

**Historical Preservation Advisory Committee  
Meeting Minutes  
August 13, 2019**

Meeting Called to Order (Time 7:33pm)

Reading of Open Public Meeting Act.

**Members present:** Chairperson Dave Wilding, Vice Chairperson Mary DiBrigida, Caryl Keyser, Laura Olstein, Jim Roselius, Corresponding Secretary Jill Iannino, Council Liaison Vince Russo

Absent: Bob Roy

Friends: None

Guests: None

**Approval of Minutes:** Motion to approve July 9, 2019 minutes made by Caryl Keyser and seconded by Jill Iannino, all in favor, none opposed.

**Old Business:**

**Grant Reports:**

Morris County Historic Preservation Trust (large grant money)-1) Mary, Laura and Caryl went to the Council workshop meeting. Discussed how they had spent a lot of time on the grant process this past February, as they had for the past few years, but was then told that the 20% matching grant money would not be available in 2019. Need better communication process so time and resources are not wasted. Will give a 6 month heads-up to Council in the fall with estimated amount for next phase. 2) Want to take Phase III and split it up so it won't cost so much per year.

Morris County Heritage Commission History Re-Grant Program (small grant money)-Morris County Library is hosting a small workshop on August 20th from 11:30-12:30 regarding the grant application process and on August 27<sup>th</sup> regarding tips about grant writing. Mary will attend on 8/20 and will try to attend 8/27.

Will have workshop on August 20<sup>th</sup> to decide exactly what small grants should be applied for. Examples of mini-grants are signage, exhibit stuff, inventory program and brochures (trifolds). Might have to be new material; but promotional work may be okay-Mary will ask.

Phase III Restoration Grant: No update.

**Friends Report:** Dave Wilding-Waiting on construction schedule-can't set anything up unless it's outside the museum, except possibly sell something at K-Fest? The Friends will have to decide.

**Pathways:** Laura Olstein-1) The L'Ecole display is up at the Morris County Library; ended up getting an entire shelf, right in the middle. Brought more photos, props and newspaper articles. 2) Made flyers specifically for Kinnelon; will give to Michael to post on the website and will distribute in town. 3) At workshop on 8/20 at 7pm will decide on who's going to work at Pathways and discuss the mini-grants.

**Scout Projects:** Laura Olstein-1) Mayor Project-potentially a Scout project. Interviewing of Glenn Sisco; wants to create a display for Glenn (committee will decide if they like it); will be sitting with him for 5 sessions. Wants to create a series of three minute videos. Laura needs to meet with him once a week to keep the project on track. Caryl had Glenn's wife bring in pictures. Michael gave him a flash drive with the photos but he didn't show up for the meeting. Laura will talk to him at their Friday meeting because they want to update the flash drive with photo captions for his use. 2) Emily Less' activities project is here at the museum. 3) Erin Morris' project (Mt. Evergreen Cemetery) should be loaded onto the website under 'Collections'; her map and booklet are here already. Her final piece of the project still to be approved by the Girl Scout Council. 4) Chrissy DiBrigida's project was submitted in May; still getting questions from the Girl Scout Council. 5) All three projects need to have a global link per the Girl Scout Council. For the website, should create a new page called 'What's New'-can catalogue events, Scout projects, new events on the calendar and new museum artifacts.

**Building and Grounds Report:** Caryl Keyser-1) Contacted Joe Niosi re: termites. Met at the museum and gave him a list of everything that needs to be trimmed for the Pathways Tour. He knows that the maintenance book needs to be updated when services are performed. 2) No phone service, got knocked out. Also, the alarm has been going off periodically due to door being left open, etc. Please be careful! Will ask John Whitehead to update MCI list with correct numbers. 3) Got a call from the Town Planner; Caryl and Michael picked two pictures for the annual calendar display.

**Research & Collections:** On hold until accessioning begins.

'Past Perfect' status: On hold until accessioning begins.

**Staff report:** Caryl Keyser-Previously discussed.

**New Business:** None

**Next Meeting: Tuesday, September 10, 2019 at 7:30 pm**

**Adjournment:** Time 8:40pm. Motion made to adjourn by Mary DiBrigida and seconded by Jill Iannino. All in favor, none opposed.

*At the September 10, 2019 meeting, on a motion by Caryl Keyser, and seconded by Bob Roy, and the affirmative voice vote of all members present, the August 13, 2019 minutes were approved.*

A handwritten signature in cursive script, appearing to read "Caryl Keyser".