

**HUNTERDON COUNTY CULTURAL & HERITAGE COMMISSION  
AGENDA**

Regular Meeting 4:30pm, March 28, 2018

Historic Hunterdon County Courthouse, 1st floor, 71 Main St., Flemington, NJ 08822

**O.P.M.A. Statement**

"This meeting is being held in accordance with the provisions of the Open Public Meetings Act. Adequate notice has been given by posting throughout the year a copy of the notice on Bulletin Boards on the First and Second Floor of the Main Street County Complex, Building #1, Flemington, New Jersey, a public place reserved for such announcements. A copy was mailed on or before February 1, 2018 to the Hunterdon County Democrat, HC News, Star Ledger, Trenton Times, Courier News and the Express Times, news outlets designated to receive such notices and by filing a copy with the Hunterdon County Clerk."

**I. Approval of February, 2018 minutes**

Chair

**II. CHAIR'S REPORT**

Chair

Welcome: new Commissioners Lambrix and Park

**III. EXECUTIVE DIRECTOR'S REPORT**

Fellows

1. Board Members public program
2. NJ State Council on the Arts - LAP Grant
3. NJ Historical Commission - CHPP Grant
4. Special Project Grants

**IV. COMMISSION PROGRAMS & PROJECTS**

1. Essay Contest
2. World Music Day
3. Young Artist Showcase/HAM
4. "Ribbons of History" Curcio manuscript

Fellows  
Rigoletto

Publications Cmte.

**V. FREEHOLDER UPDATES/COMMENTS**

**VI. OLD BUSINESS**

1. Storage of documents/Manuscripts/plans
2. Strategic planning

Maher/Sherblom  
Fellows/Maher

**VII. NEW BUSINESS**

**VIII. ANNOUNCEMENTS & CORRESPONDENCE**

**IX. EXECUTIVE SESSION**

**ADJOURNMENT**

**Next meeting: April 25, 2018, 4:30pm**

**Hunterdon County Cultural & Heritage Commission**  
**MINUTES**  
**Regular Monthly Meeting**  
**4:30 pm, Wednesday March 28, 2018**  
**Hunterdon County Historic Courthouse, 71 Main St., Flemington, NJ 08822**

**Present:** Gayle Maher, Alan Rigoletto, Don Sherblom, Maeve Pambianchi, Susan Oldroyd-Miller, Todd Lambrix, Haeree Park. Staff: Executive Director, Carrie Fellows; Clerk, Nancy Hanna.

**Excused:** Carol Cronheim.

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

At 4:30 pm Chair Maher declared the meeting open and properly advertised in accordance with the provisions of the Open Public Meetings Act.

**I. APPROVAL OF FEBRUARY 28, 2018 MINUTES:** Minutes were accepted as presented. Moved: Sherblom; Second: Oldroyd-Miller; motion carried.

**II. 2018 CHAIR'S REPORT** – Chair Maher welcomed new Commissioners, Haeree Park and Todd Lambrix.

**III. EXECUTIVE DIRECTOR'S REPORT**

**Grants:**

Local Arts Program (LAP): Director Fellows provided a brief explanation of how this program works. The LAP 2019 application became available in SAGE on 3/2. Proposal completed and submitted to the Board of Chosen Freeholders on 3/12 for their meeting deadline; approved for submission by BOCF 3/20. LAP 2017 final payment check received; purchase orders for the regrantee final payments completed. FY18 regrantee revised budgets & contracts are still coming in, a second reminder was sent. Only one agency has sent all required documents. We were notified that our 2018 ADA plan evaluation was accepted and scored "Good".

County History Partnership Program (CHPP): received FY2018 revised budget forms and contracts from regrantees; first payments being processed.

Special Projects Grant: Received one (1) Mini-grant and five (5) regular applications for funding, totaling \$40,500; \$22,500 is likely to be available. Two requests are for history, four are for arts projects. Panel review meeting is scheduled for 4/11/18.

Senior Music Workshop/Performances: Andy Wasserman will complete his series of 5 workshop/performance programs at local senior residence homes on 3/29. This is funded through the LAP grant.

Essay Contest: Essays are due on 4/6, one class has already submitted. We are expecting a smaller turnout this year as state curriculum standards changed, and the essay no longer fits within them. We need to meet with teachers to discuss how to proceed in the future.

Courthouse management/use: Requests to use the building are increasing. The Facilities Committee and Director Fellows reviewed the courthouse use policy, and the potential benefit of having county staff present for security reasons whenever it is used by an outside entity. To cover these costs, it is likely that fee waivers will no longer be granted; this will be determined at a higher level.

Commission Trust Fund: members of staff and the Clerk of the Board searched Commission and BOCF minutes to determine origin and intent of the Commission's Trust account. In the Commission minutes from the January 22, 1995 "Year In Review Meeting" and in the minutes of the Jan. 25, 1995 meeting, p.3:

"Hunt asked if Secretary had the balance of the budgeted monies remaining from the 1994 art show encumbered/carried forward to cover some of the anticipated printing and postage expenses for the 1995 juried show. Secretary said a new "Special Projects Grant Account," with a beginning balance of \$11,094.55, was set up by Charles Balough, Jr., County Treasurer. This money, unlike balances in the current fund which lapse after two years, will remain in the grant fund until it is spent (for any of the Commission's special projects) or cancelled. Secretary added that after the 1995 county