

**Historical Preservation Advisory Committee  
Meeting Minutes  
September 20, 2022**

Meeting Called to Order (Time 7:07pm)

Reading of Open Public Meeting Act.

**Members present:** Chairperson Laura Olstein, Vice Chairperson Jim Roselius, Dave Wilding, Council Liaison and Member Bob Roy, John Cannie (alternate), Borough Historian and Member Tom Kline  
**Absent:** Corresponding Secretary Caryl Keyser, Mary DiBrigida,  
**Friends:** None  
**Guests:** None

**Approval of Minutes:** Motion to approve August 16, 2022 minutes made by Tom Kline and seconded by John Cannie, all in favor, none opposed.

**Old Business:**

**Morris County Historic Preservation Trust (large grant money):** Tom Kline-1) Letter sent to Ray Chang asking for extension of term of grant due to fire. Ray has asked to receive from the contractor the materials and methods for evaluation by 3<sup>rd</sup> party consultant-been requested by Tom three times. 2) Jim attended LONG meeting with all three insurance companies-sending section of cable and two electrical boxes in the kitchen to the lab to try and determine cause of fire. After serious prodding by Tom re: remediation, building now has access for cleaning purposes by Rapid Recovery. Temporary electric power established outside; industrial hygienist there also to inspect re: possible asbestos, etc. Should start cleaning soon-need to determine which/how many walls need to be cleaned/re-painted. Best guess-@ 12/1 before they're finished w/remediation. 3) Rug removed and is at cleaners-will need itemized estimate. 4) Tom made 4 keys-gave on to repair company, Paragon still has one. 5) Pay bill when it comes in-give copy to Tom/Laura to forward to JIF.

**Morris County Heritage Commission History Re-Grant Program (small grant money):** Laura called-they have CAPES application and will be in touch within a week or two.

**Building and Grounds Report:** Jim Roselius-Cleaning should start right away. Jim was asked why there is so much electric in basement-John said there's enough to run a factory. 2) DPW bought the doors-still at Excelsior but bought and paid for. 3) File an annual report to Morris County Preservation Trust?? Laura will check. 4) Took down the Japanese knotwood and hired someone to take down dead tree(s) for Nov/Dec time frame.

**Centennial Celebration:** Tom Kline-Laura determined there is no charge for the historical committee to appear as a vendor for K-Fest. Maybe Tom can give presentation (maybe twice?) at library or courtyard?

**Friends Report:** No news to report.

**Pathways:** Laura Olstein-Haven't volunteered any information; waiting to see when museum can open.

**Research & Collections:** Production workshop on organization of photos. Tom will have something to show next month. Michael has done work on technology. Need to address time sheets.

**Scout Projects:** Laura Olstein-No news to report.

**Social Media:** Laura Olstein-No news to report.

**Special Programs Report:** On hold until museum can re-open.

**Staff report:** Previously discussed.

**Technology Report:** John Cannie-See attached report. Asked Michael to do proof of concept on the ability to do presentations on 10" tablets. These are in the \$100 range-probably will want 4 of them. Want to be able to demonstrate that you can do a video, a power point presentation, as well as go through pictures to use at museum for guests. Is this the sort of presentation the committee wants? Will need to put somewhere near a power charging station with a security wire (or mount them). Get cloud service for data-then could work from anywhere and everything would be stored in one place. Can upgrade museum e-mail to premium-will give lots of storage; could have Google Meets; can record the meetings. Cost is \$100/year. Get @\$3,080 from Friends-then budgeted \$120 annual costs for premium certs; get license for Microsoft office for tools to do powerpoint presentations.

Motion made by Jim and seconded by Tom to get cloud-based storage and license subscriptions (for revised technology expenditure budget). All in favor; none opposed. Need better internet connection-upgrade modem at museum to include phones service and better internet service.

**Comments from the Borough Historian:** Tom Kline-Was able to gain access to @ 170 photos of a family in Fayson in the 40's and 50's to add to collection.

**New Business:** Tom Kline-Nothing at this time.

**Next Meeting:** Tuesday, October 18, 2022 – 7:00 pm

**Adjournment:** Time 8:31 pm. Motion made to adjourn by Tom Kline and seconded by Bob Roy. All in favor, none opposed.

*At the October 19, 2022 meeting, on a motion by Tom Kline, and seconded by John Cannie, and the affirmative voice vote of all members present, the September 20, 2022 minutes were approved.*



## KHPAC Technology Committee Report 2022-09-20

### Presentation Platform

The initial presentation platform will be Web Based on 10-inch Android tablets. The target is to be able to present both PowerPoint and streaming video on a screen with touch screen controls. This will be modeled on George Eastman Museum application, which can be seen at <https://eastman.oncell.com/en/index.html> . The material will be compiled on a restricted access cloud system for staff update ease, but probably copied to and served from an in-house web server.

Activities:

1. Michael to suggest to John a couple of tablets to order for evaluation. (Completed)
2. Michael will develop a pilot web site for the committee to review. (Completed)
3. Michael will track his time on this project and give John periodic status updates.

### Infrastructure

L'Ecole will have 3 networks. The "Presentation" network, a Guest network, and the "Office" network. See Attachment 1 below for visual.

The Presentation network will have the Presentation Server, the large screen Main room smart TV, the tablets and visiting presenter PCs. This network will connect to the Internet via a firewall access router.

The Guest network will be available to visitor devices but will only permit Internet access. This will be implemented on the same firewall access router as the Presentation network.

The Office network will have all the museum private devices, such as PCs, data storage, printers, and scanners. This will connect to the Presentation network to access and update the presentation devices and access the Internet. This will access the Presentation network via a second firewall access router. Thus, protecting the museum devices from any visitor devices.

#### EXPENDITURES REQUIRING APPROVAL AT MEETING:

Items	One Time Cost	Annual Recurring
Update Bluetooth phone system to support 4 remotes	\$180	
Synology Network Addressable Storage (NAS)	\$900	
Replacement Tower	\$1,500	
16 Port Gigabit Ethernet Switch	\$100	
Uninterruptible Power Supply (UPS) CyberPower CP1500AVRLCD x 2	\$400	
Upgrade kinnelonmuseum@gmail.com to Google Premium account		\$120
Microsoft Office Family		\$120
<b>TOTALS</b>	<b>\$3,080</b>	<b>\$240</b>
<b>First Year Cost</b>	<b>\$3,280</b>	

### Sound System

A sound system is being proposed which is targeted to provide for both local and video conferencing for an audience of up to 100-300 people either inside or outside. The Samson XP208 PA system consists of a single speaker supporting 2 wireless microphones. It has 4 input channels so it could also support 2 additional instruments. To interface with virtual meetings, a Behringer UMC202HD will connect between the Samson PA system output and a PC running the virtual conference. This will be about \$800. **(ON HOLD)**

## L'Ecole Technology Implementation Plan for Approval

- 1) Office Equipment Acquisition
  - a) Upgraded Cable Modem (Kinnelon Contract dependent)
    - i) Discuss with John Whitehead
    - ii) Increase to Standard Bandwidth
    - iii) Move Museum Phone number (973 838-0185) move to Cable modem  
(1) Cancel 2 hard wired land line services – 2<sup>nd</sup> line cancel entirely.
  - b) Update Bluetooth phone system to support 4 remotes (\$180)
    - i) 2 upstairs
    - ii) 2 downstairs
  - c) Synology Network Addressable Storage (NAS) (\$900 OTC)
    - i) Capable of working with Google Drive
    - ii) Mirrored RAID
    - iii) HDD or SSD (Capacity vs. Speed)
  - d) Replacement Tower (\$1,500 OTC)
    - i) SSD Drive
    - ii) 16 Gig RAM
    - iii) Gigabit ethernet
    - iv) Bluetooth
    - v) Professional OS
  - e) 16 Port Gigabit Ethernet Switch (\$110 OTC)
  - f) 2 new Access Point Routers (in hand) (\$0)
  - g) Wide Body Scanner (post COPIS report and funding) (Grant)
  - h) Additional printer (in hand) (\$0)
  - i) Wireless Camera (new consideration)
  - j) Uninterruptible Power Supply (UPS) CyberPower CP1500AVRLCD x 2 (\$400)
- 2) Presentation Devices
  - a) 10: Android Tablets x 7 (\$800)
- 3) Services Enrollment
  - a) Upgrade [kinnelonmuseum@gmail.com](mailto:kinnelonmuseum@gmail.com) to Google Premium account \$100-120 annual
    - i) 2 TB storage (current 15 GB)  
(1) File shares
    - ii) Google Meet (500 users & 24 hrs)
  - b) Microsoft Office (Kinnelon contract or \$120 annual)
    - i) PowerPoint (for presentations)
    - ii) OneDrive
    - iii) Outlook
    - iv) Word
    - v) Excel
- 4) Security Upgrades –
  - a) Discuss with John Whitehead

Attachment 1

L'Ecole Equipment Proposal Overview - Draft 2 8/13/2022

