

Hunterdon County Cultural & Heritage Commission
MINUTES
Regular Monthly Meeting
9:30 a.m., Thursday, Nov. 30, 2017
Hunterdon County Chamber of Commerce, 119 Main Street Flemington, NJ 08822

Present: Gayle Maher, Alan Rigoletto, Don Sherblom, Maeve Pambianchi, Susan Oldroyd. Freeholder Liaison Alternate: Suzanne Lagay. Staff: Executive Director - Carrie Fellows, Clerk - Nancy Hanna. Guest: County Architect Frank Bell

Absent: Carol Cronheim, Rob Sussna

Pre-Meeting tour – On behalf of the Commission, Chair Maher thanked Chris Phelan, President of the Hunterdon County Chamber of Commerce, for the tour of their offices in the rehabilitated Reading-Large House, and for hosting the meeting.

O.P.M.A.

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

I. APPROVAL OF October 26, 2017 MINUTES: Minutes were accepted as presented. Moved: Cmr. Pambianchi; seconded: Cmr. Sherblom; motion carried.

II. CHAIR'S REPORT

Cmr. Maher introduced and welcomed Freeholder Lagay and County Architect Frank Bell.

Meeting dates for 2018: Chair Maher thanked the Commissioners for responding to the proposed Commission meeting time, moving it to 5 pm on the last Wednesday of each month. She hopes the change will be more convenient for Commissioners and the public. Proposed meeting time change moved by Cmr. Sherblom; second by Cmr. Pambianchi; motion carried.

The next meeting will be at 5pm, Wednesday, January 31, 2018 in the historic courthouse. Proposed meeting dates for the rest of the year will be determined during the January reorg meeting.

Frank Bell gave an update on the Gazebo; the rehabilitation project is completed. He also provided an overview of restoration projects under consideration for the exterior and interior of the historic courthouse and jail; Mr. Bell will continue to work with Director Fellows on this project, and will provide updates as needed.

III. EXECUTIVE DIRECTOR'S REPORT

Budget - Director Fellows reported that County budget planning is underway. In the Salary/Wage budget, she has requested a summer intern, as well as a new permanent staff position for a Program Development Specialist. If granted, this will allow her to focus more on the grants programs, strategic planning, and community partnerships. Under the Capital budget, she requested a new laptop computer to replace a failing tablet. Management staff have been directed to have their Operating budgets ready in early December.

Preservation - Director Fellows attended a hearing by the NJ Historic Sites Council Review Board. The Presbyterian Old Stone Church in Kingwood's application was approved for acceptance on the State Register of Historic Places, pending the DEP Commissioner's approval. If successful, this will forward the application to the National Register for approval and acceptance.

Crossroads Collaborative Program: The Art of Period Dress 2 took place on Nov. 18 & 19 at Prallsville Mills. The program was a success, selling out on Friday day and with about 40 people on Saturday.

Annual Report – a draft of the report was distributed; it will be updated when the re-grantee final reports come in. FH Lagay requested that it be submitted for review at an upcoming BOCF meeting in order to share the Commission's work more widely.

Grants –

Commissioner Rigoletto recused himself from the meeting.

NJ Historical Commission (NJHC) County History Partnership Program (CHPP): Commissioners discussed and voted to approve the outside review panel's recommendations. Motion to accept by Cmr. Oldroyd; seconded by Cmr. Pambianchi; motion carried.

Commissioner Rigoletto returned to the meeting.

Commissioner Pambianchi recused herself from the meeting.

NJ State Council on the Arts: Commissioners discussed and voted to approve the outside review panel's recommendations. Motion to accept by Cmr. Oldroyd; seconded by Cmr. Sherblom; motion carried.

Commissioner Pambianchi returned to the meeting.

IV. COMMISSION PROGRAMS & PROJECTS

World Music Day –Cmr. Rigoletto is working on a sponsorship letter; several Commissioners offered suggestions.

Publications Committee: Chair Maher and Cmr. Sherblom are still reading the manuscript; will update after the New Year.

Marker Committee: Cmr. Sherblom stated he would like to have a meeting on Jan. 17 or 23, 2018 time TBD.

Electronic Manuscript Publication – Cmr. Sherblom met with staff from the HC Historical Society and gave an update about document storage and preservation. Chair Maher asked if we could partner with the HC Historical Society to professionally scan manuscripts and put a link on the Commission's website to inform the public that the Historical Society can do this type of work.

V. FREEHOLDER UPDATES/ COMMENTS N/A

VI. OLD BUSINESS

Cmr. Sherblom inquired about the Junior Historian Essay contest topic for 2018 which has not been determined.

Chair Maher, inquired about the historic sign on Rte. 31 owned by the State of NJ in disrepair.

VIII. NEW BUSINESS N/A

Director Fellows spoke briefly about the annual report and the strategic plans & goals for the Commission for the upcoming year. Strategic Planning to be discussed at a subcommittee meeting (Maher, Cronheim, Oldroyd, Fellows)

VIII. ANNOUNCEMENTS / CORRESPONDENCE N/A

IX. ADJOURNMENT

There being no further business before the Commission, Chair Maher asked for a motion to adjourn. Moved: Cmr. Sherblom
Seconded: Cmr. Pambianchi; all in favor.

Respectfully submitted, Nancy Hanna