

**Hunterdon County Cultural & Heritage Commission**  
**MINUTES**  
**Regular Monthly Meeting**  
**4:30 pm, Wednesday Jan. 30, 2019**  
**Hunterdon County Historic Courthouse, 71 Main St., Flemington, NJ 08822**

**Present:** Gayle Maher, Alan Rigoletto, Don Sherblom, Haeree Park, Maeve Pambianchi, Staff: Executive Director Carrie Fellows; Program Development Specialist Christopher Spangler; Clerk Nancy Hanna. Guest: Ben Hansen, Boy Scout Troup 194 (Flemington).

**Absent/Excused:** Todd Lambrix, Susan Miller-Oldroyd, Carol Cronheim.

**O.P.M.A.** At 4:30 pm Director Carrie Fellows declared the meeting open and properly advertised in accordance with the provisions of the Open Public Meetings Act.

- The nominating committee was unable to meet prior to the re-org meeting to select officers for 2019.

**I. APPROVAL OF Nov. 2018 MINUTES:** Moved; Cmr. Sherblom; Second: Cmr. Park; motion carried.

- Commission recognized visitor Ben Hansen who observed the proceedings as a requirement for a merit badge.
- The Commissioners voted Cmr. Maher to serve as Acting Chair; Moved; Cmr. Sherblom; Seconded: Cmr. Rigoletto; motion carried.

**II. 2019 REPORT –**

- Director Fellows discussed the proposed meeting schedule with the Commissioners. A decision was made to take a vote to alternate Wednesday meeting times between mornings (8:30 AM) and evenings (4:30 PM), switching time each month. An email will be sent for Commissioners to vote.

**III. EXECUTIVE DIRECTOR'S REPORT**

[NJ State Council on the Arts Local Arts Program \(LAP\) Grant](#)

- 2018 re-grantee final reports received.
- 2018 final report extension requested and granted until 2/22/2019.
- Received extension for re-grantee log until approved by the BOCF.
- 2019 LAP Review Panel took place Jan. 8, 2019.

[NJ Historical Commission \(NJHC\) County History Partnership Program \(CHPP\)](#)

- 2018 re-grantee final reports received.
- 2018 final report extension requested, granted till 2/8/2019.
- 2019 contract with NJHC filed in SAGE.
- 2019 CHPP review panel took place on Jan. 16, 2019.

[County Special Projects Grant](#)

- 2019 Applications due: Friday, Feb. 22, 2019.
- 2018 final reports received, except for one grantee who was granted an extension.

[Partner Agencies](#)

- Specialist Spangler and Director Fellows attended Association of New Jersey County Cultural & Heritage Agencies (ANJCCHA) on 12/11/2018.
- Director Fellows assisted with CHPP grant review in Morris County on 12/20/2019
- The Commission will host a workshop on historic housekeeping, presented by Nicole Belolan, the preservationist in Residence at Rutgers Camden, tentative dates May 10 and May 17 pending approval by the Board of Chosen Freeholders (BOCF) to charge admission.
- The Commission will host a workshop for the NJ Cultural Alliance for Response (NJCAR) on June 5, pending BOCF approval to charge admission.

#### Other Administration:

- Returned list of current Commissioners and one request for reappointment (Maeve Pambianchi) to Clerk of the Board of Chosen Freeholders
- Need to Select meeting dates for 2019 for publication
- Salary/ wage budget filed on time; Operating Expenses Budget date was extended
- Barbara Vogel resigned as Director of the Department of Planning and Land Use
- Andy Wasserman will hold music workshops at 6 senior residences and/ or care facilities in February.

#### **IV. COMMISSION PROGRAMS & PROJECTS**

Marker Committee: Cmr. Sherblom attended a HackHunterdon meeting about an app for hunthistory.org.

History Essay Contest: Specialist Spangler is working on a meeting date with current and retired teachers.

James Gigantino Program: Feb. 9, 2019, 1pm. Specialist Spangler publicized the program. NJ Senator Thomas H. Kean, Jr. will introduce the speaker.

Creative Assets Inventory:

Director Fellows, Specialist Spangler, and Carrie Moore from IT met with Leigh Marino, Chair of Hunterdon Creative Team, and a web designer so the Commission could host the Creative Assets Inventory.

#### **V. FREEHOLDER UPDATES/ COMMENTS – NA**

#### **VI. OLD BUSINESS –**

Electronic Manuscript Publication: no report

Strategic Plan: Chair Maher stated that this is a priority for first quarter 2019; Director Fellows noted that it is a requirement for the granting agencies to have an updated plan. Discussion regarding Survey Monkey to use to reach constituents for their input on the plan. Specialist Spangler to work on some aspects of this.

Publications Committee: to meet as soon as possible, to have a new draft policy for consideration.

#### **VII. NEW BUSINESS – N/A**

Chair Maher: Vice Chair Rigoletto has decided to resign from the Commission to pursue his music career.

#### **VIII. ANNOUNCEMENTS / CORRESPONDENCE N/A**

Cmr. Park: CBS is producing a story about The Matheny School. She will attend the National Action Arts Summit (Americans for the Arts) in Washington, DC in March.

Cmr. Rigoletto: Pyrenesia's album was released and the group will be performing at Flemington DIY on 2/3.

#### **IX. EXECUTIVE SESSION**

NJSCA (LAP) 2019 Regrant Funding levels recommended for vote. Moved: Cmr. Rigoletto; Second: Cmr. Park; all in favor.

NJHC (CHPP) 2019 Regrant Funding levels recommended for vote. Moved: Cmr. Sherblom; Second: Cmr. Park; all in favor.

#### **X. ADJOURNMENT**

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

Respectfully Submitted,  
Nancy Hanna

Next meeting: Feb 27, 2019, 8:30am