

**Morris County Heritage Commission
Meeting Minutes
December 13, 2016**

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

Absent: John Dunado, Bonnie-Lynn Nadzeika, Archives Technician Amanda Hefferan, and Freeholder Director Kathryn DeFillippo.

Call to order: Chair Murphy called the meeting to order at the Morris County Library at 9:39 a.m. She read the Open Meeting Statement.

Minutes: The minutes for November 10, 2016 were accepted as amended.

Freeholder Report: No Freeholder Report for November 2016.

Financial Report: See the Expenditure Budget activity report dated December 12, 2016, attached to the meeting package.

- The metered mail budget will be reduced when the *Heritage Review* mailing costs hit the account at the end of the month.
- Budget approval is anticipated in April. There are funds to cover the interim period.

Chair Report: see Chair report for December attached to the meeting package. Chair Murphy thanked the Commissioners and staff for all that they had accomplished during a stressful year, and to Commissioner Morris for her term. The assignment of the new commissioner will be in January 2017.

- Congratulations to Vice Chair Fast for the huge success of the premiere of *Saving the Great Swamp: Battle to Defeat the Jet Port* at the Mayo Center on December 3.

Archivist/Acting Director's Report: See the Archivist/Acting Director Report attached to the meeting package for December 13, 2016.

Committee reports:

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

- No further report

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

- The 2017 re-grant applications were reviewed. Ten applications were selected for funding. A resolution has been prepared and sent to the county administrator's office for approval at the next freeholder meeting. Administration will pick up in the new year.

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

- Ms. Shultz suggested the LRP Committee review the bylaws in 2017. Qualifications for prospective commissioners and job descriptions for officers and committee members should be added.

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

- The Florham marker text was completed, and the order was sent to the foundry. Acting Director Shultz and Commissioner Farrell will coordinate the placement with the relevant parties.
- There was further discussion of the Slater's Mill marker in Riverdale, which is currently inaccessible.
- Markers to pursue in 2017: The Mt. Kemble Ladies Home in Morristown, the Millington Train Station in Long Hill Township and the Bowlsby DeGellke house in Parsippany.

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

- Personnel reviews are due at the end of the month for Acting Director Shultz and Archives Technician Hefferan.

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

- Commissioner Macasek: The Canal Symposium dates are April 22 with an alternate for March 25.
- Acting Director Shultz suggested grant writing and regrant program workshops targeting both history and non-history organizations in 2017.

Publications: John Dunado, Chair. No Report

- Consultant Karen Ann Kurlander will do preliminary editing and Commissioner Farrell will do the final proofreading on all publicity materials including static exhibit labels.
- Commissioner Macasek brought a sample draft of the revised brochure for proofreading by Commissioner Farrell.
- *Gone to Wear the Victor's Crown*: Commissioners requested a follow-up on the stalled progress.

New Business: No report

Correspondence:

- Events and Newsletters
- Section 106: Vail Mansion parking garage.
- Whitehead Bridge
- ADA upgrades on Route 10 between Route 53 and Livingston Circle.

Adjournment: The meeting adjourned at 11:45 a.m.

Respectfully submitted
Miriam Morris, Secretary

The next Commission meeting will be held on **Tuesday, January 10, 2017, at 9:30 a.m.**
in the **Commission Conference Room at the County Library.**
Please inform Ms. Shultz if you are unable to attend.