

**CUMBERLAND COUNTY CULTURAL AND HERITAGE
COMMISSION MINUTES****November 27, 2012**

The regular meeting of the Cumberland County Cultural and Heritage Commission was held on Tuesday, November 27, 2012 at 3:30 PM., in the freeholder conference room in Bridgeton, New Jersey.

Present: Suzanne Merighi Ella Boykin
Roy Kaneshiki Penny Watson
Jean Jones

Matthew Pisarski, Principal Planner
Jennifer Morgan, Recording Secretary

Approval of Minutes – October 23, 2012

A motion was made to approve the minutes from October 23, 2012 by Roy Kaneshiki. The motion was seconded by Suzanne Merighi and passed unanimously.

2013 Budget Subcommittee Recommendation

Commission members received the 2013 proposed budget in their packet. The individual account totals did not change from the 2012 allocations. As for individual line items, membership dues, East Point Artists Day and the Encore Awards saw an increase while the Architecture Program, Special Requests and miscellaneous projects received a decrease. The West Jersey Time Traveler project received \$5,000 to cover signage costs. The Long Range Plan received \$8,500 to complete the total contract for the Long Range Plan of \$17,000. The projected budget is based on \$21,000 that the Commission will receive from the Freeholders and stable funding from the State Council on the Arts. Ms. Merighi asked how the Freeholders fund the Commission budget prior to the formal county budget being approved. Mr. Pisarski said the Freeholders will front the account on a quarterly basis based on the previous year's allocations until the overall county budget is approved. A motion was made to approve the 2013 budget by Mr. Kaneshiki. The motion was seconded by Ms. Merighi and passed unanimously.

Nominations Subcommittee Recommendation

Mr. Pisarski said the subcommittee did not have a chance to formally meet; however, the recommendation is to have current officers step up in their positions and Mr. Kaneshiki or Marianne Lods take the secretary's spot. Mr. Kaneshiki said he will talk to Ms. Lods about the secretary position. Ella Boykin asked if the bylaws specify that the officers move up in position annually. Mr. Pisarski responded that the bylaws do not specify a specific process. The proposed slate of officers for 2013 with Ms. Lods' approval is:

Ella Boykin – Chair
Suzanne Merighi – Vice Chair
Penny Watson – Treasurer
Marianne Lods – Secretary

2013 Re-grant Applications – Grants Review Panel Recommendation

The ADA subcommittee and the Grants Review Panel met and reviewed the 30 applications received for 2013 funding. They tried to maintain stable funding but there were more applicants than last year. Bridgeton, Millville and Vineland governmental awards were reduced because the panel wanted to give more funding to nonprofits. Landis Theater and Levoy Theatre were funded equally. Cumberland Players submitted an application after several years of not participating; the panel added a stipulation that Cumberland Players continue their planning work for ADA accessibility. Bridgeton Main Street, Vineland Regional Dance Company and Friends of Bridgeton Library received increases. The panel held concerns regarding the application from Millville Army Air Field Museum, because its impact on the wider community was limited. Temple Vision Corporation is a new applicant and the panel recommended they receive \$1,000. Total funding for the arts program was \$95,000. The panel recommended awards totaling \$12,000 to the regrants for history programming. The panel was very impressed with the application from the Center for Historic Architecture and Building Arts (CHABA). The panel was concerned about programming for Cumberland County Library; the panel wants them to move to a bigger event space to accommodate more people. Ms. Boykin asked if the Commission would be provided with all the applications on disk. Mr. Pisarski indicated he will compile the disks and pass them out at the next meeting. A motion was made to approve the panel's recommended award amounts and forward the recommendations to the Freeholders for action by Penny Watson. The motion was seconded by Ms. Merighi and passed unanimously.

Liaison Reports

Mr. Kaneshiki said Second Friday at Bayshore Discovery Project was not as busy. Ms. Watson asked if they received damage due to hurricane Sandy, and Mr. Kaneshiki responded that they received minimal damage.

Tourism Advisory Council Comments – Kimberly Gauntt

Kimberly Gauntt was not in attendance.

Other Old/New Business

Meeting dates for 2013 have been set. A motion was made to approve the 2013 meeting dates by Ms. Merighi. The motion was seconded by Mr. Kaneshiki and passed unanimously.

January 22	July 23
February 26	August 27
March 26	September 24
April 23	October 22
May 28	November 26
June 25	December 17

Mr. Pisarski said there is a potential expense that the Commission needs to consider. Mr. Pisarski would like to have Jeremy Tenenbuam of VSBA to the 15 West Jersey Time Traveler project sites. The purpose would be to pick a location where the signage will be installed at each of the sites. Mr. Pisarski said there is funding from the miscellaneous account to pay for it. A motion was made to approve the expense not to exceed \$900 by Ms. Merighi. The motion was seconded by Ms. Watson and passed unanimously. Ms. Watson asked if Mr. Pisarski plans on

meeting with the property owners. Mr. Pisarski will contact the property owners and try to accommodate them. Mr. Pisarski said that if the property owner is not available during the site visit he will take a photograph and create an image where the sign will be located and try to get their approval.

Mr. Kaneshiki asked the status of Commission member Rich Bermudez. Mr. Pisarski would like to fill the out-going Commission member Patt Gale's spot and then discuss what action needs to be taken regarding Mr. Bermudez's lack of participation. Mr. Pisarski said he is not responding to emails. Ms. Gale has a recommendation from her church to fill her spot, also Mr. Pisarski will be contacting Steve Moore from Port Norris. Mr. Pisarski said when Ms. Gale's position is taken care of the Commission will deal with Mr. Bermudez's spot. Mr. Pisarski suggested that someone from the City of Bridgeton and the Hispanic Community is needed. He asked the Commission members to please get any recommendations to him. Ms. Watson indicated she will contact Gladys Lugardo-Hemple, Council President for the City of Bridgeton and ask her for recommendations regarding the Hispanic Community. Ms. Merighi asked what the bylaws say regarding removing a member from the Commission. Mr. Pisarski will check the wording in the bylaws.

Correspondence

Sandra Rosen wrote a letter thanking the Commission for their participation in Disability Awareness Day. Ms. Rosen suggested adding a sub check list under the ADA plan. Mr. Pisarski said the 2014 regrant application can be amended accordingly.

Ms. Merighi offered to have a get together at her house for Ms. Gale. Mr. Pisarski said a Freeholder Proclamation is being done to honor Ms. Gale's service. A photo will be taken at the December meeting to be submitted to the newspapers.

Adjourn

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

The next regular meeting of the Cumberland County Cultural and Heritage Commission will be held on Tuesday, December 18, 2012 in the Freeholder Meeting Room in Bridgeton, New Jersey.