Minutes of the Whitaker Museum Board meeting held Tuesday, March 28, 2017 at 6:30 p.m. in
the City Council Room at City Hall, 250 North Main, Centerville, Utah.

MEMBERS PRESENT
Diane Chamberlain
Mel Miles
Spencer Packer, Chair
Nancy Smith
Paul Thomas Smith

MEMBERS ABSENT
Laura Toney

STAFF PRESENT
Stephanie Ivie, City Council Liaison
Lisa Linn Sommer, Museum Director
Connie Larson, Recording Secretary

MINUTES REVIEW AND APPROVAL
Minutes of the February 28, 2017 meeting minutes were reviewed. Mel Miles made a
motion to approve the minutes as amended. Diane Chamberlain seconded the motion, which was
passed by unanimous vote (5-0).

WHITAKER OPERATIONS WORK SESSION
Lisa Linn Sommer, Museum Director, distributed “The Whitaker” Centerville’s Heritage
Museum Recommended Operating Procedures (ROP), with the revisions that were recommended
from the last meeting. The Board discussed and made other changes to the document, but ended at
Section VII, Building Use Agreement. The Board will review the remainder of the Operating
Procedures at the next meeting.

BUDGET REVIEW
Lisa Linn Sommer, Museum Director, distributed the Whitaker Museum Budget for 2017-
2018. The Board made changes to the budget under Public Relations, and added the possibility of
sharing the reproduction cost with Landmarks Commission’s Walking Tour Pamphlet under
Programs and Projects. The requested budget must be submitted to Jacob Smith by April 4, 2017.

Chair Packer made a motion to approve the Whitaker Museum Budget pending final
numbers that are given by staff. Diane Chamberlain seconded the motion, which was passed by
unanimous vote (5-0).
BOARD BUSINESS

Lisa Linn Sommer, Museum Director, reported the Garden Meeting was held last night. All of the garden plots have been rented for this season. Chair Packer signed a thank you letter to Oakdell for the compost they provided for the garden plots.

Chair Packer said there are two Boy Scouts that are working on two potential Eagle Scout projects. One of the Boy Scouts is considering making a pathway with bricks from the police station to the school house, and the other Boy Scout is considering making a covering over the walkway. The Board discussed the covering over the walkway, but agreed it may not be conducive for this area. Solar lighting was also suggested. Kevin Campbell, City Engineer, was going to provide a sketch of the parking lot for the Museum, but he has now sent the project out for bid. The Board agreed they do not want a covering over the walkway from the police station to the school house.

NEXT MEETING

The next Whitaker Museum Board meeting will be held on Tuesday, April 25, 2017 at 6:30 p.m. at City Hall.

ADJOURN

At 8:40 p.m. Chair Packer made a motion to adjourn the meeting. Diane Chamberlain seconded the motion, which was passed by unanimous vote (5-0).

Spencer Packer, Chair

Connie Larson, Recording Secretary

4-25-2017
Date Approved