

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

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4 **MEMBERS PRESENT**

5 Diane Chamberlain
6 Mel Miles
7 Spencer Packer, Chair
8 Nancy Smith
9 Paul Thomas Smith

10
11 **MEMBERS ABSENT**

12 Laura Toney

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14 **STAFF PRESENT**

15 Stephanie Ivie, City Council Liaison
16 Lisa Linn Sommer, Museum Director
17 Connie Larson, Recording Secretary

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19 **MINUTES REVIEW AND APPROVAL**

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

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25 **WHITAKER OPERATIONS WORK SESSION**

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27 Lisa Linn Sommer, Museum Director, distributed "The Whitaker" Centerville's Heritage
28 Museum Recommended Operating Procedures (ROP), with the revisions that were recommended
29 from the last meeting. The Board discussed and made other changes to the document, but ended at
30 Section VII, Building Use Agreement. The Board will review the remainder of the Operating
31 Procedures at the next meeting.

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33 **BUDGET REVIEW**

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35 Lisa Linn Sommer, Museum Director, distributed the Whitaker Museum Budget for 2017-
36 2018. The Board made changes to the budget under Public Relations, and added the possibility of
37 sharing the reproduction cost with Landmarks Commission's Walking Tour Pamphlet under
38 Programs and Projects. The requested budget must be submitted to Jacob Smith by April 4, 2017.

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

1 **BOARD BUSINESS**

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3 Lisa Linn Sommer, Museum Director, reported the Garden Meeting was held last night.
4 All of the garden plots have been rented for this season. Chair Packer signed a thank you letter to
5 Oakdell for the compost they provided for the garden plots.
6

7 Chair Packer said there are two Boy Scouts that are working on two potential Eagle Scout
8 projects. One of the Boy Scouts is considering making a pathway with bricks from the police
9 station to the school house, and the other Boy Scout is considering making a covering over the
10 walkway. The Board discussed the covering over the walkway, but agreed it may not be conducive
11 for this area. Solar lighting was also suggested. Kevin Campbell, City Engineer, was going to
12 provide a sketch of the parking lot for the Museum, but he has now sent the project out for bid.
13 The Board agreed they do not want a covering over the walkway from the police station to the
14 school house.
15

16 **NEXT MEETING**

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

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

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33 Date Approved

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Connie Larson, Recording Secretary

