTUAL PLAN OVERVIEW HARDSCAPE: RAP FY 24

Summer Kitchen Yard

Lisa Linn Sommer distributed a conceptual plan for the hardscape for the exterior of the Museum around the summer kitchen. This space would have stamped or colored concrete with a firepit and furniture. Materials for the flooring are being discussed but concrete, whether stamped, dyed, or aged is to be determined. The bid for the concrete is \$15,800, which includes pouring and stamping. The Board approved the plans for the hardscape, and any changes need to be given to Lisa Sommer.

CONCEPTUAL PLAN FOR POTENTIAL COMMUNITY EDUCATIONAL/EVENT BARN

RAP money can be used for the smoke house, barn, and fence with a gate area for farm implements. Raspberries, grapes, gooseberry, and current bushes could be planted in the newly planned summer kitchen garden, as well as an orchard to meet the mission statement of teaching the history of Centerville. There is also a plan for an event barn that has been included in the 3, 5, and 10-year plan. This barn is a possibility for the future at the Museum. It must be determined if RAP money can be rolled over from year to year. The barn is on the five-year plan.

Alyson Childs discussed having better signage for the front of the Museum. Nancy Smith said there needs to be an overhang to protect the wagons. This could be on the north side of the barn. This should be included in the conceptual plan.

Bryce King explained there is a new Utah Outdoor Educational Grant that is for educating children to learn about outdoor, science, and nature concepts. This is part of the Teaching Children Outdoor Initiative, and could be used to teach children outdoor cooking. The grant closes on November 17, 2023.

BOARD REPORTS

Bob Brown reported he went with the Utah Sons of the Utah Pioneers to view the Bear River Massacre site. There were 40 people in attendance.

Robin Jensen reported the recordings are going slow.

Bryce King suggested next March or April, that a tour could be arranged for the Whitaker Museum Board members to tour other Museums in Davis County to see how they are run.

Lisa Linn Sommer reported that Fawn Sessions from the Kaysville Museum would like to gather histories of indigenous people from the settlements that became Davis County from other Museums in Davis County, and do an interactive tour of historical indigenous sites and put them on the interactive map.

NEXT MEETING

The next Whitaker Museum Board meeting will be held on Tuesday, October 24, 2024 at 2:30 p.m., so that the Parks Department can attend the meeting to view the Conceptual Site Plan for the Museum grounds.

ADJOURN

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

1 Jennifer Robison, City Recorder

Date Approved

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Connie Larson, Recording Secretary