

**Hunterdon County Cultural & Heritage Commission  
MINUTES**

**Regular Monthly Meeting  
9:30 a.m., Thursday January 31, 2013  
Bldg. # 1, Route 12 County Complex, Raritan Twp., NJ**

**Present:** Stephanie B. Stevens, Frank Curcio, Lora W. Jones, John Kuhl, Elizabeth M. Rice, Christopher Pickell, Linda Dujak Ph.D.

**Absent:** James Davidson, Janet M. Hunt

**Staff Present:** Rick Steffey, Ken Bogen

**1. O.P.M.A.**

At **9:32 a.m.** Chair Stevens declared the meeting open and properly advertised in accordance with the provisions of the Open Public Meetings Act. She then turned the meeting over to the Nominating Committee for the Election of Officers.

**ELECTION OF OFFICERS:** Commissioner Kuhl reporting for the Nominating Committee opened the floor for nomination of Stephanie Stevens for Chair. Commission Curcio moved that nomination for Chair be closed; Commissioner Kuhl opened the floor for nominations for Vice-Chair. Chair Stevens nominated Lora Jones for Vice Chair. Commission Curcio moved that nomination for Vice-Chair be closed, Commissioner Pickell seconded. No other nominations from the floor.

Chair Stevens introduced Dr. Linda Dujak as the newest member of the Commission, replacing Beverly Drake. Dr. Dujak reviewed her professional background in the Pharmaceutical industry and her work as an art teacher, printmaker and painter.

Members of the commission introduced themselves to Dr. Dujak. She will be a new member of the arts committee.

Chairman Stevens

**I. APPROVAL OF November 29, 2012 MINUTES**

**Moved by Curcio to approve, Seconded by Jones, Motion Carried.**

No additions or corrections

**II. GRANT REPORTS**

**NJSCA (New Jersey State Council on the Arts)**

Staff reported that the 2012 final payment voucher received from the state, signed off by Finance and has gone back to the NJSCA. As soon as the money is received, the last 15% will be distributed for the 2012 LAP Grants.

The 2012 Final Report is in progress and has a current deadline of February 14<sup>th</sup>. Yesterday, the final report format was revised again.

The 2013 Grant Agreement has gone down to the state and was revised with comments. The updated agreement will be sent back down next week. For the 2014 application, no due date has been determined. The State is working on the format and will try to get it into SAGE.

There was a discussion concerning how much money was left over from the 2012 round and how that should be distributed. Staff will provide the Commission with the original amounts requested from the applicants. **Commissioner Jones moved that the Commission should follow the best mathematical formula to determine how the money will be distributed when it is determined how much was originally requested. Seconded by Curcio. Motion carried**

### NJHC (New Jersey Historical Commission)

Staff distributed and discussed the adopted Resolution for the NJHC 2013 Regrant Round awards. Requisitions have been created for 85% of the award amounts and Purchase Orders will be sent out to the grant recipients within the next few days.

### Special Projects Update

Staff distributed the adopted Resolution for the 2013 Special Project Grant awards.

There are 2 final reports still pending for the 2012 Historic Preservation projects. One organization was given an extension and an informal report was received from the other. Both organizations said that they will be sending the final reports shortly.

There was a brief discussion concerning clarification of the amounts available from the other Grant Programs.

## **III. COMMISSION PROJECTS**

### Arts

#### Kids Kulture:

Commissioner Jones reported that there is approximately \$5,000 available to spend. There have not been any responses to outreach efforts. Commissioner Dujack will continue the outreach efforts and try to solicit responses.

#### Bus to Culture:

Chair Stevens discussed some of the revisions that are needed for the reports that were submitted. The Arts activities need to be stressed more in the reports. Commissioner Jones reported that she talked to Sue Larson and explained the requirement to spend grant funds on art programs, Sue agreed to revise and re-submit the report.

#### Art Goes to School:

Chair Stevens discussed the report that was received from Joanne. The group is now going to the schools to present the artworks. The Commission owns over 300 large prints that volunteers will present to the schools. This has been a very successful program. The administrative role for the group has been assumed by Joanne. Commissioners should reach out to assist in finding volunteers.

### History & Preservation

#### Site Signs

Commissioner Kuhl reported on the following signs:

- The Cherryville sign was straightened out by the Roads department
- The Charles Stewart sign in Hampton was damaged and is now back up but there are errors on the sign and will need to be replaced.
- Doug Martin's Tavern sign will need to be replaced.
- The Quaker Church sign will need to be replaced.
- The Liver-Eating Johnson sign has been stolen and will need to be replaced.

Potential future signs include a Revolutionary War Camp site, the site of the Oswego train wreck in Milford (1877) and the gravesite of Major Lambert Bowman in Flemington. Chair Stevens discussed the history of the Blue Star signs.

Sites of Historic Interest:

Commissioner Rice will talk to Patty Leidner about the missing photos from Clinton Township.

Roads of Home:

Commissioner Curcio shared some information with the Commission concerning the "King's Highway". There was a brief discussion concerning the time when the book needs to be completed.

Hunterdon's Civil War Vets:

Commissioner Kuhl said they are still working on some last minute issues which are mostly concerned with completing the cover for the book. It will be printed off one more time. The book will not be ready before March. The County print shop will print the entire book except for the cover which needs to be sent out for printing. The book will be proofread by a third party while the cover is being printed.

300<sup>th</sup> Anniversary of the County:

Commissioner Kuhl discussed the latest 300<sup>th</sup> Anniversary meeting and the State's inspection of the Hunterdon County Fairgrounds as a venue for the 2014 NJ State History fair. He is not optimistic that the site will be chosen. Chair Stevens reported her discussion with County Administrator Cindy Yard concerning the creation of a daily calendar for all school children from 2<sup>nd</sup> grade and up. The Commission discussed potential formats for the calendar.

#### **IV. NEW BUSINESS**

Achievement Awards

Staff reported to the Committee that approximately every few years the County Planning Board hosts a large Planning Awards event. The Board's Executive Committee has expressed an interest in partnering with the Commission to reformat the 2014 Awards event to comport with the 300<sup>th</sup> celebration. Staff asked if any member(s) of the Commission were available to attend the next Executive Committee meeting. After discussion, a **Motion was made by Commissioner Jones that the Distinguished Service Awards not be held in 2013 but be combined with the 2014 PB Awards event. Second, Commissioner Rice. Motion carried.**

2014 History of Planning in Hunterdon: The County Planning Board would like to do something that's reflective of the 300<sup>th</sup> Anniversary similar to the Tercentennial Mural. The Board may need to work with the Commissioners to obtain their expertise to help capture how planning has evolved in those three distinct time periods. Staff will reach out to interested Commissioners before the next Planning Board Executive meeting.

Flemington Castle Renovation: Staff discussed the Flemington Castle historic renovation project. This grantee is requesting additional funding through the Municipal Grant Program for a cost overrun for the renovation project. The project has been completed. Staff is requesting approval by the Commission before the next OSAC meeting in April that the work has been performed consistent with County standards. Commissioner Pickell will visit the site and report back to the Commission at the next meeting.

Watercolor Society: Chair Stevens mentioned a possible 'Paint-Out' event for the Tercentennial by the Society. More detailed information from the Society is needed.

Chair Stevens reported that on February 10th there will be an art exhibition at the Beck Gallery in Lambertville sponsored by the Lambertville Historical Society. The Commission is providing a \$100 award at the exhibition.

#### V. OLD BUSINESS

Architecture for 300th Anniversary: Chair Stevens will ask Patty Leidner for pictures that can be used for the booklet on Architecture being developed by Commissioner Pickell.

Chair Stevens discussed some of the barns located in County parks that are being taken down.

Grant Forms: Commissioners Kuhl, Curcio and Rice reported on the revisions of the current C&H Grant forms. There was a discussion concerning the problems with the format of the current applications. It was agreed that the Mini-Grant application should be one page long. The focus will now be on revising the Special Projects application

#### VI. ANNOUNCEMENTS / CORRESPONDENCE:

Chair Stevens reported that the NJ Historical Commission is having a Grant Writing Workshop on February 6 and February 13. Staff will be attending the February 13<sup>th</sup> Workshop.

Commissioner Jones reported that the Ella Haver 100<sup>th</sup> birthday celebration will be taking place on March 15<sup>th</sup> at Hunterdon Hills Playhouse to raise money for the Jenny Haver Scholarship fund.

Chair Stevens discussed her correspondence with Freeholder Rob Walton concerning future staff support.

#### VII. ADJOURNMENT

There being no further business before the Commission, **Commissioner Dujak moved, and Chair Stevens 2<sup>nd</sup> to adjourn. Motion carried** Meeting adjourned at 12:00 PM

Respectfully submitted

*Ken Bogen*