

Hunterdon County Cultural & Heritage Commission
MINUTES
Regular Monthly Meeting
4:30 pm, Wednesday March 27, 2019
Hunterdon County Historic Courthouse, 71 Main St., Flemington, NJ 08822

Present: Gayle Maher, Don Sherblom, Todd Lambrix, Maeve Pambianchi; Staff: Executive Director Carrie Fellows, Program Development Specialist Christopher Spangler, Clerk Nancy Hanna.

Absent/ Excused: Susan Miller-Oldroyd, Haeree Park, Carol Cronheim

O.P.M.A. At 4:30pm, 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 annual meeting to select officers for 2019.
- Director Fellows asked for a motion from the floor to appoint a chair of the Commission. Cmr. Pambianchi moved Gayle Maher be appointed Chair. Second: Cmr. Lambrix; all in favor.

I. CHAIR'S REPORT

- Chair Maher congratulated Director Carrie Fellows for her promotion to the Director, Department of Planning and Land Use. She will remain the Executive Director of Cultural & Heritage Commission.
- Cmr. Pambianchi inquired about the status of World Music Day leading to a discussion about ways the Commission may better allocate its resources and continue to support diverse programs.

II. APPROVAL OF Feb. 27, 2019 MINUTES: Minutes could not be approved due to a lack of Commissioners present at the February 27, 2019 meeting to constitute a quorum.

III. EXECUTIVE DIRECTOR'S REPORT

- 2019 NJ State Council on the Arts: Most of the Local Arts Program (LAP) re-grantee contracts have been received; Ms. Hanna created the purchase order requisitions.
- The LAP grant supports Hunterdon Helpline's Salsa Night (\$1,000), Flemington Community Partnership's Central Jersey Jazz Fest (\$2,500) and the Div. of Parks Music Under the Stars (\$1,000).
- 2019 NJ Historical Commission: All re-grantee contracts have been received. Requisitions have been prepared. The County History Partnership Program (CHPP) grant application for the 2020-2022 funding cycle is due to the Board of Chosen Freeholders on April 8.
- County Special Projects Grant: We received 6 applications and are in the process of setting up a review panel. We already have a commitment from one of the potential panelists.
- NJ Historic Trust Grant: Director Fellows is working with County Architect Frank Bell on a grant application to fund capital restoration and improvements on the historic courthouse, due May 2. The county is working with the firm Clarke Caton Hintz to do the building assessment.
- Partner Agencies & Community Arts/ History Projects
 - Director Fellows attended the ANJCCHA meeting on March 12 and received updates on the CHPP grant program application process.
 - Director Fellows hosted Leadership Hunterdon on March 15 and provided an overview of cultural activities in the county.
 - Director Fellows will attend a meeting on March 28 at the Chamber of Commerce on county tourism initiatives.
 - The Commission will sponsor a Flemington Community Partnership (FCP) "Let's Sit Together Flemington" chair for \$250. Director Fellows asked if any Cmr. would be interested designing the chair. Cmr. Lambrix volunteered to take on the project. Chair Maher asked for motion. Moved Cmr. Lambrix; Second: Cmr. Pambianchi; all in favor.
 - Director Fellows will be requesting an additional staff member with grant experience.

IV. COMMISSION PROGRAMS & PROJECTS

Marker Committee: Cmr. Sherblom, Chair Maher, Director Fellows, and Freeholder Director Suzanne Lagay met with Pete Kinsella (from Raritan Twp.). Mr. Kinsella inquired about the location of several markers, their accessibility, and potential corrections. FH Lagay requested the Commission work with Planning to have a Breakfast Talk meeting by September, and invite municipalities, several of which have their own marker programs, and other interested entities to discuss the future of the marker program to better serve the public. Chair Maher indicated that by this meeting the Commission should have a format and standards for new markers. All Commissioners are invited to attend. Cmr. Sherblom said including the hunthistory.org URL under the markers to direct visitors to the website would be beneficial.

History Essay Contest: Specialist Spangler met with Janice Armstrong on March 8 to discuss the Essay Contest. He is working to organize a committee of teachers to assist the Commission with this program. Specialist Spangler did some research about how other groups structure their essay contests. He will provide to Commissioners his research results along with discussion questions prior to their “brainstorming session.”

Strategic Plan: Chair Maher, Director Fellows, and Cmr. Cronheim had 3 meetings where they worked on the strategic plan. They are working to make it simple and easy to understand, and should have a draft ready to share with the Commission at the next meeting.

Storage of documents: Cmr. Sherblom received an email from preservation architect Michael Margulies regarding electronic documents/plans he produces for historic organizations, which are stored but not accessible to the public. Cmr. Sherblom wants the documents to be searchable on the Commission’s website. Another option is to partner with the HCHS and have them post it on their website to allow researchers looking for historical documents to contact them.

Guest speaker: Chair Maher mentioned Cmr. Cronheim previously suggested an author who wrote on Anne Morrow Lindbergh as a speaker, potentially in Feb. 2020. She will reach out to the author to check her availability. Cmr. Sherblom previously suggested Deborah Kops who wrote a book on Alice Paul aimed at young audiences.

V. FREEHOLDER UPDATES/ COMMENTS – N/A

VI. OLD BUSINESS –

Publications Committee: The group met on 2/27 to review & revise the Commission’s publications policy. The committee referenced the NJ Historical Commission’s policy and incorporated it into the new draft for approval.

Creative Assets Inventory: Cmr. Pambianchi attended the 3/25 Creative Hunterdon meeting. The Hunterdon Art Tour (T.H.A.T.) announced they have about 70 artists participating in this year’s studio tour event.

HC Film Commission: The film commission is working on a list of places throughout the county suitable for potential film locations. Director Fellows requested Commissioners to send her their suggestions.

VII. NEW BUSINESS – N/A

VIII. ANNOUNCEMENTS / CORRESPONDENCE N/A

- Cmr. Pambianchi: Franklin Theatre Works will mount “All is Calm” in December about the Christmas Truce of 1914. The production will provide 100 free tickets to veterans for all 3 performances.
- The Commission’s Nominating/Search team is working to fill vacant Commission positions.
- Upcoming Commission meeting times to be revisited at the next meeting.

IX. ADJOURNMENT

There being no further business before the Commission, Moved: Cmr. Sherblom; Second: Cmr. Pambianchi; all in favor.

Respectfully Submitted,
Nancy Hanna

Next meeting April 24, 2019, 8:30am