

Hunterdon County Cultural & Heritage Commission
MINUTES
Regular Monthly Meeting
9:30 a.m., Thursday, July 27, 2017
Historic County Court House, 71 Main Street Flemington, NJ

Present: Gayle Maher, Alan Rigoletto, Don Sherblom, Susan Oldroyd, Carol Cronheim, Rob Sussna, Maeve Pambianchi
Staff: Executive Director, Carrie Fellows, Clerk, Nancy Hanna.

O.P.M.A.

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

I. APPROVAL OF June 29, 2017 MINUTES

Moved: Cmr. Cronheim. Seconded: Cmr. Oldroyd. Motion carried.

II. CHAIR'S REPORT

Cmr. Maher stated that the Board of Chosen Freeholders formally accepted Cmr. Jim Davidson resignation and at their July 5th meeting approved a proclamation of thanks for his 15 years of service to the Commission. All agreed he will be missed. The Chair noted that the Marker Committee chair was now vacant, and nominated Cmr. Sherblom for the post. There were no other nominations from the floor. Cmr. Sherblom accepted the nomination and the appointment was made by acclamation.

III. EXECUTIVE DIRECTOR'S REPORT

Grants

NJ State Council on the Arts: Local Arts Program (LAP) all regrantee interim reports were received. The interim award payment purchase orders have gone out.

Special Projects: The Board of Chosen Freeholders approved the Commission's recommendations at their July 5th meeting. Freeholder Director John Lanza invited several grantees to speak about their organizations at the meeting.

NJ Historical Commission (NJHC) County History Partnership Program (CHPP): the NJHC staff met with a Warren County organization about administering their 2018 regrants. The NJHC Grants and Prizes Committee agreed to allow the Commission to encumber some of the remaining 2017 Warren regrants funds (previously re-allocated for constituent professional development) for some programs to take place in early 2018. Programs will benefit constituents of both counties.

Open Space/Historic Preservation Grants: The Parks and Open Space Advisory Committee (POSAC) met on July 17th and according to the program administrator, Bill Millette, the grant recommendations were submitted for consideration at the Board of Chosen Freeholders meeting on Aug. 1.

Programs & Initiatives

Several workshops/programs are in the works using the remaining CHPP funds.

-) With Crossroads of the American Revolution: The Art of Historic Dress (part 2) tentatively scheduled for Nov. 17 & 18, 2017.
-) Pat Bohse – workshop on tracking and leveraging In-Kind Donations to strengthen grant applications - Sept. 14
-) Katie Boardman – "Making Your Audiences Welcome" - program date TBD
-) Lynn Laffey – simple ways to track your audience / keep statistics - program date TBD
-) Basic social media – presenter and date TBD.

Director Fellows also submitted a request to the Board of Chosen Freeholders that they consider granting the Commission Executive Director authorization to sign performance agreements/contracts not to exceed \$3,000 from funds already approved for that purpose within the LAP and CHPP grant contracts, and also from the Commission's Trust Fund.

IV. COMMISSION PROGRAMS & PROJECTS

World Music Day – Cmr. Rigoletto reported all food trucks are booked, Aunt DeeDee's (bakery), Mama Dude's (farm to table), and Cuban Express. He sent out the contracts – two have come back signed already.

He wants to have a major Facebook marketing event and asked for help "sharing" it. He is scheduling radio spots on several programs. Chair Maher asked that the other Commissioners help distribute the posters and flyers in September. Cmr. Oldroyd will contact the Chamber of Commerce to see if they'll share their list of members willing to take event posters. Cmr. Maher suggested we invite the Board of Chosen Freeholders to attend the program, and that we do a presentation to them following World Music Day.

Publications Committee: - Cmr. Maher and Sherblom gave an update on Ribbons of History. Lora Jones has been working with Chris Curcio to produce an updated and condensed draft for further review. A new hardcopy draft will be available for subcommittee review in the near future. Cmr. Maher reported that additional volunteers have stepped forward to assist and that the Hunterdon Cty. Library Research unit is helping to substantiate information.

V. FREEHOLDER UPDATES/ COMMENTS

n/a

VI. OLD BUSINESS

Salsa Night – Director Fellows and Cmr. Sherblom staffed the Commission's booth at this Hunterdon Helpline event on July 15; The event was very well attended and they handed out World Music Day flyers. People were excited about Red Baraat.

Manuscript Preservation / electronic publication - Cmr. Sherblom will attend a Hunterdon Cty. Historical Society meeting to discuss ideas about formalizing the storage of manuscripts so they can be accessed by researchers. There was discussion about what role the Commission might play. If appropriate, we might reach out to IT regarding feasibility of hosting electronic files on a server.

NJHC's "It Happened Here, New Jersey" Cmr. Cronheim shared the link of 90-second history videos. These were created as a classroom resource for teachers. Cmr. Maher suggested that the Commission share these with schools prior to our Essay Contest, etc. http://nj.gov/state/historical/dos_his_ihnj-video-archive.html

Court St. Park Gazebo – the county architect reported to Director Fellows that the contractor will begin work soon.

Central Jersey Jazz Festival (Sept. 15) - Flemington Community Partnership's program - they are transitioning to a new Director. Their request to use the historic courthouse steps has not yet been received.

VIII. NEW BUSINESS

Cmr. Sussna asked about filling vacancies. Director Fellows stated that we have 2 vacancies on the Commission and that typically recommendations must be submitted to the Clerk of the Board by the end of October.

VIII. ANNOUNCEMENTS / CORRESPONDENCE

Director Fellows read an email forwarded by the Chief of Staff, from a citizen offering to act a volunteer researcher for the Commission's Historic Marker Committee. The Commission was grateful for the offer, however, the historic marker policy states that subject matter researchers are called upon as needed; at present there is no such need. Director Fellows will communicate that to the citizen and continue to keep his name on file as a potential resource.

Hunterdon 300th Committee/ Heritage Days – Chair Maher informed Marcia Karrow in early 2017 that she is unable to chair Heritage Days this year; she was asked recently if the Commission would take it on. Given the number of events and grant obligations already scheduled this fall, consensus was that the Commission would be unable to do this.

Chair Maher announced that Hunterdon County was named the 6th happiest county in the nation in a recent news article.

IX. ADJOURNMENT

There being no further business before the Commission, Chair Maher asked for a motion to adjourn. Moved: Sussna; Seconded: Pambianchi; motion carried.

Respectfully submitted,

Nancy Hanna