

**Morris County Heritage Commission Minutes  
Meeting of October 11, 2011**

**Present:** Commissioners Larry Fast, Henry Kafel, Virginia Vogt, Kathy Fisher, Tracey Kinsel, Daniel Beards, James Woodruff, Archivist/Acting Director Peg Shultz

**Absent:** Commissioner Epsey Farrell

**Call to order:** The meeting was called to order by Chairman Fast at the County Cultural Center at 9:38 a.m. The Open Meeting Statement was read.

**Minutes:** September minutes were read and approved, with Commissioners Vogt, Kafel, and Woodruff abstaining.

**Financial report:** Our operating budget as of October 11 shows a balance of approximately \$10,482, slightly more than half of our 2010 appropriation. Several expenditures have not yet hit the budget, and other major projects will occur in the last months of the year (two markers are being developed). Any remaining monies will be allocated to archival shelving and supplies for the County Archives at Morris View.

Ms. Shultz presented a preliminary 2012 budget requesting \$17,980, approximately seven percent less than the current budget, following County budget guidelines. After some discussion, it was decided to open a budget line item titled *Archival-Compliant Shelving and Supplies*, reflecting both current and future needs at the Morris View facility.

**Freeholder report:** No report.

**Chairman's report:**

- Chairman Fast performed his normal administrative duties and also assisted in the water cleanup after Hurricane Irene.
- He assisted in the Commission's grant program on September 22 and helped man the MCHC booth at the Morristown Street Fair on October 2.
- He continues to work on the possibility of re-printing or "e-booking" David Mitros' volume on the Civil War.

**Archivist/Acting Director report:** Archivist/Acting Director Shultz reports the following activities in addition to her work in various subcommittee areas:

- She attended the October MCAT (Morris County Alliance for Tourism) meeting. She reports that MCAT is coordinating May's *Be Our Guest* day at various area museums, with shuttle service arranged by the Park Commission. Plans are in the works for an art and history fair in February to be co-sponsored by *Slow Foods*, a local farmers' market organization. Location is to be determined. MCAT members expressed appreciation for MCHC's coverage of member events in *The Heritage Review*.
- She thanked those who manned the MCHC space at the Fair: Commissioners Fast, Kinsel and Woodruff, with an extra thanks to Jim Woodruff for doing double duty and picking up and returning booth materials. Booth location will be revisited by the Commission before next year's Fair – whether to pitch a tent on government row, go with the arts and history community, or have a presence in both locations.
- "Irene" water issues were reported to the Park Commission, and a new shop vacuum was purchased for emergencies.
- Ruth Pace has completed the cleaning/painting of 26 markers as specified in her 2011 contract.
- Ms. Shultz has purchased a new AV (audio-video) cart for use at programs.

**Committee reports:**

***Archives: David Bogert, Chair***

Chairman Bogert will contact Dave Helmer on the water issues at the Cultural Center. He will contact Chris Walker, director of building and grounds, to schedule installation of shelving at Morris View.

***Grants/Re-grants: Dave Bogert, Chair***

Grant applications are arriving in the administration office. The grants committee will meet in November to award re-grants.

***Exhibits/Programs: Virginia Vogt, Chair***

The scheduled MCHC program on the "how-to" of grant writing took place on September 22 with the four moderators – Larry Fast, Peg Shultz, Dave Breslauer and Bonnie Lynn Nadzeika -- sharing their considerable grants expertise with a very enthusiastic audience. Thanks were accorded to those who attended and helped: Commissioners Bogert, Woodruff, Fast, and Vogt and Ms. Shultz, who organized the event and arranged for refreshments.

***Long-Range Plan: Virginia Vogt, Chair***

The long range plan is in effect. At the January meeting, each committee head will review his or her first-year goals and achievements.

***Personnel: Henry Kafel***

Commissioner Kafel reported that Archivist Shultz 's review has been completed. He also reported that there is no change in title in the works for Ms. Shultz at this time. Some commissioners proposed that another request for a part-time worker be submitted along with the MCHC 2012 budget request. Commissioner Beards will draft such a letter.

***Publications: Virginia Vogt and Esey Farrell, Co-chairs***

Commissioners Vogt and Farrell will meet with Acting Director Shultz to create a writing/production schedule for an early spring newsletter.

***Marker program: Kathy Fisher, Chair***

Commissioner Fisher is revising copy for the Methodist Episcopal Church in Hibernia. The publications committee will work with her on this marker and on another for the Johnson Library in Madison to meet manufacturing deadlines. Commissioner Beards opined that the marker at Fosterfields is too far from the road. This will be addressed next spring.

***Communications: Secretary Vogt***

The Commission received several Section 106 notifications, a large number of invitations to fall programs, and lots of newsletters.

***Old Business: None***

***New Business:*** Commissioner Woodruff is looking for information once displayed on exhibit panels illustrating African American history. Ms. Shultz will attempt to locate the needed information. Commissioner Vogt mentioned Cheryl Turkington's book on the history of African Americans in Morristown.

***Adjournment: 11:16 a.m.***

Respectfully submitted,  
Virginia Vogt, Secretary

The next Commission meeting will be held on **Tuesday, November 8**, at 9:30 a.m.  
Please inform Ms. Shultz if you are unable to attend.