

Historical Preservation Advisory Committee
Meeting Minutes
September 11, 2018

Meeting Called to Order (Time 7:350pm)

Reading of Open Public Meeting Act.

Members present: Vice Chairman Dave Wilding, Council Liaison Vince Russo, Caryl Keyser, Bob Roy, Mary DiBrigida, Laura Olstein, Jill Iannino

Friends: Nora Wilding

Guests: Girl Scouts Emily Less and Chrissy DiBrigida

Emily will be running children's activities (crossword puzzle, word search, coloring book and map of Kinnelon, scavenger hunt) at Pathways on Sunday 9/23 from 12-4. After Pathways, she will put together activities for kids to do at L'Ecole when they visit. Chrissy built a model of L'Ecole and created a video about its history which can be shown at Pathways. She will speak to different groups in town after Pathways to encourage them to come visit the museum by showing her model and video.

Approval of Minutes: Motion to approve August 14, 2018 minutes made by Bob Roy and seconded by Caryl Keyser, all in favor, none opposed.

Ordinance: Will be passed September 20th at next Mayor and Council meeting.

Annual Reorganization Meeting: Postponed until ordinance has passed-will discuss in October.

Discussion on various topics:

Software Program 'Past Perfect' Status: Moving to Research and Collections Report-all on hold.

Old Business:

Lighting & Security Assessment: Bud Fehr had some suggestions: 1) Tube lighting; 2) put in uplights along the sign-use new LED's shining down on the building so the neighbors don't complain; 3) Can speak to the electrician that DPW has been using; 4) Have to put in the budget for next year which is due in November, so need to meet with John Whitehead; 5) Can also put lights on a timer.

Grant Reports:

Phase III Restoration Grant: Margaret is in the process of bidding the job.

Morris County Historic Preservation Trust (large grant money):

Morris County Heritage Commission History Re-grant Program (small grant money)-Declaration of intent due 9/15; application due December 4th. Two kinds of grants-working operational grants and project grants-this particular grant includes public programs such as lectures, collections management, equipment purchase, publications, software and training. Need to organize mini-grants-the County provides help free of charge and seminars-need to be precise when sending in letters of intent. Goals for the committee: 1) Find out all that's available to the museum and put it all on a calendar-due dates, projects, etc. 2) Make an appointment with Peg Schultz at Morris County. 3) Actively put together a plan for next year. 4) Find out about additional grant programs. 5) Get answers and make sure Friends can do.

Friends Report: Nora-Scheduled two events: 1) Concert on November 3rd at 3:00; 2) Selfies with elfies on December 9th from 12-3:00. Regarding Pathways, will have 6 volunteers on Saturday and 4 on Sunday.

Building and Grounds Report: Caryl Keyser-1) DPW has updated maintenance log for the outside work. 2) Per Vince, the piano can be disposed of. 3) Vince and Caryl will meet with John Whitehead in October to get L'Ecole on DPW's cleaning schedule.

Pathways: Laura Olstein-Final Pathways meeting Thursday night. Will continue to put flyers out; announcement is already in the Smoke Rise newsletter, at the community church, Cedar Crest, the boro electronic board and at a few other groups in town. Need to put together a schedule as to who is volunteering. The tour is Saturday, September 29 from 10-4 and Sunday, September 30 from 12-4. Tom's lecture is at 2pm. Laura will be there the entire time. Lots of Friends will be there. Mary will be there all day on Sunday; Jill can help out on Sunday. Tom will be there both days for lecture; Michael will be there as well. Next Tuesday there is a Friends' meeting at 7:00; Laura, Mary, Dave and possibly Jill will attend. Will discuss more about how to staff the event and Laura will try to create schedule. Need someone at the entrance to collect e-mail addresses- perhaps have the Scouts and the high school volunteer do this. Michael already sent out an e-mail to all addresses on file advertising the tour and Peg Schultz at Morris County will also advertise.

Scout Projects Report/Updates: Laura Olstein-Girl Scout Erin Morris is planning a presentation at K-Fest involving pamphlets and diagram of cemetery.

Research & Collections: On hold until accessioning begins, which is also on hold.

Special Programs: Mary DiBrigida-The Friends will be at K-Fest on Saturday from 1-5. Will have flyers, magnets, note cards and tickets for their upcoming concert on sale.

Staff report: Caryl Keyser-Michael is updating the computer and will do extra cleaning for the Pathways tour.

New Business: 1) This committee's meetings are not on the boro calendar-should be added. Vince will speak to Jenn Highers at boro hall. 2) Caryl-Regarding the steps, looked at pavers that were done at a residence on Lakeside Trail and talked to John Whitehead-if he could get them at 4' wide then cut them in half, he might have money in the DPW budget to do the stairs.

Next Meeting: Tuesday, October 9, 2018 – 7:30 pm

Adjournment: Time 8:50pm. Motion made to adjourn by Mary DiBrigida and seconded by Laura Olstein. All in favor, none opposed.

At the October 9, 2018 meeting, on a motion by Caryl Keyser, and seconded by Bob Roy, and the affirmative voice vote of all members present, the September 11, 2018 minutes were approved.

