

1 Minutes of the Whitaker Museum Board meeting held Tuesday, May 23, 2017 at 6:30 p.m. in the
2 Business Office Conference Room at City Hall, 250 North Main Street, Centerville, Utah.

3
4 **MEMBERS PRESENT**

5 Diane Chamberlain
6 Mel Miles
7 Spencer Packer, Chair
8 Nancy Smith
9 Paul Thomas Smith
10 Laura Toney, arrived at 6:35 p.m.

11
12 **STAFF PRESENT**

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

16
17 **MINUTES REVIEW AND ACCEPTANCE**

18
19 Minutes of the April 25, 2017 meeting minutes were reviewed. Nancy Smith made a
20 **motion** to approve the minutes as amended. Diane Chamberlain seconded the motion, which was
21 passed by unanimous vote (5-0).

22
23 At 6:35 p.m., Laura Toney arrived at the meeting.

24
25 **WHITAKER TITLE 8 – ORDINANCE**

26
27 Lisa Linn Sommer, Museum Director, distributed the proposed addition to Title 8, Public
28 Property, for the Board to review. This proposed addition to the Ordinance is to set forth applicable
29 provisions and regulations for the operation and maintenance of the Whitaker Museum.
30 Clarification will need to be obtained on who is responsible for the maintenance of the Museum
31 grounds, and if the City Council must approve fees at the Museum. Lisa Linn Sommer will ask the
32 City Attorney for clarification on animals that would be allowed at the Museum for educational
33 purposes.

34
35 Nancy Smith made a **motion** to adopt Title 8 with the amendments as noted, with Lisa Linn
36 Sommer to visit with Lisa Romney, City Attorney, for clarification on the three items discussed
37 (as noted above). Mel Miles seconded the motion, which was passed by unanimous vote (6-0).

38
39 **BOARD MEMBER REPORTS**

40
41 Laura Toney reported she talked with Performance Audio about the sound system for
42 outdoor activities at the Museum. The man at Performance Audio felt one speaker would be
43 adequate for the needs of the Museum. The sound system is \$750, and additional speakers can be
44 added to the sound system at a cost of \$350, as it is expandable. It is not a portable speaker, as it
45 relies on electricity. The budget for the sound system is \$1,000.

1 Mel Miles made a **motion** to approve the sound system for \$750, knowing that it is
2 expandable, and another speaker can be purchased next year if desired. Nancy Smith seconded
3 the motion, which was passed by unanimous vote (6-0).
4

5 Laura Toney reported Wanda McFall has been involved with the veteran entries for the 4th
6 of July Parade each year. She has combined names of veterans who have lived in Centerville, along
7 with a short biography of many of the veterans. This list of veterans and their biographies will be
8 stored at the Whitaker Museum. Laura offered to be the liaison between the Whitaker Museum
9 and the schools for tours at the Museum.
10

11 Paul Thomas Smith reported he visited with Ron Randall and his carriage is not road
12 worthy so he will not be in the 4th of July parade this year. Mr. Smith reported Thomas Whitaker's
13 journals are now accessible on line from the University and he has found numerous errors in the
14 original biography of Thomas Whitaker. He is issuing a new version that will have corrections
15 made, and one copy will be available at the Museum at the end of the summer. Mr. Smith
16 discovered today that the rock home will be 125 years old this year, and he would like to have a
17 celebration. The Board agreed that in the fall, when other events have slowed down, a date will be
18 chosen to have a cake and a banner in front of the Museum inviting people to come in for cake.
19 Mr. Smith reported the CD he is making on the Whitaker Museum is moving forward.
20

21 Chair Packer distributed drawings of changes to be considered to the Museum in order to
22 obtain a storage closet at the Museum. He recommended roughing in the bathroom to the full
23 extent it would need to be to meet code (6') and using the space for storage for the time being. His
24 first choice was not to rough in a smaller area that might be changed at some future date if and
25 when a bathroom might be considered at some point. Lisa Linn Sommer spoke with Sabrina and
26 Jennifer from Arts and Museum about a place to store artifacts that is temperature stable for wood,
27 leather, and paper. They said it is not feasible to store artifacts in the attic, but the basement would
28 be safe as long as the artifacts are off the ground and two inches away from the wall. The best
29 scenario is to have the items stored in boxes specifically made for artifacts. She feels it is not
30 necessary for the storage closet to be built and everything will fit downstairs. She would like to
31 have a pie safe or partition wall at the door opening of the office instead of the sink and microwave
32 being in view to help keep the feel and integrity of an office. The purpose of this office is to be a
33 research room that is open to the public. The Board agreed the bathroom size requirement is
34 problematic and doesn't make sense to complete for downstairs now or in the future. Chair Packer
35 also reported that the cost to extend the plumbing for the upstairs bathroom would be minimal if
36 done now compared to later. If the plumbing is to be completed upstairs it needs to be done while
37 the walls are open. He also determined the reason the bathroom sink doesn't drain is due to a lack
38 of a proper ventilation pipe.
39

40 Chair Packer made a **motion** to move the plumbing to the middle of the wall and go for
41 RAP Tax funding to cover the additional unexpected expenses. (Concrete floor removal and
42 replacement, furring out the walls, etc.)

1 Chair Packer amended the **motion** to include additional plumbing expenses to relocate the
2 service sink in the archive room, and to rough in the plumbing for the upstairs existing bathroom
3 tub while there is access in the ceiling that would be enormously expensive to do later. Mel Miles
4 seconded the motion which was passed by unanimous vote (6-0).
5

6 Chair Packer received a letter that his term on the Board has been renewed for three years.
7 Chair Packer talked with Chad Salmon, who is an electrical contractor with CCN. A Boy Scout is
8 interested in installing the conduit for the poles for his Eagle Scout project. The location for the
9 lamps needs to be determined, as the Boy Scout is ready to do this project.
10

11 Nancy Smith recommended a Director's Report be placed on the agenda for the monthly
12 meetings. This would be a time when the Museum Director would inform the board members on
13 events that have occurred during the past month, meetings with staff and other upcoming or
14 pending matters of concern. This would help the Board to be more effective in making decisions.
15

16 Chair Packer made a **motion** to have the monthly agenda include the Director's Report as
17 part of the course of business. Laura Toney seconded the motion, which was passed by unanimous
18 vote (6-0).
19

20 Lisa Linn Sommer reported there was a school tour today from Jennie P. Stewart
21 Elementary. Both sessions for the Tea Party have been filled, and people had to be turned away.
22 The next Story Telling event will be on June 13th, and it will be Paul (Whitey) and Rose Tingey
23 Uffens. The garden plots are full, and the bees are doing great. Oakdell Farms delivered another
24 load of mulch for the garden plots. Ruth Tingey and Andrea Richmond are new docents at the
25 Museum. Claudia Cole is a new docent, but is having surgery soon. Paul Thomas Smith will be at
26 the Museum on July 4th from 11:00 a.m. to 1:00 p.m. The City Park employees cannot maintain
27 the flower beds at the Museum. Steve Thacker, City Manager, has recommended approval of
28 spring and fall cleanup at a cost of \$1,000.
29

30 Mel Miles will request to be on the agenda at the May 30th City Council budget work
31 session to request more money for yard maintenance at the Museum. Chair Packer will talk with
32 Bruce Cox, Parks and Recreation Director, to see why his employees will not take care of the
33 flower beds at the Museum. A volunteer from Just Serve will be making a design for the donation
34 ~~volunteer~~ box at the Museum.
35

36 NEXT MEETING

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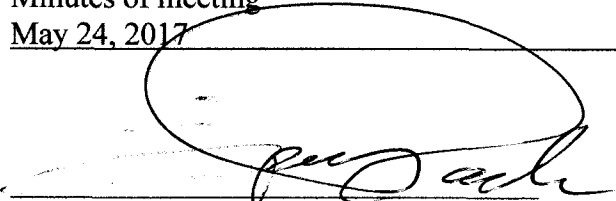
38 The next Whitaker Museum Board meeting will be held on Thursday, July 11th at 6:30 p.m.
39 in the Administrative Conference Room at City Hall.
40

41 ADJOURN

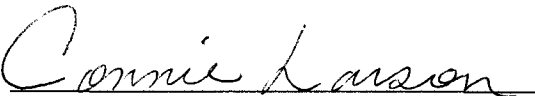
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43 At 8:30 p.m., Diane Chamber made a **motion** to adjourn. Mel Miles seconded the motion,
44 which was passed by unanimous vote (6-0).

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Spencer Packer, Chair

7-18-2017
Date Approved


Connie Larson, Recording Secretary

