

# CUMBERLAND COUNTY CULTURAL AND HERITAGE COMMISSION MINUTES

August 18, 2009  
3:30 pm

Freeholder meeting room in Bridgeton, NJ 08302

The regular meeting of the Cumberland County Cultural and Heritage Commission was held on Tuesday, August 18, 2009 at 3:30 PM., in the Freeholder Meeting room in Bridgeton, New Jersey.

**Present:** Roy Kaneshiki  
Penny Watson  
Suzanne Merighi  
John Garrison  
Patricia Gale  
Flavia Alaya  
Marianne Lods

Matthew Pisarski, Principal Planner  
Kim McCann, Recording Secretary  
Freeholder James Dunkins

## **Approval of Minutes – July 21, 2009**

A motion to approve the minutes from July 21, 2009, with corrections, was made by Suzanne Merighi. The motion was seconded by Patricia Gale and passed unanimously.

## **Draft 2010 – 2013 ADA Plan**

Mr. Pisarski noted this handout is for informational purposes for this month to give everyone an idea of where the Commission is heading. The formal action approving this document will be at next month's meeting. Mr. Pisarski said if any member has any goals in mind they would like to see to please send him an e-mail and he will add them to the draft document for approval. Mr. Pisarski stated he would be sending the draft to the ADA coordinator at the State Council and would ask him for recommendations since the Commission has accomplished almost all of its goals.

## **Draft Building Arts Participation Questionnaire**

Mr. Pisarski provided draft questionnaires to be mailed to each of the cultural

non-profits which participated in last year's Building Arts Participation project. The questionnaires are geared specifically to the recommendations made to the organizations at the end of the Building Arts Participation program last year. Mr. Pisarski noted he has given the organizations two weeks to get the forms filled out and he will then schedule a meeting for the three consultants to return and meet with the Boards and Executive Directors as part of the two year monitoring for this project. The meeting has been scheduled for Wednesday, October 28, 2009 and Mr. Pisarski said he would provide more details on this meeting as it gets closer.

Marianne Lods arrived and briefed everyone on the visit to the Millville Arts District today by Nina Mitchell-Wells, Secretary of State. Secretary Wells stayed for two hours and it was a wonderful and exciting visit. Ms. Lods recommended reading the accounts in the papers tomorrow.

### **East Point Open House & Artists' Day – September 26, 2009**

Marianne Lods noted she has heard a lot of artists talking about East Point Open House. Mr. Pisarski said he has not received any interest from any of the artists. Ms. Lods said she forwarded the Call for Artists to her artist contact list and would reach out to them again. Mr. Pisarski noted the deadline is this Thursday, August 20, 2009. The subcommittee is meeting on Thursday August 20, 2009 to select the ten artists who will receive the stipend. Mr. Pisarski said the subcommittee just learned the Nature Conservancy wants to partner with the committee for East Point Artists' Day.

Patricia Gale mentioned that she is concerned with the wording of "drive, bike and hike the dike" that is mentioned in the East Point Artists' Day Brochure. She was down to the site this past weekend cleaning up the roadway and said she would not want to be liable and have the Commission's name on something that could result in injury. Ms. Gale said she would like to remove the wording "drive" from the brochure and to leave bike and hike. With the Commission's consensus, Mr. Pisarski said he would remove the wording of "drive" on the brochure.

### **2010 Budget Subcommittee**

Mr. Pisarski noted the Commission needs to assign a budget subcommittee to meet over the next month to go over the proposed budget for 2010 and to present it to the Commission next month. Penny Watson, Flavia Alaya and Suzanne Merighi all agreed to be on the subcommittee. Mr. Pisarski will send a draft budget and some dates via e-mail.

## **N.J. Historical Commission Special Project Grant Application**

Mr. Pisarski mentioned he is working on a grant application which proposes a similar project to the building arts participation program but for history organizations. Since the maximum available funding is \$10,000 less than what the Commission received last year from the BAP grant, the number of participating history organizations would be limited to four. As with the BAP project, there will be three consultants who will deal with the issues of programming and mission, planning and board governance. As well, the format will be the same as Building Arts Participation, setting a two year monitoring with a kick-off meeting and a culminating session and the consultants will meet with the boards of the four organizations individually. Mr. Pisarski said this format proved to be very successful for the cultural non-profits who participated last year.

Mr. Pisarski said the due date for the application is September 15, 2009 and he has been seeking consultants. He is proposing Nancy Moses for planning, and he spoke to Victoria Cramer for the board governance portion. Ms. Cramer has a Ph.D. from Harvard and he will e-mail everyone a copy of her resume. He said he has not selected a consultant for the programming portion. As with the BAP project, Mr. Pisarski noted he will send out applications to a pre-selected pool of applicants, who will compete for the four participant slots.

## **Wharton Social Impact Corps Final Report**

Mr. Pisarski e-mailed everyone a PowerPoint document of the final report presented by the two Wharton students. The presentation was well attended by the board members of Bayshore Discovery Project (BDP) and Meghan Wren has created a Bivalve Center Committee to implement the recommendations. The first meeting of that committee is scheduled for August 26, 2009 at 5:30 in Bivalve and everyone is welcome to attend. Mr. Pisarski noted everyone has a copy of a letter in their packets from Meghan thanking the Commission for the program but asking the Commission to cover the \$1,000.00 that the Commission underwrote. Mr. Pisarski noted the cost was \$2,500.00 plus travel and the original Commission motion noted we would pay \$1,500.00 plus the travel. The travel has come out to be less than \$200.00.

After discussion confirming BDP's difficult cashflow issues this year, a motion to pay the remaining \$1,000.00 for the Wharton project was made by Flavia Alaya. The motion was seconded by Roy Kaneshiki and passed unanimously.

## **Liaison Reports**

Patricia Gale asked Mr. Pisarkki if Commission members should be contacting their liaison organizations to let them know that the re-grant application is now available online. Mr. Pisarski replied he has forwarded the applications but

Commission members could always call as a follow-up.

Suzanne Merighi spoke to Jackie Sandro at the Clay College and this coming Friday is Third Friday and Clay College is having its ice cream social fundraiser where guests buy the bowl and fill it with ice cream. Also, Jackie Sandro is having a show at Clay College on oyster plates in November and December. Ms. Merighi noted that Ms. Sandro is also helping organize a shore tour for a national conference for ceramic artists that will be held in Philadelphia.

### **Other Old/New Business**

Mr. Pisarski checked with the web vendor about having all of the digital newsletters remain on the website as archived newsletters. This can be done one of two ways. First, the website can direct people to the current newsletter and the archives newsletters through two distinct buttons on the homepage. A second way would be to make one button for both, but this would require an additional page to reach the current newsletter. The Commission indicated a preference for the two button option on the front page.

Mr. Pisarski said he contacted Pat Bohse, the consultant the Commission uses each year for the Grant Writing Workshop, and her proposal is in everyone's packet. The indicated fee of \$850.00 is what she charges every year. In addition, there is reference to a "Managing through Tough Economic Times" proprietary Excel document that Pat Bohse created. When it is in Excel it has formulas in all of the boxes so it prioritizes each item. If Ms. Bohse was to sell this retail it is listed for \$29.95, but she said the Commission could take the Excel form of this document for \$10.00 a piece. If we do not take the Excel format she can provide printed versions at the workshop for no charge but it doesn't have the formula function. Mr. Pisarski asked her to give him a price for twenty six which is the number of regrantee's the Commission has this year and if we were to buy twenty six copies it would be \$260.00 on top of the \$850.00 she is charging for the workshop. If someone attended the workshop that was not a regrantee they could purchase it for \$10.00. The workshop is scheduled for Thursday August 27, 2009 at the Riverfront Renaissance Center from 6:00 to 9:00 p.m.

By motion of the Commission, payment of the full \$1,110 invoice from Pat Bohse was authorized.

Roy Kaneshiki asked about the Bridgekeeper's House in Bridgeton. Flavia Alaya indicated that it had been found. Penny Watson said she spoke to the engineer who is responsible for its relocation, and both Penny and Flavia are pleased with the cooperation they are receiving.

Mr. Pisarski passed around a flyer for the Rutgers Public History Internship

Program. This program is free of charge to participate. There has to be a commitment by the organizations participating regarding workspace for the interns. Mr. Pisarski e-mailed the professor at Rutgers who runs this program and asked him if the Commission could set up an arrangement where the Commission could self select a history organization or an organization each semester that needs a history intern. The Commission can set up a program and keep an eye on the intern. He is waiting to hear back from the professor to see if something could be arranged and he will report back to the Commission.

Flavia Alaya discussed methods to provide funding through the Commission for Historic Preservation initiatives. She indicated that there are many deserving preservation projects within the county, citing as an example the Nail House Museum in Bridgeton's City Park. She discussed the need by the City to find matching funds for preservation analysis of this historic resource. Mr. Pisarski suggested that with the preservation expertise currently within the Commission, preservation funding would be a wonderful addition to the services offered. He suggested that new sources of block funding be researched, since the limited existing funding sources are entirely committed to other purposes. The members of the Commission were asked to consider this initiative and means to provide funding for it for discussion at a future meeting.

### **Correspondence**

Mr. Pisarski provided a copy of a Press Release on Grounds for Sculpture announcing the appointment of David Miller as its new Executive Director. Mr. Miller served for over twenty years on the New Jersey State Council on the Arts.

Mr. Pisarski provided copies of the Barn Studio's Fall/Winter class schedules

### **Adjournment**

There being no further business the meeting was adjourned at 4:35 p.m.

The next regular meeting of the Cumberland County Cultural and Heritage Commission will be held on Tuesday, September 15, 2009 in the Freeholder Meeting Room in Bridgeton, New Jersey.