

Hunterdon County Cultural & Heritage Commission
MINUTES
Regular Monthly Meeting
9:30 a.m., Thursday January 28, 2016
Historic County Court House, 71 Main Street Flemington., NJ

Present: Lora Jones, Maeve Pambianchi, Jim Davidson, Robb Sussna, Susan Oldroyd, Alan Rigoletto, Gayle Maher, and Don Sherblom

Guest: Carol Cronheim **1 Vacancy open on the Commission**

Executive Director: Carrie Fellows

O.P.M.A.

At 9:32 a.m. Executive Director Fellows declared the meeting open and properly advertised in accordance with the provisions of the Open Public Meetings Act.

REORGANIZATION/ELECTION

Executive Director Fellows reported that the nominating committee of Commissioners Rice and Davidson nominated Chair Jones as Chair and Commissioner Pambianchi as Vice Chair for 2016. **Commissioner Davidson moved to accept the slate as recommended, Seconded by Commissioner Sussna, All in Favor. Motion Carried.** Fellows turned the gavel over to Chair Jones.

APPROVAL OF December 2, 2015 REGULAR MONTHLY MINUTES

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

Commissioner Pambianchi requested that minutes be turned around within 24 hours for the board to read. Executive Director Fellows stated that standard protocol would be that staff has generally a week window to complete than they go to the Director, then to the Chair for revision as time permits. Minutes go out with the agenda for approval a week before the meeting is held for the commission to review.

2016 MEETING DATES for APPROVAL

Thursday, February 25

Thursday, March 31

Thursday, April 28

Thursday, May26

Thursday, June 30

Thursday, July 28

No Meeting in August

Thursday, September 29

Thursday, October 27

No Meeting in November

Thursday, December 8 – second Thursday of the month

Commissioner Davidson moved to approve the dates, Commissioner Pambianchi seconded. All in Favor. Motion Carried.

I. CHAIR'S REPORT

Chair Jones welcomed the newly appointed members, Commissioners Rigoletto, Sherblom and Maher.

Chair Jones reported that she has goals for the New Year, and Committee assignments:

- The Most Endangered Historic Places nominations will be due by 3/31; the release announcing the campaign went out February 18. Qualifying sites will be announced May 12.
- We will be seeking nominations for individual Distinguished Service Awards this fall.

- Teen Arts will be restarted. The former Hunterdon County (and NJ) Teen Arts Coordinator, Shirley Sasser, has found all the old files from when it was an active program.
- Developing Artists in Residence programs is another project that will require additional staff to manage.
- World Music Festival - Commissioner Rigoletto has been asked to come up with a plan for 2017. We need a cost analysis for the entire event; entertainers, ideas for location, date, etc.

The Large Foundation has awarded a \$5,000 grant to the Commissioners' Trust to forward the Commission's work. Chair Jones reported that Paul Jennis asked if the Commission was interested in having him print on canvas a smaller, high-quality version of the 300th anniversary mural for the Commission offices. After discussion, the consensus was to support programming with Trust funds, and not to print a smaller copy of the mural at this time.

Regarding the 300th Committee's 2013/14 grant in Stephanie Stevens' name. Ms. Stevens had requested those funds be re-granted to history researchers, administered by the Commission. Chair Jones assigned Commissioner Maher to help create that policy, with her assistance.

Marker Policy - Commissioners Sherblom, Davidson, and Maher will be the 2016 Marker Committee. They were asked to finalize the marker policy for review by County Counsel.

The First 300 Years of Hunterdon County - As the 300th Committee has stated that they won't print additional copies of this book and there are requests for it, Chair Jones has requested that the Committee release the rights to publication in favor of the Commission printing another run. Commissioner Maher will follow up on the request.

Two programs from the Horizons Speakers Bureau are scheduled, Judith Krall-Russo, *Corn: Simply A-Maize-ing* on April 12 and Kathleen Galop, *Jacqueline Kennedy's Historic Preservation Legacy - 50 Years Later*. Grant prep and ADA workshops are in the process of being set up.

Chair Jones reported that former Commissioner Beth Rice has agreed to design a new Cultural & Heritage logo even though she has moved away.

II. EXECUTIVE DIRECTOR'S REPORT

Grants - Starting in the 2017 grant year, re-grantees will only be allowed to apply for either a NJSCA Local Arts Program grant OR a County Special Projects grant, not both. Grant workshop attendance will be mandatory for grant application eligibility.

Local Arts re-grant amounts were approved and we are waiting for the signed contracts to come back. Once the contracts come back the first 50% payment will be issued to the re-grantees.

The Commission will apply for the NJHC's County History Partnership Program grant for the 2017 round. If funded, this will create the Commission's third regrant program and fund local history re-grants (not capital projects). The NJHC has new guidelines for 2017, which will change the way history nonprofits apply; organizations with operating budgets of less than \$100,000 will apply through their county's C&H agency. NJHC is asking C&H to survey potential local applicants and widen the field. The Commission's application to NJHC for this program is due June 1.

Projects - The gallery lighting project for the Courthouse is inching along. Wiring for the multipurpose room and the conference room is tentatively scheduled to take place in February. All building-related capital requests are handled through other departments' budgets.

2016 capital budget request includes: refinishing existing flooring in the multipurpose room (if condition permits) or new wood flooring as historically appropriate.

2017 capital budget request includes: interior storm windows; and security system & door lock plates for the courthouse gallery spaces.

III. COMMISSION PROJECTS

Arts/ Kids Culture: Chair Jones reported that the Kids Kulture program ended in 2015. Vice Chair Pambianchi commented that it had become increasingly hard to contact anyone from the schools and the coordination was a nightmare. Although the last three shows that had been held at the schools were successful, it is no longer worth the effort with unresponsive schools. In total, the 2015 program appeared to serve about 800 children.

Bridging Art & History: Commissioner Sussna reported that he has been unable to reach the teacher who had agreed to help choose a more suitable date. Commissioner Oldroyd agreed to try to reach her.

Art Goes To School: Executive Director Fellows reported that AGTS has two new volunteers. There is a lot of interest in this program, but it needs additional volunteers to grow. Guest Carol Cronheim asked if this is a paid program. Director Fellows replied that it is a free program, sustained through grant monies of approximately \$500 annually, which serves approximately 1,800 Hunterdon County children.

Junior Historian Essay Contest: Emails and mailed announcements for the essay contest went out last week to schools. As of yesterday three schools have confirmed participation. Email reminders will go out weekly to the contacts list about participating. The essays are due Friday April 18th by 4pm. The awards ceremony will be May 17, 2016.

History & Preservation/ Historic Markers:

Commissioner Davidson sited seven signs with Roads and Bridges staff. A member of the public reported two markers in need of repair/replacement: Ringo's Tavern; and Lambertville. The Werts Corner marker is missing. Director Fellows recommended using the requested 2016 marker budget of \$1,500.00 to repair/replace markers rather than adding new ones.

IV. **FREEHOLDER UPDATES/COMMENTS/BOARD DEVELOPMENT** Nothing to report at this time.

V. **NEW BUSINESS** Nothing to report at this time.

I. **OLD BUSINESS**

Peach Exchange - Chair Jones reported that the project is status quo.

Historic Site Inventory: Chair Jones reported that this too is status quo.

Farm Related DVDs: Staff reported that the last email from Marcia Karrow on December 2, 2015 indicated that she was asking for permission from Raritan Township to produce copies of "A Man and His Land" and that she had copies of "Where Have All the Farmers Gone". The 300th is donating a copy of both to all three county libraries, C&H and the Historical Society. She indicated that it would take a "couple of weeks" to do.

II. ANNOUNCEMENTS / CORRESPONDENCE:

III. ADJOURNMENT

There being no further business before the Commission, Chair Jones moved to adjourn. **Motion carried.** Meeting adjourned at 11:43 am.

Respectfully submitted, *Susan Holcombe-Pena*