

1 Minutes of the Whitaker Museum Board meeting held Tuesday, October 30, 2018 at 5:00 p.m. in
2 the City Council Conference Room at City Hall, 250 North Main Street, Centerville, Utah.

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4 **MEMBERS PRESENT**

5 Carol Bake, was excused at 6:50 p.m.
6 Diane Chamberlain, arrived at 5:20 p.m.
7 Nancy Smith, Assistant Chair
8 Paul Thomas Smith

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10 **MEMBERS ABSENT**

11 Mel Miles
12 Spencer Packer, Chair

13
14 **STAFF PRESENT**

15 Stephanie Ivie, City Council Liaison, arrived at 6:10 p.m.
16 Lisa Linn Sommer, Museum Director
17 Connie Larson, Recording Secretary

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19 **MINUTES REVIEW AND ACCEPTANCE**

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21 At 5:20 p.m., Diane Chamberlain arrived at the meeting.

22
23 Minutes of the September 25, 2018 Whitaker Museum Board meeting were reviewed.
24 Nancy Smith made a **motion** to approve the minutes as amended. Carol Bake seconded the motion,
25 which was passed by unanimous vote (4-0).

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27 **DIRECTOR'S REPORT**

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29 Lisa Linn Sommer, Museum Director, reported she called Timber Mill Cabinets last week
30 to check on the status of the cabinets for the Museum kitchen. The cabinets were scheduled to be
31 installed October 9th, but they are not ready. The Cemetery Tour was cancelled due to Paul Thomas
32 Smith's illness. There were 60 people who had registered to attend the Cemetery Tour, and Lisa
33 called each person to inform them of the cancellation. The Cemetery Tour is a popular event, and
34 it will be held next year.

35
36 Lisa attended two educational conferences during the past month. The Rio Grande
37 Conference was focused on transportation in Utah and how the railroad changed life in Utah. The
38 Green River Conference was on how to determine whether something should be considered
39 historical or not. For example, an historical landmark cannot be named until five years after
40 someone has died; for example a mountain top. The third conference was in Lehi at the Hutchings
41 Museum. A man from the Utah Archival Department discussed how artifacts are to be stored in
42 archive boxes on shelves and not in file cabinets. There will be scholarships forthcoming in the
43 future where people will come to the Museum to do the filing of archives. There is going to be an
44 audit by the State of all the departments and their job descriptions to see if employees are being
45 paid correctly. The Whitaker Museum will need to see if funding is available for an archive room

1 The front and back doors need to be refinished and weatherized before winter. The Board
2 discussed if a screen or glass door should be installed in front of the wood doors. Three bids have
3 been obtained that range from \$800 to \$1,000 on the removal of the pine tree on the north side of
4 the Museum. Bruce Cox said the Parks Department might be able to remove the tree cheaper than
5 the lowest bid. Jolene Jackson told Lisa to make sure taxes are being collected on the sale of DVD's
6 at the Museum. There were questions raised about this, as the Museum is a nonprofit organization.
7 Lisa will verify with the State if taxes need to be paid on the sale of the DVD's.

8
9 Guy Carpenter dry walled the archive room. He will return to sand and paint the walls. The
10 desk has been delivered. Marilyn Hymas, interior decorator, wants to have her friend visit the
11 Museum, as he is an antique dealer and he is considering donating antique parlor furniture to the
12 Museum. Marilyn Hymas suggested having elderly local artists donate their art work to display at
13 the Museum, but there is art work already at the Museum that is in storage. This issue will be
14 discussed at a future meeting.

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16 **BOARD REPORT**

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18 Diane Chamberlain reported a couple came to the Museum who collect antiques. They sold
19 their home in Idaho, and they would like to purchase a stone home in the area. They have organized
20 Fairs in the past with the collections they have. Diane suggested having this couple do an antique
21 fair at the Museum.

22
23 Paul Thomas Smith said he turned over seven years' worth of research files he has
24 completed to the Museum, with the provision that Lisa Sommer can discard anything she wants.
25 The information he donated is wherever Thomas Whitaker is mentioned. Paul would like to display
26 most of the furniture at the Museum that is currently in storage.

27
28 **2018/2019 CALENDAR REVIEW**

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30 Lisa Summers, Recreation Director, will need the Calendar Review for the Whitaker
31 Museum after the next meeting. The Board discussed events held at the Museum. She will prepare
32 the calendar and email it to Board members for their review and approval. The CLG grant ends in
33 August of 2019, and decisions must be made on how the grant will be used.

34
35 At 6:10 p.m., Stephanie Ivie, City Council Liaison, arrived at the meeting.

36
37 The Board discussed the Victorian Tea that is held in May, and if it should be continued.
38 The Board agreed if the Tea is continued, more money needs to be charged per plate. The Museum
39 Director and Board should not be involved in the preparation and serving at this event. Laura
40 Toney has agreed to be a liaison for the Board by going to the schools to inform them of the tours
41 at the Museum. Board members are to email Lisa with their ideas for the Storytelling events for
42 next year.

1 **MUSEUM LANDSCAPE PLAN**

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3 The Board identified items they want to have as part of the landscape plan. Paul Thomas
4 Smith said he wants to create a second tour of the outside of the Museum involving a mini orchard
5 of heritage trees and plants that can tell the story of the orchards and fruit that was critical to Davis
6 County. Poplar trees could be planted on the east side that help tell the story of the east winds.

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8 At 6:50 p.m., Carol Bake was excused from the meeting.

9
10 **NEXT MEETING**

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12 The next Whitaker Museum Board meeting will be held on Tuesday, November 27th, at
13 5:00 p.m. at City Hall.

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15 **ADJOURN**

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17 At 6:53 p.m., the meeting ended, as a quorum was no longer present.

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22 _____
23 Nancy Smith, Vice Chair

Date Approved

24
25 *Connie Larson*
26 _____
27 Connie Larson, Recording Secretary