

1 Minutes of the Whitaker Museum Board meeting held Tuesday, April 24, 2018 at 6:00 p.m. in the  
2 Administrative Conference Room at City Hall, 250 North Main Street, Centerville, Utah.

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4 **MEMBERS PRESENT**

5 Diane Chamberlain, arrived at 6:20 p.m.

6 Mel Miles

7 Spencer Packer, Chair

8 Nancy Smith

9 Laura Toney

10 Paul Thomas Smith

11  
12 **STAFF PRESENT**

13 Stephanie Ivie, City Council Liaison

14 Lisa Linn Sommer, Museum Director

15 Connie Larson, Recording Secretary

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17 **MINUTES REVIEW AND APPROVAL**

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19 The minutes of the meeting were not present for review. Nancy Smith made a **motion** to  
20 review the minutes of the March 20, 2018 meeting at home, and give any changes to Mackenzie  
21 Wood. She will send the revised copy to Board members for approval. Mel Miles seconded the  
22 motion, which was passed by unanimous vote (5-0).

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24 **DIRECTORS REPORT**

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26 Lisa Linn Sommer, Museum Director, reported on the Victorian Tea that is scheduled for  
27 May 19<sup>th</sup> at the Museum. The afternoon session is full and the morning session currently has 30  
28 reservations. The price was increased to \$18.00 per person. There are two garden plots in the 15 x  
29 30 size that are available for rent.

30  
31 The Story Telling Event on Sanford Porter was very successful, and there were 65 people  
32 in attendance. On May 8<sup>th</sup>, Police Chief Child will speak on the history of law enforcement, in  
33 conjunction with Law Enforcement Appreciation Month in May.

34  
35 The owner of the landscape business that was caring for the gardens at the Museum has  
36 sold the business, and the new owner does not want to care for the gardens. The Parks and  
37 Recreation Department did mow the lawn last week for the first time this spring, and Lisa Linn  
38 Sommer has a boy who might be volunteering to take care of the flower beds. Chair Packer said  
39 he will meet with Steve Thacker, City Manager, on this and other issues.

40  
41 At 6:20 p.m., Diane Chamberlain arrived at the meeting.

42  
43 The carriage doors have been installed, and a decision must be made on the design of the  
44 hardware. A local locksmith will be consulted on the design of the hardware.

1                    **BUDGET REVIEW OR MEETING WITH CITY MANAGER**

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3                    Mel Miles reported the budget meeting with Steve Thacker, City Manager, went well.  
4 There was modest increase over last year, and the request is for a storage container and security  
5 cameras. There was discussion on whether it would be more feasible to purchase or rent a container  
6 due to the need for more space. An email sent from Steve Thacker on January 24, 2018 indicates  
7 there is \$7,000 to spend on 2018 capital projects. The Board discussed the money that is left over  
8 in the general budget at the end of the year, and if it returns to a contingency fund. The Board will  
9 need to go before the City Council to request those funds be earmarked for specific projects, such  
10 as the Museum brochure and digitizing of Museum records.

11  
12                    **CLG APPLICATION UPDATE**

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14                    Lisa Linn Sommer, Museum Director, reported the CLG grant was received, and it will be  
15 used to repair the rock wall, the plumbing, and the wall in the archive room.

16  
17                    **RAP TAX PROJECTS APPROVED BY CITY COUNCIL**

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19                    Lisa Linn Sommer, Museum Director, reported the carriage doors and lights have been  
20 installed outside. Decisions need to be made on the cabinets and installation of the countertops.  
21 Chair Packer distributed a sketch of the proposed cabinets for the kitchen from Timber Mill  
22 Custom Cabinetry. Wood samples were also displayed. The estimated cost for the cabinets is  
23 \$4,000 installed, which does not include the plumbing. The cabinets could be installed within one  
24 to two months.

25  
26                    Nancy Smith made a **motion** to approve the design of the cabinets as presented by Chair  
27 Packer with Timber Mill Custom Cabinetry for approximately \$4,000, with a down payment of  
28 \$2,000 to schedule production. Diane Chamberlain seconded the motion, which was passed by  
29 unanimous vote (6-0).

30  
31                    The Board agreed to allow Chair Packer to find a white microwave for the kitchen.

32  
33                    Nancy Smith made a **motion** to give Chair Packer the opportunity to move forward on the  
34 purchase of the sink, faucet, and microwave. Laura Toney seconded the motion, which was passed  
35 by unanimous vote (6-0).

36  
37                    Lisa Linn Sommer displayed carpet and laminate samples for the Museum kitchen. The  
38 carpet will cost \$2,000 at Allied Flooring. Mike & Sterling's Flooring gave a bid on laminate  
39 flooring that would cost around \$2,500. Lisa expressed a preference for the laminate flooring.

40  
41                    Mel Miles made a **motion** to recommend a subcommittee be appointed that can make  
42 decisions on behalf of the Board that involve choosing colors and design aspects that the Board is  
43 engaged in currently and in the future. Laura Toney seconded the motion, which was passed by  
44 unanimous vote (6-0).

1 Mel Miles made a **motion** to recommended Chair Packer, Lisa Linn Sommer, Paul Smith,  
2 and Diane Chamberlain be on the subcommittee. Chair Packer will ask interior designers to donate  
3 their time to give suggestions to the Board. Nancy Smith seconded the motion, which was passed  
4 by unanimous vote (6-0).

5  
6 **BOARD REPORT**  
7

8 Diane Chamberlain discussed the tiles on the fireplace. She researched the tiles on the  
9 internet, and she believes they are handmade tiles by John Mills Whitaker, a son of Thomas  
10 Whitaker. She believes the artist of the tiles was Ernest Batchelder, and she would like the tiles to  
11 be authenticated. John Mills Whitaker wrote in his journal that Joseph was doing Batchelder tiles  
12 on the fireplace. Jannah Taylor is a new docent at the Museum and is a descendent of Hannah  
13 Whitaker.

14  
15 Paul Thomas Smith reported last Thursday he and his son, Brandon, met with Bruce  
16 Newbold who did the narration for the DVD on Thomas Whitaker. He will plan to show the DVD  
17 at the next meeting. He proposed a subcommittee be formed to decorate the interior of the Museum.  
18 Brigham Young's portrait needs to be displayed, along with the artifacts from B.H. Roberts. He  
19 has been trying to obtain some furniture of Thomas Whitaker that he made in his early years, which  
20 are in the ownership of the DUP. There are two tables that belong to B. H. Roberts, and he would  
21 like to negotiation with the DUP to trade a table for some of Thomas Whitaker's furniture they  
22 have.

23  
24 Mel Miles made a **motion** that a subcommittee be appointed to include Paul Thomas Smith,  
25 Diane Chamberlain, and Lisa Linn Sommer who can make decisions regarding the exhibits  
26 displayed at the Whitaker Museum, and use the purposes of the Museum guidelines and policies  
27 for determination in making decisions. Nancy Smith seconded the motion, which was passed by  
28 unanimous vote (6-0).

29  
30 Chair Packer contacted an antique dealer in Salt Lake City, and he gave the dealer  
31 photographs of some of the furniture that belonged to B. H. Roberts. The dealer gave a value of  
32 each piece of furniture. The provenance would add to sell ability, but not to the value of the  
33 furniture. The lighting in the parking area at the Museum has been completed. Pictures that were  
34 taken of the project will be kept in a file, and this project will be featured in the City newsletter.

35  
36 Lisa Linn Sommer reported 75 children from J. A. Taylor Elementary will be coming for  
37 a tour of the Museum on April 30<sup>th</sup>.

38  
39 Nancy Smith reported even though it is a challenge to have The Story Telling at the  
40 Museum, it gives visitors more exposure and interest to come back for a tour. The problem is  
41 space, but if we were to open up the possibility of using the parlor and kitchen as seating areas, it  
42 would only require a second speaker or screen. Large groups could then be accommodated. The  
43 Board agreed to pursue the cost of having another speaker or screen installed.

1 The Landmarks Commission would like to have a member of the Whitaker Museum Board  
2 attend their meetings. Stephanie Ivie, City Council Liaison, reported the Landmarks Commission  
3 would like to have more interaction among the two historic groups. Jeanne Randall is the current  
4 custodian of the Landmarks Commission. There is a man who would like to place his beehive in  
5 the Museum garden, and the retaining wall has been completed.

6  
7 Laura Toney asked if there is City protocol on security issues. Chief Child told her it is not  
8 possible to install a panic button at the Museum, and docents will have to call 911 if there is an  
9 emergency. The Museum has requested security cameras in their budget. Stephanie Ivie, City  
10 Council Liaison, said she heard there was a problem with the phone line, but she thought it was  
11 resolved. The City has had technical and phone problem in the past, but she thought the Museum  
12 phone lines were taken care of. Coralee and Cheryl, who are docents, have received complaints  
13 that people are unable to leave messages on the answering machine at the Museum. This is  
14 affecting the number of tours coming to the Museum. Chair Packer will discuss this issue with  
15 Steve Thacker.


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17 **NEXT MEETING**

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19 The next Whitaker Museum Board meeting will be held on May 22, 2018 at 6:00 p.m. at  
20 City Hall.

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22 **ADJOURN**

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24 At 8:05 p.m., Laura Toney made a **motion** to adjourn the meeting. Paul Thomas Smith  
25 seconded the motion, which was passed by unanimous vote (6-0).

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30 Spencer Packer, Chair

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35 Date Approved

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34 Connie Larson, Recording Secretary

