

## Morris County Heritage Commission Minutes

Meeting of October 10, 2014

DRAFT

**Present:** Chairman Larry Fast and Commissioners Kathy Fisher, Joyce Kanigel, Joseph Macasek, Miriam Morris, Kathy Murphy, Elliott Ruga, Archivist/Acting Director Margaret Shultz

**Absent:** Bonnie-Lynn Nadzeika, Epsey Farrell and Freeholder Kathy DeFillippo

**Call to order:** Chairman Larry Fast called the meeting to order at the County Cultural Center at 9:37 a.m. He read the Open Meeting Statement.

**Minutes:** the minutes for September, 9 2014 were approved as presented.

**Freeholder Report:** no report; Freeholder DeFillippo has been working on the MCHC facilities and personnel questions.

**Financial Report: Kathy Murphy.** The MCHC budget balance dated September 30, 2014 was attached to the package for October 10, 2014. The remaining funds are at 18%. The Commission expects a fee of approximately \$6,000 for the preliminary needs assessment for the archives and facilities.

**Chairman's Report:** attached to the meeting package for October 10, 2014

- Additional suggestion for the street fair: have a fair map handy to direct people.

**Office Report:** attached to the meeting package for October 10, 2014.

- Linda Barth, Executive Director of the League of Historical Societies of New Jersey, has agreed to be the second reviewer. Outside reviewers receive \$400.
- Markers: the Acting Director is anticipating an invoice from Ruth Pace for the historic site marker maintenance and painting. Chairman Fast mentioned another marker in need of attention in New Providence. Acting Director Shultz asked commissioners to look out for markers in need of repair for next year.
- The MCHC office computer is scheduled to be updated with Windows 7.
- On behalf of the Trust Fund Board, Ray Chang has requested that the Commissioners submit Larry Fast's name for another three years on the Board.

**Facilities Report:** A Google maps image and floor plan were included with the meeting package for October 10, 2014.

- The Commission is to occupy the space at the Morris County Library that is being vacated Morris Automated Information Network (M.A.I.N.). Acting Director Shultz and Chairman Fast were invited to walk through the space in the week of October 1. The space is approximately 3000 square feet with parking and private access at the back of the building. There is air conditioning. Acting Director Shultz will request Dyani Feige of the CCAHA, Conservation Center for Art and Historic Artifacts, for her preliminary assessment of both the Cultural Center and Library facility before December 5, 2014.
- The proposal will be discussed at the next freeholders' meeting and at the Facilities meetings.
- The building is not subject to flooding.
- Extra staff will be needed for the move and installation of the archives.

**Committee reports:**

**Archives: Kathy Fisher, Chair.**

See Archivist/Acting Director's report. No further report

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**Grants/Re-grants: Bonnie-Lynn Nadzeika, Chair**

See Archivist/Acting Director's report.

**Long-Range Plan: Epsey Farrell, Kathy Fisher, Co-Chairs**

There has been no further action on the plan. Work will begin in late fall.

**Marker program: Kathy Fisher, Chair**

No further report

**Personnel: Bonnie-Lynn Nadzeika, Chair**

No further report

**Public Programs/Exhibits: Bonnie-Lynn Nadzeika, Chair**

No further report

**Publications: Elliott Ruga, Chair**

*Gone to Wear the Victor's Crown* is in the final review stage. Commissioner Ruga does not anticipate delays with the final encoding. He will be conferring with Kiersten even though her internship is over.

**Old Business**

Reelection of officers to the Commission: no report.

- Commissioner Fisher will check Robert's Rules about when to present the slate.

**New Business**

No new business

**Adjournment:** the meeting was adjourned at 10:57 a.m.

Respectfully submitted,  
Miriam Morris, Secretary

The next Commission meeting will be held on **Friday, November 14, 2014** at 9:30 a.m.  
Please inform Ms. Shultz if you are unable to attend.