

**Hunterdon County Cultural & Heritage Commission
MINUTES**

**Regular Monthly Meeting
9:30 a.m., Thursday March 29, 2012
Bldg. # 1, Route 12 County Complex, Raritan Twp., NJ**

Present: Stephanie B. Stevens, Frank Curcio, Lora W. Jones, John Kuhl, James Davidson, Janet M Hunt, Elizabeth M. Rice

Absent: Christopher Pickell, Beverly N. Drake, George B. Melick

Staff Present: Kevin Richardson, Sue Dziamara

O.P.M.A.

At 9:30 a.m. Chairman Stevens declared the meeting open and properly advertised in accordance with the provisions of the Open Public Meetings Act.

I. APPROVAL OF February 23, 2012 MINUTES

Moved by Kuhl to approve, 2nd Curcio, Motion Carried.

II. GRANT REPORTS

NJSCA (New Jersey State Council on the Arts)

Staff reported that the FY2011 NJSCA Final Report was submitted to the State on March 22; once the final payment is received the funds will be disbursed to our re-grantees.

Staff received notification that the ADA Plan submitted will require some additional information, staff will coordinate with Barbara Metzger, the County ADA representative, and report on its progress at the April meeting. The State now has a self-assessment report that is submitted on line.

Staff would like to modify the Re-grantee Final Report form to match the State Final Report form; all agreed this was more efficient.

FY2012-13 NJSCA Grant, we have submitted requisitions to Finance to process our Re-grantee initial 85% payment. Staff is working with Purchasing to update their vendor log to make sure it is current to ensure processing and payment are not delayed.

The Chair questioned the recent changes in the processing of re-grantee payments; staff assured the Chair that he would be working with Purchasing to ensure correct information and the most efficient process is followed.

NJHC (New Jersey Historical Commission)

Staff reported that the payment to re-grantees and the seven mini-grants were processed in February.

III. COMMISSION PROJECTS

Arts

Kids Culture: Commissioner Jones reported three activities were held and a fourth is coming up on April 4, Abe Lincoln Impersonator. Opera Works is also scheduled; other programs will be scheduled in the fall, thus far \$3,420 has been spent.

2012 Arts Exhibition: Commissioners Hunt & Jones confirmed that the Prallsville Mill will be the site of this year's exhibit; art will be received on September 4, and the opening reception may be held on Friday, the 7th - all to be determined with the art committee meets next month. There are ongoing efforts to update the invitation list, all commissioners were asked to update or add to the list, email addresses could be used and reduce the cost of mailing. This year is a juried art exhibit, it was suggested that Elizabeth Mackie be paired with Gary Erby (painter) as judges. This year we will be looking for a program with a "wow" factor, not the typical "red barn" presentation. Commissioner Hunt was asked to supply her list of artists for potential invitations to the Exhibition.

Art Goes to School: The Commission Chair spoke briefly about the program and how valuable it is. ARC of Hunterdon has a new representative, Denise Snyder; Karene will be attending the June 4 Chapter Chair meeting in Pennsylvania; there are 16 members and Karene has received emails from three others interested in volunteering. Karene would like to get a page on the County website for the AGTS program.

History & Preservation

Commissioner Kuhl informed the Commission that he attended the lecture by Commissioner James Davidson on the Lindberg trial, Up on the Mountain, and it was very entertaining. Jim hopes to expand his research into Flemington during this historic time.

Site Signs: Commissioner Kuhl reported that he had an application from Brethren Church from the Delaware Twp Historic group; there was some questioning about who could apply for site signs, it was determined that any person could make a nomination. Commissioner Jones will coordinate information with Commissioner Kuhl and send a press release to the papers.

Sites of Historic Interest: Chair Stevens reported that Readington has submitted their information, a Tewksbury representative (Helga Schwartz) has responded to the request to take pictures. Lebanon Twp is moving forward with their project. The project continues to move forward, slowly.

Roads of Home: Commissioner Curcio brought some pages to share with the Commission; he reported that he continues to learn new facts and continues to edit and has asked Commissioner Jones to assist in reviewing sections. Commissioner Davidson asked if Commissioner Curcio could help in determining where the Old York Road went to from Centerville, this was a request from the Curator of the Hopewell Museum.

Architecture in Education: Chair Stevens reported that Commissioner Pickell agreed to work on a book documenting Hunterdon's architectural history for the 300th anniversary.

Hunterdon's Civil War Vets: Commissioner Kuhl reported that he continues to edit his work, Commissioner Rice is moving forward and getting volunteers to index the photographs, she will have a better idea of how long it will take after it gets started. Congratulations to Commissioner Rice, she graduated this month.

300th Anniversary of the County: Commissioners Kuhl and Jones reported there were new people at the last meeting and it was noted that attendance mandatory only once a quarter, as long as one's project work continues and is reported by email. Anniversary Chair Karrow is doing a great job according to Commissioner Kuhl. Chair Stevens reported that only the sections for Government and Industry remain to be completed for the update to the 300th book. No word yet on the NEA grant for the Paul Jennis Mural project.

Commissioners Kuhl and Jones recommended that Commissioner Curcio speak with the 300th Committee Chair about serving as project manager for a Tercentenary program similar to the successful Park & Rec tours. The 300th meetings are on the second Wednesday of each month, 7-9PM.

Essay Contest: Chair Stevens reported that Readington Township is going to be involved this year, and we are getting a good response. The event is scheduled for the Freeholder meeting on **May 15** in the Historic Courthouse. Staff should coordinate with Finance to get the gift cards for the event.

Chairman's Report: None

Parks & Rec Liaison Report: This program has been discontinued.

IV. NEW BUSINESS

Distinguished Achievement Award event, only four nominations to date, there was discussion among the Commission members about potential recipients for the event; high school events were also discussed as potential recipients, maybe next year, only if all HS events are witnessed by at least one Commissioner. It was noted that more outreach needs to

be done. Staff was asked to coordinate May 15, 4PM, before the Freeholder meeting and Essay awards in the Historic Courthouse for the award ceremony; staff will confirm if there are food service requirements for the Historic Courthouse.

It was recommended that next year this program be combined with the Planning Board's Award event.

Spirit of New Jersey: The Chair asked if the Commission wanted to participate; general response was "yes." Staff was asked to reserve a van, 2 tables and 4-5 chairs for the event, May 12, 11-5, Washington Crossing, set up by 10, should leave here by 8:30AM. Commissioners will meet at the Route 12 building and van-pool to the event; still need to plan the display, it was suggested we need something eye-catching to attract visitors.

V. OLD BUSINESS

Steering Committee/Long Range Plan: Staff asked the Commission to appoint two representatives to sit on the Long Range Plan Steering Committee, Lora Jones and Frank Curcio volunteered.

Deed Research Event/May 5, 2012: This event (originally scheduled for the Planning Conference Room) will now be held in the Deed Room with the cooperation of the County Clerk. Commissioner Jones will prepare a Press Release; staff should pursue the purchase of graph paper, pencils, compasses and protractors for the event (up to 10 people).

Arts/History Expo / Change Date: Tentative date of May 26 is Memorial Weekend, June 23, 11-3 was approved. Staff recommended opening this Expo up to the public to introduce the organizations to the public and get a wider range of participants. Organizations will set up at 11AM and meet other organizations; the general public would be invited to attend between noon and 3PM.

Survey Monkey Discussion: Staff asked each of the Commissioners to submit one or two questions to be used with Survey Monkey to gather information from additional public sector groups/individuals. Commissioner Curcio volunteered to review the questions and asked all Commissioners to send all proposals to him and he will review and forward to staff. Cost could be provided through the NJHC Grant; Motion Curcio, 2nd Jones, motion carried. Audience is general public; questions should focus on HC organizations and events.

Historic Grants: Staff distributed a list of six (6) Historic Grant Applications received and asked the Commission to appoint a grant panel to review them; there is some urgency as the recommendations of the Commission must then be forwarded to the Open Space Advisory Board for their concurrence.

VI. ANNOUNCEMENTS / CORRESPONDENCE

Various fliers/brochures, newsletters, invitations, press releases, meeting notices, et al.

VII. ADJOURNMENT

There being no further business before the Commission, Kuhl moved, Jones 2nd to adjourn.

Motion carried Meeting adjourned at 11:40a.m.

Respectfully submitted

Sue Dziamara