**Morris County Heritage Commission**

**Meeting Minutes**

**December 13, 2022**

**Present:** Chair Kathy Murphy, Vice Chair Larry Fast, Treasurer Epsey Farrell, and Secretary T.C. McCourt; HC Commissioners Carol Barkin, Marty Kane, Joe Macasek, and Martha Wells; Director Amanda Hefferan and History Program Development Specialist Nick Palatucci

**Absent/Excused:** HC Commissioner John Dunado

**Call to Order:** Chair Kathy Murphy called the meeting to order at the Morris County Library and via WebEx at 9:31 a.m., and read the Open Public Meeting Statement.

**Minutes:** A motion was made and seconded to accept the minutes as amended from the November 10, 2022, meeting. The motion passed unanimously.

**Financial Report:** The FY 2022 budget has been closed. A handful of invoices will be processed as they come in. FY 2023 budget is expected to be made official in March or April.

**Chair’s Report:** None

**County Commissioner’s Report:** None

**Director’s/Archive Collection Report:** During November, staff activities focused on end-of-year, grants, and research requests. The archives are open to on-site researchers, by appointment only, as well as to requests via phone and email.

Two additional county entrance markers have been installed in Mendham and Chester Township, for a total of four in 2022. The Charlotteburg Forge and Phoenix House markers are not yet complete. These markers, as well as two more county entrance markers, will be installed in spring 2023.

The Heritage Commission offices will be closed on Monday, December 26 (Christmas Day), and Monday, January 2 (New Year’s Day).

**Program Development Report:** Work has begun on the final report for the state for the 2022 cycle. The 2022 re-grantees’ final reports are due on December 19.

Commission staff has assisted with exhibits in the larger displays for the County Library’s 100th anniversary event, to be held on November 19.

**Subcommittee Reports:**

* **Archives:** None
* **Grants/Re-Grants:** None
* **Long-Range Plan:** The final document will be sent to Commissioner DeFillippo and Acting Administrator Leary for review.
* **Marker Program:** None
* **Personnel:** None
* **Public Programs/Exhibits:** None
* **Publications:** The fall newsletter is completed and has been sent to the printer. Work on the spring newsletter has begun.

**Communications:** None

**Old Business:** None

**New Business:** Location of the January meeting will be decided at a later date.

**Adjournment:** The meeting was adjourned without objection at 9:55 a.m.

**Next Meeting:** Tuesday, January 10, 2023, at 9:30 a.m.

**Respectfully submitted,**

**T.C. McCourt**

**Secretary**