

Morris County Heritage Commission Minutes Meeting of March 8, 2016

Present: Kathy Murphy , John Dunado, Larry Fast, Joyce Kanigel, Joseph Macasek and Miriam Morris; Archivist/Acting Director Margaret Shultz, and Archives Technician, Amanda Hefferan.

Absent: Epsey Farrell, Kathy Fisher, Bonnie-Lynn Nadzeika and Freeholder Director Kathryn DeFillippo.

Call to order: Chair Murphy called the meeting to order at the Morris County Library at 9:47 a.m. She read the Open Meeting Statement.

Minutes: the minutes for March 11, 2016, were accepted as amended.

Freeholder Report: no report: see Chair and Archivist/Acting Director's Report for March 8, 2016.

Financial Report: see the Expenditure Budget Activity to 3/7/2016 report, attached to the meeting package for March 8, 2016. The budget should be confirmed in April.

Chair Report: see the Chair Report by Kathy Murphy for March 8, 2016, attached to the meeting package for March 8, 2016.

Archivist/Acting Director's Report: dated March 8, 2016, attached to the meeting package for March 8, 2016.

Public Programs

- New Jersey Canals and Local History Symposium: Commissioner Macasek to send Acting Director Shultz the registration information.
- The Morris Canal Greenway meeting will be delayed until late April or early May.
- CARMA meeting on September 8, 2016 at the County Library: Commissioners are encouraged to attend the early session.

Personnel

- The meeting with Cathy Burd and Freeholder Director Kathryn DeFillippo has been postponed.
- Dust from the activity on the roof is coming through holes left in the ceiling. The Halon system may need to be deactivated during ceiling repairs. Buildings and Grounds will take care of the repairs.
- After the roof is finished and the dust cleaned up throughout, the racks will be moved into the temporary storage area, and the antique table and cabinets will move out of the conference room
- The venetian blinds will be replaced with ultra violet filter film on all the windows. There will also be UV filters on all the fluorescent lights.
- Archives Technician Hefferan carries out a daily inspection for damage caused by the roof work.

Archive Collection Report: Amanda Hefferan:

- The paper collection is being entered into Past Perfect.
- Ms. Hefferan is also engaged in general office work including webpages update and exhibit research.

Committee reports:

Archives: Kathy Murphy and Joe Macasek, Co-Chairs. See Archivist/Acting Director's report above and attached.

Grants/Re-grants: Bonnie-Lynn Nadzeika, Chair. See Archivist/Acting Director's report attached.

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

- The plan is done except for the staffing plans, pending the personnel meeting with Cathy Burd.
- Chair Fisher is hoping to have the spreadsheets and report ready for the April meeting.

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

- The Florham historic site marker at Fairleigh Dickinson University has been picked up by the Building Department.

Personnel: Bonnie-Lynn Nadzeika, Chair. See Archivist/Acting Director's report attached.

- Chair Murphy is working with Commissioner Nadzeika on the annual personnel report.

Public Programs/Exhibits: Bonnie-Lynn Nadzeika, Chair. See Archivist/Acting Director's report attached.

Publications: John Dunado, Chair: see Chair Report attached.

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- E-Book: *Gone to Wear the Victor's Crown*: awaiting completion. Commissioner Dunado still to make contact with Kiersten Paine.
- Chair Dunado had prepared a revised flow chart to improve the news letter process. This was discussed in detail and will be revised and sent to the Publications Committee and staff.
- Spring 2016 newsletter: articles sought. Latest date of publication is early June.

New Business:

No new business was brought to the table.

Correspondence: several Section 106 applications were discussed.

- Commissioner Morris and Acting Director Shultz will review the impact of the proposed improvements to Route 10 between Roxbury and up to Mount Pleasant Avenue in Randolph.
- Commissioners Dunado and Kanigel will look into the application for Route 15, Route 46 and Blue Heron Rd in the Dover Rockaway area.

Adjournment: The meeting was adjourned at 11:13 a.m.

Respectfully submitted
Miriam Morris, Secretary

The next Commission meeting will be held on **Tuesday, April 12, 2016, at 9:30 a.m.**
at the Commissions Conference Room at the County Library.
Please inform Ms. Shultz if you are unable to attend