



WHITAKER MUSEUM BOARD AGENDA

NOTICE IS HEREBY GIVEN THAT THE CENTERVILLE WHITAKER MUSEUM BOARD WILL HOLD A REGULAR MEETING AT 5:00 PM ON NOVEMBER 28, 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
October 24, 2023 WMB Minutes

C. DIRECTOR REPORT

1. Review November Activity at the Museum
2. December - Pioneer Christmas/ Volunteer Help
3. Overview of UMA Conference in Vernal
4. Draft 2024 Calendar Year Events

D. BOARD REPORTS

1. Vice Chair - Robin Jensen
Wire recording progress
2. Nancy Smith
DUP Cabin
3. Bob Brown
Thurston/ Chase Cabin
4. Jana Taylor
Aunt Hannah's Trunk
5. Other reports

E. 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, October 24, 2023 at 2:30 p.m. in the Centerville City Hall Conference Room, 250 North Main Street, Centerville, Utah.

MEMBERS PRESENT

Bob Brown, was excused at 3:54 p.m.
Robin Jensen
Jim Morgan, Chair
Nancy Smith

MEMBERS ABSENT

Alyson Childs
Spencer Packer
Jana Taylor

STAFF PRESENT

Bryce King, Administrative Services Director
Haley Turner, Communications Manager
Lisa Linn Sommer, Museum Director
Bruce Cox, Parks and Recreation Director
Tyler West, Parks Maintenance Supervisor
Connie Larson, Recording Secretary

MINUTES REVIEW AND APPROVAL

Minutes of the September 26, 2023 meeting were reviewed. Bob Brown made a **motion** to approve the minutes as amended. Nancy Smith seconded the motion, which was passed by unanimous vote (4-0).

MONIES CARRIED OVER FROM FY23 DUE TO TIME ISSUES AND LATE SPRING WITH CONTRACTORS

Bryce King, Administrative Services Director, said there was money that was allowed to be carried over from last year because of the heavy winter. The projected RAP Budget for 2024 is between \$24,000 to \$25,000.

HARDSCAPE PLANS

- Event Patio
The Board is currently discussing conceptual plans on a hardscape area to allow for events on the east side of the Museum allowing for less noise and more options in the summer.

1 • Summer Kitchen Garden/Education Yard

2 The summer kitchen needs to be staged, and the area around it needs to be as it
3 historically correct as possible. When this is completed, there could be candle making
4 and dye classes, and other events, along with a garden, outhouse, clothes line and other
5 time accurate amenities. Farm implements displayed, orchard, smoke house,
6 raspberries, blackberries, and other farm essentials.

7
8 • Arbor

9 This area will have rocks, grape arbors will be added to soften the look of the vinyl
10 fence and UTOPIA building.

11
12 • Outhouse

13 This building will be used for the storytelling and atmosphere of the time period and
14 what it was like to grow up in a small town, like Centerville during the 1880's and
15 1920's.

16
17 • Smoke House

18 The smoke house will be the same style as the Bountiful Museum, Session's smoke
19 house. It would be used for storage of chairs. These items are currently stored at the
20 Museum storage pod at the Public Works Building, which requires transporting them
21 for each event requiring extra chairs or bringing chairs over from City Hall.

22
23 • Orchard

24 The purpose of the orchard is to share the fact that Davis County and Centerville City
25 was known for its production of favorable fruit orchards and farms. A small English
26 style orchard will allow this story to continue to be told to patrons, and be a beautiful
27 photo op and location to sit and enjoy for a spell. Bruce Cox asked who would take
28 care of the fruit trees. Lisa Sommer said there are service missionaries with the LDS
29 Church that would take care of the trees. The Board discussed a walking path through
30 the orchard that could be concrete, stamped concrete, and rocks with pavers.

31
32 • Fire Pit

33 The fire pit could be located on the south side of the event patio. This will allow for
34 entertainment and ambiance. Example, F 'Haunting at the Whitaker.' S'mores event,
35 possible, 'Open Mic Night.'

36
37 • Garden Fees

38 Garden fees need to be increased to pay for the rental of a garden waste dumpster for
39 people who rent the garden plots to dump their garden waste. The last day of gardening
40 is October 28th. Lisa Sommer asked if the garden can be tilled in the fall and the spring,
41 instead of just in the spring. Bruce Cox said the Parks and Recreation Department will
42 till the garden plots in the fall and the spring.

PLANS FOR EVENT BARN

The Board discussed an event barn that would be used for Whitaker Museum events, bingo games, weddings, and parties. The barn will be prebuilt and then shipped to the location where it is assembled on the property. An interest has been expressed in the barn, but a cost analysis breakdown would need to be obtained, including how many people the barn can hold. A concrete foundation must be poured, and it will need to be determined if this will be a building for education or a money-making building. Parking, utilities, and rest room facilities are also a consideration.

Tyler West, Parks Maintenance Supervisor, reported he built a barn on his property, which is used as a shop for his hobbies. His barn is larger than the barn being considered by the Museum Board. Lisa and a Board member will go and look at Tyler West's barn to compare the sizes for best utilizations of the building.

At 3:54 p.m., Bob Brown was excused from the meeting.

DIRECTOR'S REPORT

Lisa Linn Sommer displayed the new logo for the Davis County Museums. Lisa also reported the Haunting at the Museum went very well. There were 63 people in attendance, even though it rained that day. Mike Higgins and his team set-up benches and heat towers. Bruce Smith volunteered most of the morning helping to set-up the fire pit, tiki torches, stack wood, and place a safety barrier around the fire. He also returned to clean-up the event area the following morning.

Christina Wilcox came to the Museum today, and she might be volunteering in the future. She is a descendant of Lucille Reading and she lives in the original Reading home.

BOARD REPORTS

Bob Brown said how much he appreciated the Youth Council and their help with the Fall Pumpkin Festival held at Smith Park on Monday, October 23rd. This event was held at Smith Park instead of the Whitaker Museum this year due to landscaping and new grass seed. The event was well attended, with more than 2,000 guests during the evening. It was decided that Smith Park is larger and provides a successful venue for this event.

NEXT MEETING

The next Whitaker Museum Board meeting will be held on Tuesday, November 28, 2023 at 5:00 p.m. at City Hall.

ADJOURN

At 4:00 p.m., Nancy Smith made a **motion** to adjourn the meeting. Robin Jensen seconded the motion, which was passed by unanimous vote (3-0).

Jennifer Robison, City Recorder

Date Approved

Connie Larson, Recording Secretary