

**Morris County Heritage Commission Minutes
Meeting of September 8, 2015**

Present: Chairman Larry Fast and Commissioners Epsey Farrell, Kathy Fisher, Joyce Kanigel, Joseph Macasek, Miriam Morris, Kathy Murphy and Archivist/Acting Director Margaret Shultz.

Absent: Bonnie-Lynn Nadzeika, Elliott Ruga and Freeholder Director Kathryn DeFillippo.

Call to order: Chairman Fast called the meeting to order at the Morris County Library at 9:42 a.m. He read the Public Open Meeting Statement.

Minutes: the minutes for July 14, 2015 were accepted as amended.

Freeholder Report: no report: see Chair and Archivist/Acting Director's report.

Financial Report: see the Expenditure Budget Activity for 9/4/2015 attached to the meeting package for September 8, 2015.

There were expenditures for visitor alert chimes and a new table runner with MCHC logo. New interior office signage is on order. Acting Director Shultz will also be ordering ultraviolet filtering sleeves for the lights. Expenditures are detailed on separate spread sheets maintained by Acting Director Shultz.

Chair Report: the written report is available but not attached.

- Chairman Fast announced that the summer special edition is complete and in the process of being posted.
- He had helped Acting Director Shultz coordinate the archival technician position.
- He had worked with Freeholder Director DeFillippo to resolve access to the Commission. To maintain security, researchers and other visitors will sign in at the front desk. Commissioners have access through the back entrance for their meetings and by appointment.

Archivist/Acting Director's Report: attached to the meeting package for September 8, 2015.

Personnel: thanks to Chairman Fast and Commissioner Murphy for their assistance. Amanda Hefferan's name has been advanced with a package submitted to Cathy Burd and others. The tentative start date is October 1, for 9:00 a.m. - 5:00 p.m. Tuesdays through Thursdays. Acting Director Shultz has sent a letter of thanks to Gary Saretzky .

Grants/Re-grants: SAGE has uploaded the contract documents. The 2016 package will be submitted for freeholder approval. Application submission deadline is October 31. Acting Director Shultz requested that commissioners review the new guidelines and return comments to her by September 11.

Kiersten Paine has started a full time position and is therefore delayed with the e-book.

Morris View archives: this move will be staged for efficiency. All boxes will be assessed for condition issues. Much restoration will be needed.

Committee reports:

Archives: Kathy Murphy and Joe Macasek, Co-Chairs.

See Archivist/Acting Director's report above and attached. Commissioner Murphy will be helping to plan the space and the move from Morris View.

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

See Archivist/Acting Director's report attached. Final reports for the current year, 2015, are due. Readers are sought for the 2016 re-grant applications. This year the submission will be one copy and a single pdf for sending out to the readers and committee.

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

The co-chairs are requesting comments, suggestions and reports from subcommittee chairs by September 30. The state of the move and the part-time position will help in formulating the plan.

Marker Program: Kathy Fisher, Chair: see Archivist/Acting Director's report.

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- Commissioner Morris explained some of the background to the issue over the Silas Riggs House marker. There are several older markers that are historically inaccurate. The long-range plan, budget and marker policy should include eventual marker correction.
- The marker at Fairleigh Dickinson is missing. Acting Director Shultz and Commissioner Farrell will follow up.
- The Lincoln Park marker refurbishment will be postponed until 2016. The sign is rusted and the Road Department is unable to remove it because of the drought conditions.
- Commissioner Fisher requested wording without delay for the Canal Street remediation marker. The location was discussed and it was agreed that the marker could replace the "Morris Canal crossed here" sign. Commissioner Morris to follow up.

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

No further report.

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

Commissioner Macasek mentioned that the Canal Society is in the early stage of putting together an all-day Canal Society History Symposium, possibly in April 2016, and would like to partner or co-sponsor with the MCHC. The symposium could be held at the Haggerty Center, the large conference room at the Library or at the Cultural Center. Speakers would be vetted.

***Publications:* Elliott Ruga, Chair:** see Chair Report attached.

Heritage Review fall issue: this should be issued by Thanksgiving. Content would include the new staff position, progress on the move, revised procedures for researchers, re-grant report including changes in re-grant requirements and eligibility.

Old Business:

No further business.

New Business:

Fall Festival: This will be on Sunday, September 27, noon to 5:00 p.m. Acting Director Shultz will be away. Commissioner Fisher will set up. Commissioner Murphy will be available all day. Chairman Fast will arrive after 1 p.m. and be responsible for packing up. Commissioner Kanigel will also be available and asked about parking. Parking at the Bank Street lot will be confirmed.

Adjournment: the meeting was adjourned at 12:04 p.m.

Respectfully submitted,
Miriam Morris, Secretary

The next Commission meeting will be held on **Tuesday, October 13, 2015 at 9:30 a.m.
at the County Library.**

Please inform Ms. Shultz if you are unable to attend.