

**CUMBERLAND COUNTY CULTURAL AND HERITAGE
COMMISSION MINUTES**

November 8, 2017

The regular meeting of the Cumberland County Cultural and Heritage Commission was held on Wednesday, November 8, 2017 at 3:30 PM., at Cumberland County Administration Building Bridgeton, New Jersey.

Present: Penny Watson Roy Kaneshiki
John Garrison Ella Boykin
Merle Silver Maria Cerda-Moreno

Matthew Pisarski, Assistant Planning Director
Jennifer Morgan, Recording Secretary

Guest: Marcy Peterson, Wheaton Arts

Approval of Minutes – September 28, 2017

A motion was made to approve the minutes from August 28, 2017 by Mr. Kaneshiki. The motion was seconded by Ms. Watson and passed unanimously.

2017 Budget – 3rd Quarter Review

Mr. Pisarski went through the budget for each account. The line item still has funds but there are several projects that the money will go to. The mural arts funding went to another county project but the Commission will get \$5,000 in 2018 for a mural arts project.

2018 Budget Subcommittee Recommendations – Approval of 2018 Budget

Mr. Pisarski went through each line item for the proposed 2018 budget. Funding is available to do an e-newsletter, an e-newsletter has not been done recently. The budget subcommittee suggested polling the Commission Facebook to see if they think an e-newsletter would be beneficial. Ms. Watson suggested emailing the e-newsletter list. Mr. Pisarski will try and retrieve the email list from Constant Contact. The budget for Artists' Day was increased due to more artists' participating. Ms. Silver suggested that the Commission pay for Encore tickets for attending Commission members in 2018. The History Membership line item has been changed to History Professional Development. The subcommittee approved increasing the budget for Teen Arts and stipends for the grants review panel. Mr. Garrison asked about the increase for the mural program, Mr. Pisarski commented that there is a proposal from VSBA for graphics at the clerk's store at Cumberland Mall. A motion was made to approve the 2018 budget by Mr. Garrison. The motion was seconded by Mr. Kaneshiki and passed unanimously.

2018 Re-grants Applications

Commission members received in their packet a list of the 2018 re-grant applications. Some re-grantees did not apply, many history organizations do not have the governance capacity to do re-grants every year. The grants review panel will meet November 15th. Reid's Manor applied but they are not a 501C3. Mr. Pisarski commented that we could award Reid's Manor funding contingent that they receive their non-profit status in 2018. After some discussion, Mr. Pisarski

will suggest to Reid's Manor to apply for special project funding.

West Jersey Time Traveler Signs – Revisions and VSBA Proposal

The county has 15 site signs with QR codes that go to audio podcasts that were located on cumberlandhistorical.org. The old internet vendor owns the site so we can no longer have access to it and the old vendor has no communication with Mr. Pisarski. Mr. Pisarski reached out to VSBA regarding redoing the signs to link up with the new website. The new signage would take place in two phases. Phase one would be to create a sticker that reads “currently being updated” and those stickers would lay over the current signage. Phase two would consist of new codes being made for the signs and public works removing the steel plate from the sign and the plate would get sent to Metro Signs. Metro Signs would clean the plate and add the new signage. The proposal is just for the sign work from VSBA at a cost of \$1,215. The funds would come from the line item. Mr. Pisarski will have a quote from Metro Signs at the December meeting. A motion was made to approve the quote from VSBA for \$1,215 by Ms. Watson. The motion was seconded by Ms. Boykin and passed unanimously.

Cumberland Mall Clerk's Office – Vinyl Mural and VSBA Proposal

The Clerk's Office is asking for help with design of the county store at the Cumberland Mall. Mr. Pisarski met with Jeremy Tenenbaum (VSBA), Ms. Riley (County Clerk) and Donna Longo (Cumberland Mall) to discuss ideas. Mr. Tenenbaum's proposal is to add/move furniture and add graphics on the glass. The proposal is for \$9,450 for the design work it does not include materials. The discussion was for the Commission to pay for design work and the clerk's office pay for the materials. Mr. Pisarski has not spoken to Ms. Riley regarding her budget. Ms. Silver is concerned that after putting all this money and work into the store what happens if the mall wants the store to move. Mr. Pisarski will have to ask to see the terms of the lease. Ms. Watson asked if the Commission will get any advertising, Mr. Pisarski commented that the Commission could have their logo with an informational section. Ms. Silver asked if tourism could provide any funding, Mr. Pisarski will ask and also request funding from the Freeholders. Ms. Boykin questioned if people are already coming to the store why do we have to put so much money into it. Mr. Pisarski said the north wall is the primary interest and we could ask VSBA for a scaled down version of the quote. Marcy Peterson suggested using projection art or a kiosk. Mr. Pisarski commented that more information is needed and we will revisit at November's meeting.

Mauricetown Historic District Nomination – Letter of Support

Everyone has in their packet a draft letter Mr. Pisarski wrote in support of the Mauricetown Historic District to DEP. Mr. Pisarski will be attending the Historic Sites Council meeting in Trenton. A motion was made to approve the support letter by Ms. Watson. The motion was seconded by Ms. Moreno and passed unanimously.

OysterFest- Recap

Mr. Pisarski said OysterFest was a success. Bayshore Center exceeded their goals.

Disability Awareness Day – Recap

Ms. Morgan attended for Mr. Pisarski, and the day went well. Tickets were given out for “Inherit the Wind”. There were tickets left over and they will be given to the Boys & Girls Club.

Grants Review Panel – Wednesday, November 15, 2017 – 6:30PM

The grants review panel will meet November 15th.

Liaison Reports

New liaison assignments will be given out in December.

Tourism Advisory Council Comments – Kimberly Gauntt

Postponed until next meeting.

Other Old/New Business

Ms. Moreno said CHABA received a \$93,000 grant for the Nail House, the funds are for the structure of the building.

Correspondence

A letter is in everyone packets from the state to the county engineer regarding replacement of a bridge in Bridgeton.

Commission members received a fall programming guide for the Bayshore Center.

Adjourn

A motion was made to adjourn the meeting by Ms. Boykin. The motion was seconded by Mr. Kaneshiki and passed unanimously.