

**CUMBERLAND COUNTY CULTURAL AND HERITAGE  
COMMISSION MINUTES**

**February 14, 2006  
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, February 14, 2006 at 3:30 PM., in the Freeholder meeting room in Bridgeton, New Jersey.

**Present:** Penny Watson  
Patricia Gale  
Roy Kaneshiki

Suzanne Merighi  
Jean Jones

Matthew Pisarski, Principal Planner  
Kris Lemmonds, Project Assistant  
Freeholder Director Douglas Rainear  
Freeholder Jane Yetman Christy

**Approval of Minutes**

A motion to approve the minutes from January 10, 2006 was made by Patricia Gale. The motion was seconded by Suzanne Merighi and passed unanimously.

A second motion was made to approve the minutes from Dec. 13, 2005 was made by Patricia Gale. The motion was seconded by Penny Watson and passed unanimously.

**Reallocation of 2005 Funding**

Mr. Pisarski presented the Commission with two resolutions reallocating 2005 and 2006 re-grant funding for non-compliance of the contractual re-grant agreement.

Resolution #2006-01 - Resolution of the Cumberland County Cultural &  
Heritage Commission  
For the Re-allocation of the 2005 Re-grant Award to CASA Prac, Inc.

The Resolution states that CASA Prac, Inc. has not met its contractual obligations to the Commission as stipulated in the re-grant contract. A contract between CASA Prac, Inc and the Cultural and Heritage Commission was dated November 23, 2004 and signed by Jean Carrion, C.E.O. of CASA Prac, Inc., the contractor is required to submit final financial and performance reports by December 16, 2005. The Commission has not received final financial and

performance reports as of February 14, 2006 from CASA Prac, Inc. or its representatives. Correspondence was sent on behalf of the Commission to Jean Carrion by regular and certified mail on January 12, 2006 stipulating the potential re-allocation of grant award funds should acceptable final financial and performance reports not be provided.

The Resolution provides for the final payment of the 2005 award of \$625.00 re-grant funds and the 2006 award of \$2,500.00 made to CASA Prac, Inc. be re-allocated within the re-granting programs to an organization of merit to be determined by the Commission.

Roy Kaneshiki made a motion to have Resolution #2006-01 approved and to re-allocate total funding in the amount of \$3,125.00 to an organization within the re-granting programs. The motion was seconded by Jean Jones and passed unanimously by a vote of 5-0.

**CULTURAL AND HERITAGE COMMISSION  
COUNTY OF CUMBERLAND**

**RESOLUTION 2006-01**

**DATE: February 14, 2006**

MEMBER	YES	NO	ABSTAIN	ABSENT	MOVED	SECOND
GALE	X					
JONES	X					X
KANESHIKI	X				X	
LODS				X		
MARTINEZ				X		
MERIGHI	X					
POLHAMUS				X		
WATSON	X					

Resolution re-allocating the full 2006 re-grant award amount to CASA Prac, Inc. in the amount of \$2,500.00 be re-allocated within the re-granting program to an organization of merit to be determined by the Commission.

Passed and adopted at a regular meeting of the Cultural and Heritage Commission held at the Cumberland County Freeholder Board Room, 790 E. Commerce Street, Bridgeton, New Jersey on Tuesday, February 14, 2006 at 3:30 pm.

**DATED: February 14, 2006**

Mr. Pisarski presented the Commission a second resolution re-allocating 2005 and re-grant funding for non-compliance of the contractual re-grant agreement.

Resolution #2006-02 - Resolution of the Cumberland County Cultural & Heritage Commission  
For the Re-allocation of the 2005 Re-grant Award to Hermandad Latina

The Resolution states that Hermandad Latina has not met its contractual obligations to the Commission as stipulated in the re-grant contract. A contract between Hermandad Latina and the Cultural and Heritage Commission was dated November 15, 2004 and signed by Maribel Rodriguez; the contractor is required to submit final financial and performance reports by December 16, 2005. The Commission has not received final financial and performance reports as of February 14, 2006 from Hermandad Latina or its representatives. Correspondence was sent on behalf of the Commission to Maribel Rodriguez by regular mail on August 29, 2005 requesting final financial and performance reports.

The Resolution provides for the final payment of the 2005 award of \$250.00 Hermandad Latina be re-allocated within the re-granting programs to an organization of merit to be determined by the Commission.

Freeholder Director Douglas Rainear asked if Hermandad Latina had been sent a certified letter similar to CASA Prac Inc. Mr. Pisarski replied that a certified letter had not been sent, but that the contact phone number for Hermandad Latina had been disconnected. Freeholder Director Rainear suggested a certified letter be sent prior to acting on the resolution and the Commission concurred.

The Resolution was tabled and will be presented again, if necessary, at the March meeting.

#### **Letter from Bridgeton Recreation**

Mr. Pisarski presented the Commission with a letter received from Bob Rose, Director of the Bridgeton-Cumberland Tourist Association to thank the Commission for the 2006 re-grant award.

The letter also made a request for additional funding, if available. The funds are being requested to further fund the Bridgeton Folk Festival which has been recognized by the American Bus Association as one of the top 100 events in the United States. With this recognition, Mr. Rose is hoping to attract some well known headliners to the folk festival this year. But performance fees have increased dramatically over the past 22 years and additional funding is required.

A motion was made by Penny Watson to grant the request and re-allocate the amount of \$3,125.00 from CASA Prac, Inc. to the Bridgeton Folklife Festival. The motion was seconded by Roy Kaneshiki and passed unanimously.

## **RFP for Public Information Services - Newsletter**

The following changes were made by Mr. Pisarski to the Newsletter RFP on file:

Tofanelli is still working on the final newsletter from the 2005 contract. Therefore the contract period for this project shall be April 1, 2006 to December 31, 2006.

The County is seeking proposals for Public Information Services to the Cumberland County Cultural & Heritage Commission. The individual or firm shall have a minimum of two (2) years experience in non-profit or governmental public information services. ~~with one (1) year experience in government information services.~~

The amount of copies printed was reduced from 6,000 to 5,000. Kris Lemmonds has mailed notices to subscribers of the newsletter asking if they would like an electronic version by email. Responses are being received and that should reduce the number of copies needed. Excess copies can be used at out reach events. Electronic versions would also reduce the cost of postage.

The RFP now requests that an electronic version of the final newsletter be provided in .pdf format to the Coordinator by the appropriate delivery date as specified.

There will be three newsletters scheduled as follows:

Summer - May, June, July delivered to the County no later than April 22nd.

Fall - August, September, October delivered to the County no later than July 22nd.

Winter - November, December, January 2007 delivered to the County no later than October 22nd.

A motion to release the RFP was made by Patricia Gale. The motion was seconded by Suzanne Merighi and passed unanimously.

## **RFP for Development of Organizational Long Range Plan**

Minor changes were made to the last RFP that was submitted for a Long Range Plan. A Community Assessment was attached to the previous Long Range Plan. Since the Cultural Plan is in place a Community Assessment is not necessary. Therefore, an analysis of the relationship between the Commission's Long Range Plan and the recently completed Cumberland County Cultural Plan has been added as a requirement of the RFP for the Development of the Organizational Long Range Plan.

The individual or firm shall have a minimum of three (3) years experience in organizational or cultural planning services.

The RFP will be sent to Nancy Moses and several other appropriate consultants. Any other suggestions should be forwarded to Mr. Pisarski.

A motion to release the RFP for Development of Organizational Long Range Plan was made by Suzanne Merighi. The motion was seconded by Penny Watson and passed unanimously.

### **Nominees for Encore Awards - May 10, 2006**

This year's Encore Awards dinner will be held on May 10, 2006 at Bally's in Atlantic City. Mr. Pisarski asked for nominees for this year's recipient.

One possible nominee was Jackie Sandro of the Clay College. Another possible nominee was Iveta Pirgova. Freeholder Director Rainear nominated John Fuyume of the Seabrook Educational and Cultural Center.

After a brief discussion, a motion was made by Suzanne Merighi to nominate John Fuyume for the 2006 Encore Award. The motion was seconded by Patricia Gale and passed unanimously.

Mr. Pisarski informed the Commission members that due to the Teen Arts Festival being under budget the cost of attendance to the dinner for Commission members can be paid by the Commission again this year.

### **Recap of the Cultural Plan Implementation Roundtable**

Notes from the Cultural Plan Implementation Roundtable were placed in each packet. Mr. Pisarski will add some additional information along with his own assessment of the roundtable. That information will go out to all participants in the next week or so.

### **Volunteers to be on Agri-tourism Ad hoc committee**

Mr. Pisarski asked for volunteers to be part of the Agri-tourism Ad hoc committee. The Tourism Advisory Council has provided two volunteers and Mr. Pisarski will approach the Agriculture Board for two volunteers. Penny Watson volunteered to be on the Ad hoc committee representing the Cultural and Heritage Commission. Mr. Pisarski will ask Abel Martinez if he would like to be one of the volunteers on the committee.

Suzanne Merighi would like to have Mr. Pisarski approach Abel Martinez regarding his lack of attendance since being appointed to the Commission. Mr. Pisarski and Ms. Lemmonds have both reached out to Mr. Martinez without success. Ms. Merighi would like to have one last attempt made to correct the problem. If Mr. Martinez will not be able to meet his obligation to the Commission a letter of resignation should be submitted and a replacement found.

Mr. Pisarski approached the subject of Joe Polhamus' lack of attendance. Penny Watson suggested possibly making him an emeritus member of the Commission. Mr. Pisarski would contact Mr. Polhamus to inquire if he would be interested in being an emeritus member of the Commission and attend meetings when he would be able. Mr. Pisarski also suggested having a dinner in his honor if Mr. Polhamus would be agreeable.

### **Art Contest/Eagle Festival recap**

The kids craft table at this year's Winter Eagle Festival was a huge success. Jackie Sandro of the Clay College conducted the kids craft table. Due to its success the same activity will be featured at East Point Lighthouse Artist Day.

The Art Contest reception was extremely successful. The Audubon Society donated a Bushnell scope as the grand prize and Nikon binoculars for first place. There were 47 pieces of art submitted. All the students that participated from Marie Durand were in attendance with friends and family. For those that could not attend the reception, Mr. Pisarski and Ms. Lemmonds personally delivered the participation certificates and any prizes to the schools. All participating students were also given passes for free admission into the Winter Eagle Festival.

### **Discussion of Proposed ADA Committee**

Mr. Pisarski attended the Disabled Advisory Dinner and the Commission received a plaque in appreciation for the funding of the Disabilities Awareness Day.

Sandy Rosen along with three other members of the Disabled Advisory Council will serve on the Commission's ADA Sub-committee. The revised ADA plan will be provided to the Commission for their approval at the meeting in March.

### **New Business**

Mr. Pisarski will not have time to complete the PSA Grant application. Scheduling with the three galleries has proven difficult and the deadline for submission will not be met. The three galleries will be working on the project and setting up the workshops. The collaborative effort will progress but the funding will not be sought until the next round of funding in 2007.

Descriptions of the 2006 Teen Arts Workshops were placed in the meetings packets. The Performing Arts workshops have been expanded. Several Commission members voiced their pleasure in the expansion of workshops offered. Primary contacts are being established with each school to be responsible to get the word out within that school. Forms have been sent to all

schools in the County and will also be available for download from the Commission's website.

Last year 19 schools and over 500 students attended the festival. Venues were an issue last year so this year there will be tents from Rental City with staging used in Riverfront Park. The Riverfront Renaissance Center for the Arts will also be used again as a venue to showcase Visual Arts. Marianne Lods is contributing \$2,500.00 to Teen Arts and that will cover the cost of re-producing the Teen Arts program professionally and in color. The funds will also be used to purchase indoor/outdoor accordion panels to display art. The panels will remain with the Renaissance Center but the Commission will have priority for their use when necessary.

### **Adjournment**

There being no further business Suzanne Merighi made a motion to adjourn. The motion was seconded by Patricia Gale and passed unanimously.

The next meeting of the Cumberland County Cultural and Heritage Commission will be held on Tuesday, March 14, 2006 in the Freeholder Meeting Room in Bridgeton, New Jersey.