

Morris County Heritage Commission Minutes
Meeting of March 8, 2011

Present: Commissioners Larry Fast, Epsey Farrell, Tracy Kinsel, Henry Kafel, Virginia Vogt, James Woodruff, Daniel Beards; Archivist Peg Shultz, Freeholder Margaret Nordstrom

Absent: Commissioners Dave Bogert and Kathy Fisher

Call to order: The meeting was called to order at the County Cultural Center at 9:32 a.m. The Open Meeting statement was read.

Minutes: February minutes were read and approved.

Financial report: A 2011 budget is not yet available from the Board of Chosen Freeholders. Approximately \$557 of MCHC's temporary appropriation of \$9,000 has been expended to date. Freeholder Nordstrom reported that the county budget has been finalized and will be forwarded to Trenton.

Freeholder report: Freeholder Nordstrom has been reappointed to the state Historic Sites Council, which monitors encroachment on historic properties in New Jersey. She will attend an April 5 development committee meeting on tourism in Morris County, where she expects the group's promotion of destination tourism to prompt further discussion of the need for B&B (Bed and Breakfast)-type lodging accommodations in the area. She reports no news on possible re-adaptive use of the main building at Greystone Park.

Chairman's report: Mr. Fast reported that the MCHC's organizational position on the Morris County Administrative Code remains unchanged. Last month he oversaw the personnel committee's annual review of Archivist Shultz and signed paperwork for submission to the county. Mr. Fast monitored committee work in progress: the March public program, the spring newsletter, and the reworking of Ms. Shultz's Civil Service job description. He relayed greetings to the Commission from former colleague David Mitros.

Archivist/acting administrator report: Ms. Shultz reports minor water issues in the "A" room and that a PC has been installed at Morris View. She and Chairman Fast advised Washington Township Historical Society to revise its proposed marker design and color to make it more distinct from MCHC's markers. At the meeting, Ms. Shultz conveyed to Freeholder Nordstrom a note from Park Commission Deputy Director Hugaboom. Freeholder Nordstrom will work with Mr. Hugaboom on his space issues. In addition:

- Ms. Shultz successfully navigated the NJ State SAGE computer system to register MCHC's GOS Declaration of Intent for the New Jersey Historical Commission's re-grant program.
- Ms. Shultz attended two Morris County Alliance for Tourism (MCAT) meetings and reports that MCAT is planning a new Art and History Fair in conjunction with Morristown's Fall Festival in October. She reports that MCAT has expressed its appreciation for MCHC's publicizing its events.
- Ms. Shultz visited Picatinny Arsenal to advise on placement of its new markers.

Committee reports

Archives: Larry Fast, Chair

Commissioner Beards expressed his idea to digitize veteran records at the Morris County Archives to make them accessible to the public. He envisions scanning and computerizing all existing veteran records and linking the records to the county system. Archivist Shultz cautioned that work must proceed under New Jersey Department of Archives and Records Management (NJDRAM) standards and that there was a manpower issue in doing the work. She also mentioned confidentiality issues regarding the records. Mr. Beards volunteered to work with unpaid interns, to confer with appropriate IT personnel at the county and state levels, and to look into NJHC project grant funding opportunities. Commissioner Vogt suggested investigating *Past Perfect* collection management software's indexing capabilities, and

Commissioner Kafel suggested conferring with the county webmaster. Freeholder Nordstrom volunteered the use of scanning equipment in the county clerk's office to support the project.

Grants/Re-grants: Dave Bogert, Chair

Ms. Shultz soon will begin to set up visits with grant recipients. Visits will commence in May and June.

Exhibits/Programs: Virginia Vogt, Chair

Ms. Shultz reported 78 registrations to date for the Commission's two-part March program, *Burial Customs, Traditions and Preservation*, to take place on March 23 and March 30 at the Cultural Center. Commissioners volunteered to stuff packages and arrange seating the day of the program and to assist with welcome, registration, and cleanup.

Long-Range Plan: Virginia Vogt, Chair

Ms. Vogt requested that the July meeting agenda include time for chairpersons to discuss Year One initiatives from the Long-Range Plan and to measure progress against the plan for each identified goal.

Personnel: Henry Kafel, Chair

Mr. Kafel reported that Archivist Shultz had received her annual review. Mr. Beards reported that he had worked with Ms. Shultz on an accurate job description, which he will send to Mr. Kafel for review. Subsequently, Mr. Beards will send the job description to county attorney Alice Stapleton, who will compare the description to Civil Service jobs county- and state-wide. If none is appropriate, Ms. Stapleton will petition to create a new position.

Publications: Virginia Vogt and Epsy Farrell, Co-chairs

Ms. Farrell, Mr. Woodruff, and Ms. Vogt edited the stories for the spring newsletter, and Ms. Shultz forwarded them to Gene Cass for layout. Draft layout is expected back by end of day. Ms. Farrell expressed the need to begin creative work earlier to allow for sufficient editing and production time. All agreed, and the publications committee, Ms. Shultz and Chairman Fast scheduled a meeting for 11:00 on April 12 to discuss efficiencies that would allow a more orderly pace. Ms. Vogt will prepare and distribute an agenda before that date.

Chairman Fast suggested that overflow articles from the newsletter might be published online as "bonus" material.

Marker program: Kathy Fisher, Chair

No report.

Communications: Secretary Vogt

The Commission received invitations to museum events throughout the area, many newsletters, and several Section 106 notifications. Author Frank L. Greenagel sent a copy of his book-in-progress, *The Evolution of Religious Architecture in Morris County, New Jersey 1758-1900*.

Old Business:

Ms. Vogt will purchase an appropriate plant to send to former Commissioner Karen Anne Kurlander on behalf of the Commission to express sympathy for the recent loss of her father.

New Business: none

Adjournment: 11:00 a.m.

Respectfully submitted,
Virginia Vogt, Secretary

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

**Chair Report for March, 2011
For the meeting on April 12, 2011**

As with most months my Heritage Commission time was spent coordinating with Peg on the various tasks, projects and speed-bumps encountered in her day to day running of the commission office. The continuing saga of the SAGE computer system in Trenton remained frustrating through most of the month. Some workarounds did work, but it took until April for Peg to finally submit the forms. As a part of this grant application Peg and I discussed the required ADA component which, while a new declaration of conformance, does not appear to be a problem for us.

Peg kept me apprised of her progress in planning and coordinating the two-part spring program on NJ Historical Cemeteries featuring Richard Veit and Mark Nonestied on the evenings of March 23 and 30, 2011. As the pre-registrant totals increased to the 100 person level it became obvious what a hot topic this is. Though I missed the first night because of health issues, the second week was very impressive in all respects. A special thanks to our commissioners who helped out with coordinating registration, food and logistics for the nights.

During the month I reviewed the spring newsletter, though all credit must go to Peg and the publications committee for putting this edition together and getting it out the door. Thanks to all involved.

I'd like to acknowledge the passing of our former commissioner Dorothy Brahney in February. Dorothy went out of her way to make me feel welcome as a new commissioner appointee. We'll miss the dedication to history that she brought to us during her tenure.

Respectfully submitted
Larry Fast
Chairman, Morris County Heritage Commission

Archivist/Acting Administrator's Report
April 12, 2011

During the month of March, I spent the majority of my time on grants, public programs, and the day to day office management tasks. These activities will be covered under the subcommittees section of the agenda,

Meetings Attended:

4/6 MCAT

Upcoming Meetings:

5/12 MCAT

Outreach and Community Partnerships:

St Patrick's Day Parade post event report was presented at the April MCAT meeting. Parade day was a successful event. MCAT would like to see more representation from local history organizations in the 2012 parade.

The MCAT *Be Our Guest* program will be May 15. Participants will be marketed under the umbrella of the MC Tourism Bureau; Nine historic sites/museums/historical societies will be participating this year. A shuttle service will be provided and is being coordinated by Mark Texel at the Park Commission. Non Perishable food donations will be given to the community food bank. Monetary donations will be given to Front-Line Morris, a charitable organization that assists Morris County military families.

The MCTB and NPS-sponsored Revolutionary Times Weekend is taking place April 15-17. Activities and programs planned throughout the county have been updated and posted on the MCTB and NPS websites

Jill Hawk, superintendent of the Morristown NPS and Leslie Bensley, Executive Director of the Morris County Tourism Bureau (MCTB) are working on "Rally for Tourism: Destination Morris County" for Thursday, May 12. The purpose is to create a collaborative event that showcases Morris County's cultural, historic and recreational opportunities during National Tourism Week. Invitations are being extended to national media from Washington DC to Boston as well as local stakeholders. The Freeholders and mayors will be attending the event. If we are interested in having a booth at the event we will need to contact Leslie.

The Art and History fair is being planned for October 2 (fall festival). MCAT members will be located together on Schuyler Place. Details and contracts are still being worked out. The event is being sponsored by the MCTB. Mark Texel and Bonnie-Lynn Nadzeika are co-chairs of the event.

Plans for an Art and History fair are being discussed for February 2010. CCM is being considered as a possible venue.

MCAT members were pleased with the latest edition of the Heritage Review and commented favorably on the Revolutionary Times weekend, St. Patrick's Day Parade, and calendar of events articles.

I have been assisting Picatinny with text for five markers in the historic districts.