Minutes of the Centerville City Whitaker Museum Board held Tuesday, December 6, 2016 at 12:00 noon in the lunch room at City Hall, 250 North Main Street, Centerville, Utah.

Members Present
Diane Chamberlain
Mel Miles
Spencer Packer, Chair
Nancy Smith
Paul Thomas Smith
Laura Toney

Staff Present
Lisa Linn Sommer, Museum Director
Stephanie Ivie, City Council Liaison
Connie Larson, Recording Secretary

Minutes Review and Approval
Minutes of the November 15, 2016 Whitaker Museum Board meeting were reviewed. Mel Miles made a motion to approve the minutes as amended. Diane Chamberlain seconded the motion, which was passed by unanimous vote (6-0).

Video on Centerville’s History
Paul Thomas Smith reported he works four to five hours each day on the research for the documentary he is making on Centerville’s history. He is currently doing the editing and rewriting. Steve Thacker, City Manager, and Lisa Sommer, Museum Director, discussed the progress of the documentary at their last meeting.

2017 Calendar of Events
Nancy Smith reported on the storytelling for the next year. She was able to make contacts and secure the presenters from March to October. Recommending that the Twilight Tour be changed to earlier in the year based on feedback from the community and to also use it as the August storytelling night. July is open and if the Director can secure docents for an open house, the museum would love to support the July 4th festivities again. Lisa Sommer reported on the events indicating two additions, Clara Goudy Day September 5th and Vestil Harrison Day, March 18th. These will be during regular business hours and refreshments will be served with possible memorabilia reflecting their lives.

The Victorian Tea will now be called Elizabeth’s Victorian Tea, and it will be held on June 3, 2017. There will be 160 guests maximum allowed, and Lori Henderson will be the chair of this event. The Cemetery Twilight Tour with Paul Thomas Smith will be held on August 8th and August 18th, allowing for extended daylight and better access for elderly citizens who wish to attend. Admission will be free, creating a public relations event, rather than a fund raiser allowing for more people to attend. The Zombie Run will be held on October 28th, with a 5k at 8:00 a.m. and a one-half mile Children’s Run at 9:00 a.m. Mike Schouten is the chair for this event.
**CLG BIDS AND CALENDAR**

Chair Packer reported there are three bids that are waiting to be received. Nancy Smith will be meeting with a contractor tomorrow on bids for grant projects. Deadlines for completion of the work and submission to the State.

**SPENCER PACKER’S REPORT OF POSSIBLE SITE PLAN IMPROVEMENTS WITH RAP TAX FUNDS**

Chair Spencer reported he contacted Wally Cooper, who has done work on LDS Church historical sites. He has done work on especially very difficult projects. Chair Packer displayed a preliminary map of the Museum site, and he discussed proposed changes to the site. Chair Packer showed the proposed drawings to Steve Thacker, City Manager, and the direction he received from the Mayor is they are in compliance with the Master Plan for the City Hall property. His proposal is for the existing driveway into the Museum at this time would be paved without gutter or sidewalk, and then clear some of the vegetation on the east side to increase the number of parking stalls to the north. This would be a three-year plan. This would take care of most of the day to day needs as most events where there is a large number of people are already being held at City Hall, so the guests are already parking at City Hall.

Chair Packer discussed the need for outside pole lighting in the parking area. There should be four to five light poles, which cost around $1,500 each. Lisa Sommer suggested using Ron Randall’s poles. He said the vision for the Museum is to be a heritage museum, not an ecstatic museum. The Board needs to define the vision of the three to five to ten-year plan. Chair Packer will present this conceptual plan tonight to the City Council.

Nancy Smith made a motion for Chair Spencer Packer to present the idea of doing a five to eight-year lighting, parking, and pathway plan for the Whitaker Museum. With the recommendation to improve the existing parking (possibly adding a few more) and asphalting the driveway with a rolled end and installing 4-6 light poles. This will improve safety concerns and address the needs of most small events and the larger groups would continue to be held at City Hall, using City Hall parking. This plan is to be presented to the City Council tonight. Mel Miles seconded the motion, which was passed by unanimous vote (6-0).

**NEXT MEETING**

The next Whitaker Museum Board meeting will be held on Tuesday, January 24, 2017 at 6:30 p.m. in the Administrative Conference Room at City Hall.

**ADJOURN**

The meeting was adjourned at 1:40 P.M.

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Spencer Packer, Chair                 Date Approved

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Connie Larson, Recording Secretary