



ANNUAL MEETING MINUTES

Regular Monthly Meeting - 4:30 p.m., Wednesday June 28, 2023

This meeting was held in person at the Hunterdon County Historic Courthouse, 71 Main St., Flemington, NJ 08822

O.P.M.A. At 4:30 p.m., Chair Cronheim declared the meeting open and properly advertised in accordance with the provisions of the Open Public Meetings Act.

Attendance: Commissioners: Chair, Carol Cronheim, Vice Chair, Gayle Maher, Donald Sherblom, Robin Lapidus, Erin Delgado, Daniel Shea, Nikki Shepardson, Staff: Executive Director Natalie Zaman, Clerk Nancy Hanna

Absent: Planning Director Frank Bell

I. **Approval of April 26, 2023, Minutes**

Motion to approve the May 24, 2023, minutes made by Dan Shea, seconded by Erin Delgado, All in favor.

II. **County Commissioner Update and Comments**

N/A

III. **Chair's Report:** Chair Cronheim reported that she met with Vice Chair Maher, Natalie Zaman, Frank Bell to speak with Clinton Ambros about joining the Cultural & Heritage Commission. We will move to recommend his appointment later in the meeting.

IV. **Grants**

Natalie Zaman reported:

NJ Council on the Humanities:

- The Commission received a \$15,000.00 grant to engage a consultant/ historian to write content for hunthistory.org.
- The grantee orientation will take place on July 10, 2023 at 12:00 p.m.
- Our next steps are to accept the grant funds and post the Request for Proposals.

Local Arts Program (LAP) Grant.

2023 Grant:

- Staff is currently conducting Interim Conversations.
- Our Interim Conversation with the state will take place on July 10, 2023; all Commissioners are invited to attend.

2024 Grant

- The application and guidelines for the 2024 grant are now live.
- The first technical assistance workshop took place on June 21, 2023. The next workshop will be held on July 21, 2023.

County History Partnership Program (CHPP) Grant

2023 Grant

- All re-grantee Interim Reports have been received and reviewed—all proceeding as normal.
- Our Interim Report was filed with the State on June 27, 2023. In addition to re-grantee information, we reported on HuntHistory.org and that we are partnering with Planning and Land Use on the Historic Preservation Plan and the 2023 Historic Preservation grant round.

2024 Grant

2023 HCC&HC Meeting Dates

Feb 22, Mar 22, Apr 26, May 24, Jun 28, Jul 26, Sep 27, Oct 25, Nov 29
(The HCC&HC does not meet in August and December)



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Special Project (SP) Grant

2023 Grant

- Contracts have been sent out and are due back on July 7th.

V. Commission Programs & Projects

- **Jacob Francis Event:** Natalie Zaman attended the Jacob Francis historic panel unveiling. Robin Lapidus reported that the event was important, moving and very well attended. Congressman Kean, County Commissioner Director Zachary Rich, and County Commissioners John Lanza and Shaun Van Doren attended; Commissioner Van Doren delivered a welcome and remarks. Other dignitaries and about 100 members of the public were also present. The organizers appreciate the partnership and support of the County and the Cultural & Heritage Commission.
- **New Jersey Historical Commission Black Heritage Trail:** Natalie Zaman and Vice Chair Maher attended the Black Heritage Trail meeting; many of the ideas discussed are already being utilized or developed for HuntHistory.org.
- **HuntHistory.org and Markers:** Natalie Zaman requested a subcommittee meeting in July to finalize the RFP for HuntHistory.org and the corrections for the Bonnell Tavern marker.
- **HuntArt.org:** Natalie Zaman had meeting with Economic Development to discuss next steps for building the HuntArt.org site, we are waiting on quotes.
- **Technical Assistance:**
 - Chair Cronheim attended the Board Development workshop led by Allison Trimarco on June 13, 2023. Chair Cronheim reported that she was impressed with the attendees and the great information Allison presented.
 - Our next workshop, Marketing and Digital Media with Michael Pilla will take place on September 20, 2023.
 - Natalie Zaman reported that several organizations have requested a workshop on fundraising. Staff is exploring adding a fundraising workshop later this year.
 - The library has been a very helpful resource and partner with this and other initiatives.
- **Teen Arts:**
 - We were represented at the State Teen Arts Festival with 23 pieces of visual art. 4 students attended; their teacher posted some great images which are on our Facebook page. One student was selected for the traveling exhibit which starts in September.
 - 2024 Hunterdon County Teen Arts Festival will take place at the main branch of the library on April 17, 2024.
 - We are working out logistics. Clinton Ambs and I went to the library today to talk capacity and we'll be getting registration forms together so that we're ready to bring the schools in after Labor Day.
 - Nonprofits are thrilled to be a part of this.

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- **AEP6 Survey:**
 - The AEP6 survey effort wrapped up on June 23, 2023
 - We have about dozen nonprofits fill out organizational survey.
 - At last count, we collected 938 surveys.

VI. **Old Business:** N/A

VII. **New Business**

- In July Natalie Zaman will meet with Frank Bell and William Millette regarding the Historic Preservation Grant. We will form a subcommittee to review these grants at the July meeting. We will also need to form an Historic Preservation Plan subcommittee.
- Chair Cronheim moved to recommend Clinton Ambs to join the Cultural & Heritage Commission. Second by Donald Sherblom. All in favor.

VIII. **Announcements & Correspondence:**

- **Correspondence Folder:**
 - A thank you letter from the Hunterdon Art Museum for the approval of their 2023 Special Project grant award.
 - From 2023 LAP re-grantee Raritan River Music, the brochure and all four programs from the 34th annual Raritan River Music festival and CDs of recorded music.
 - Ocean County Out and About 2023 Summer Program Guides
 - From 2023 LAP re-grantee NJ Womensong, fliers from their recent concerts.
 - April-June calendar of events from Frenchtown nonprofit Studio Route 29 and Beauty Gallery.
 - From 2023 CHPP re-grantee Hunterdon County Historical Society, the Summer 2023 edition of their newsletter.
 - A promotional postcard from Americans for the Arts.
 - From 2023 LAP re-grantee Hunterdon Musical Arts, the program from their Arabian Nights program and a past article about the organization in Flemington Life.
- Robin Lapidus reported that Middlesex County and New Brunswick will hold their own jazz festival this year. Flemington and Metuchen are currently seeking a third partner. Flemington's festival will take place on a Saturday in September.

IX. **Public Comment:** N/A

X. **Adjournment**

There being no further business, Chair Cronheim requested a motion to adjourn. Motion to adjourn made Vice chair Maher, seconded by Daniel Shea. All in favor.

Respectfully submitted, Nancy Hanna

Next meeting: July 26, 2023, at 4:30 p.m. in person

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