

Hunterdon County Cultural & Heritage Commission
MINUTES
Regular Monthly Meeting
9:33 a.m., Thursday April 28th, 2016
Historic County Court House, 71 Main Street Flemington., NJ

Present: Lora Jones, Maeve Pambianchi, Jim Davidson, Alan Rigoletto, Gayle Maher, Don Sherblom, Carol Cronheim, Robb Sussna

Absent: Susan Oldroyd

Executive Director: Carrie Fellows

O.P.M.A.

At 9:33 a.m. Chair Jones declared the meeting open and properly advertised in accordance with the provisions of the Open Public Meetings Act.

APPROVAL OF March 31st, 2016 REGULAR MONTHLY MINUTES

Moved by Davidson to approve, Seconded by Sherblom, Motion Carried.

I. CHAIR'S REPORT

2016 Most Endangered Historic Sites: The nominations from the public are in, with the Union Hotel receiving the largest number. One additional nomination was received but came in after the deadline, so was not included in the 2016 list. Commissioner Sherblom asked when the last time nominations had been held for endangered sites; Director Fellows said that the last one was in 2011. Chair Jones asked if the "History" side of the commission could work together to provide researched, accurate descriptions of the nominated sites for the press release. Commissioners Sherblom, Davidson and Maher agreed to assist.

Union Hotel - 76 Main Street, Flemington
Bonnell Tavern - 2 Pittstown Road, Clinton
Hunterdon County National Bank - 90-100 Main Street in Flemington
Lowrey Grist Mill - 4 Bridge Street in Milford
The Reading–Large House - 119 Main Street I Flemington

Speakers: Chair Jones reminded the group to attend the presentation by Kathleen Galop, "*Jacqueline Kennedy's Preservation Legacy*" on May 10, 7:30 pm in the Historic County Courthouse.

New Stephanie Stevens book: Chair Jones reported that Stephanie's new book is called "The Journey, about the migration of Jewish people to Hunterdon. The book draft is up to 30 pages.

Frank Curcio's Book Draft : Lora said that edits to the book are slowly moving along, nothing new to report.

II. EXECUTIVE DIRECTOR'S REPORT

Grants

NJ Historical Commission – The NJHC Declaration of Intent (DOI) is due May 1st is ready to submit. The nonprofit list and survey are nearly ready to be distributed. We are requesting \$50,000 for this the grant - regrant funds only, including an allowance of up to \$5,000 for administration. The last grant cycle the Commission received approximately \$11,000. NJHC staff advised that we apply for regrant funds only, because at this point the Commission doesn't have the capacity (with only one professional staff person) to apply for GOS funding.

The grant package is due May 9th to the Board of Chosen Freeholders for their approval to submit. The grant is due June 1st.

Special Projects Grant Awards –

The Special Projects grant review panel made recommendations. Eleven applications and one mini application were reviewed; three applications were not funded. **Commissioner Pambianchi recused herself from the meeting due to a conflict of interest.**

There was discussion about continuing issues with regrantees not supplying the information requested in the application, or failing to read and understand the program guidelines despite several workshops provided to assist applicants. Should the Commission revamp the applications again, making them easier and less stringent? Commissioner Cronheim suggested that rather than continuing to fund organizations without the capacity to administer a regrant, that the Commission consider doing away with the program and refocus the funds, making more available through the Local Arts Program and new County History Partnership Program regrants. Director Fellows said that this should be explored before next year's regrant round to see if this is an option or if doing so would jeopardize the funding.

Chair Fellows recommends the Commission make mandatory the attendance (by at least one representative from each applicant organization) to the grant preparation workshops for the FY2017 round, in order to be considered for funding. Several other county regrant agencies follow this practice.

The requested amounts for FY2016 Special Projects grants totaled \$56,220.00. The funding awarded based on the panel's recommendation came to \$22,500.00. Chair Jones asked for a motion to accept the panel's funding recommendations and approve a resolution for the Special Projects Grants. **Commissioner Davidson moved the Resolution, Seconded by Commissioner Sussna. All in Favor.**

Commissioner Pambianchi returned to the meeting.

Open Space/HP Grant Review –

Director Fellows reported that a panel of Commissioners reviewed and discussed the Historic Preservation grant applications with Parks and Open Space Advisory Committee (POSAC) Staff Administrator Bill Millette. Currently all applications are deficient and no recommendations may be made until they are complete. Mr. Millette will contact the applicants for the information they failed to supply. Once the missing information is received, the Committee will meet again to review the completed applications and provide recommendations to POSAC for their consideration.

Projects - The gallery lighting project for the Courthouse has begun, but stalled waiting for additional needed parts to come in and the contractor to complete the project.

Hunterdon County Community Day (Chamber Program) So far, we have 4 registered groups and 2 maybes. In the past it was \$100.00 fee as a non-profit to attend. If arts/history/cultural organizations register now through Cultural & Heritage there is no fee. The Chamber will accept registrations right up to the day before the event.

III. COMMISSION PROJECTS

World Music Program: Commissioners were asked to provide feedback on two draft versions of the program logo. Commissioner Cronheim also suggested making sure that we start to market this event countywide. Commissioner Rigoletto enlisted Commissioners Pambianchi, Sussna and Oldroyd to create a stage backdrop with an international flair, with help from the Franklin Theatre Works students. Commissioner Sussna thought HAM had a student art class that might

be able to help create backdrops for the World Music Festival Program, but he has not reached out to them if they would be interested. Currently nothing has been discussed at length in regards to who would be more interested in the doing the project. Commissioner Pambianchi said that the children from the Franklin Theatre group would be happy to work on it.

Student Art Exhibit: no report

Junior Historian Essay Contest: Staff reported that 183 participants for the essay contest have been read by local retired teachers and decisions have been made. Award letters will go out at the beginning of May inviting students and teachers to the awards program, scheduled for May 17th at 6:30pm at the Historic Courthouse. The Board of Chosen Freeholders will be present to award ribbons and certificates to winning essay authors.

History & Preservation/ Historic Markers:

Commissioner Davidson reported that he has not been able to reach Road Department staff to remove and replace the last few signs. Director Fellows reported that a patron came into the engineering department and questioned why the Colonel Stewart sign has not been removed. The Director of the Engineering said that he will have the sign removed as soon as possible.

Stevens Research Fund Policy: Commissioner Maher reviewed the 3rd draft of the application with the Commissioners, described the terms of the policy, and answered general questions about it.

Commission Cronheim moved to adopt the policy, Commissioner Sherblom seconded. All in favor.

IV. FREEHOLDER UPDATES/COMMENTS /BOARD DEVELOPMENT Nothing to report at this time.
V. NEW BUSINESS

VI. OLD BUSINESS

Peach Exchange - Chair Jones reported that there was nothing new at this time.

Historic Site Inventory: Chair Jones reported that there was nothing new at this time. Commissioner Davidson replied that he thought that East Amwell has been going out and taking photos.

Farm Related DVDs: Staff had nothing to report at this time.

VII. ANNOUNCEMENTS / CORRESPONDENCE:

VIII. ADJOURNMENT

There being no further business before the Commission, Chair Jones moved to adjourn. **Motion carried.** Meeting adjourned at 11:22 am.

Respectfully submitted, *Susan Holcombe-Pena*