

**WARREN COUNTY BICENTENNIAL
CULTURAL & HERITAGE ADVISORY BOARD**

500 Mt. Pisgah Avenue
Oxford, NJ 07863

**MINUTES OF THE MEETING OF
January 21, 2020**

CALL TO ORDER: Ms. Rapisardi opened the meeting at 5:02 p.m., read the Open Public Meeting Notice, and led the Pledge of Allegiance.

ROLL CALL:

Members Present: Jane Primerano, Laurie Rapisardi, Jeanette Iurato

Members Absent: Nancy Miller, Charles Fineran

Staff Present: Corey Tierney, Christina Roberts, Elizabeth Roy, Art Charlton, Gina Rosseland, Dennis Austin

Guests Present: Freeholder Richard D. Gardner

Minutes: The November 19, 2019 minutes were reviewed. Ms. Primerano motioned, seconded by Ms. Iurato to approve the minutes as presented. Motion carried.

Old Business:

National Society of the Daughters of the American Revolution (NSDAR) - Ms. Rosseland said that NSDAR will not be doing the signage at Shippen Manor, as there was not enough information for them to continue their project.

Google Docs - Ms. Iurato started compiling some lists of existing local celebrations, cemeteries, and churches. She suggested that the group share and edit lists and information via Google Docs to expedite the process, as all information being shared is available to the public.

Administrator's Report:

Bylaws - The bylaws state that the annual reorganization meeting will be held in January each year, but as discussed at the November meeting, the Board can elect to carry over the appointments of officers. Ms. Primerano motioned, seconded by Ms. Iurato to carry over the appointed officers elected in November. Motion carried.

Mr. Tierney distributed copies of the proposed changes to the bylaws for the Board to review. They will be reviewed again at the February meeting and voted on at that time.

Committee Representatives - Municipal and Charitable Conservancy Trust Fund Committee and Warren Heritage Scenic Byway Committee representatives to be selected at next month's meeting. Ms. Miller had previously served on the MCCTFC as the Cultural & Heritage Commission representative.

Museum Operations:

End of Season Report and Volunteer Hours - Ms. Rosseland distributed copies of the End of Season Report that includes details on programs and activities held at Shippen Manor, total volunteer hours, program expenses, and the number of visitors at each event. Ms. Rosseland also noted that she recently interviewed and hired a volunteer Greeter for events.

2020 Schedule of Events - Ms. Rosseland is in the process of scheduling 2020 events. Most reenactment groups meet in February, so she is waiting to hear back on availability. The 2nd NJ Regiment and the 27th Civil War Regiment are both being scheduled for several events.

Furniture Repairs - Ms. Rosseland's husband has repaired several pieces of furniture in the Robeson Study and he plans to refinish the furniture, as well.

NJ's 250th Anniversary - Ms. Rosseland is working on reports for the State's 250th anniversary. She would like to have American Revolutionary War activities to show that Shippen Manor is site-ready.

County History Partnership Program - The deadline for regrantees' final reports was extended to January 30th. The county then has to submit final reports to the state by March, prior to starting the next funding cycle for 2020.

County Arts Program:

Mr. Austin distributed copies of the 2019 Arts Programming expenses and reported on the schedule for 2020 programs (Regrantees, Mini-grants, Teen Arts program, Summer Concert Series, Senior Residences performers, Skylands Photo Contest). Mr. Austin said that visitation to the summer concerts is approximately one-third local people, one-third from other parts of the County, and one-third from out-of-county. The Summer Concerts start on Father's Day weekend and ends around Labor Day weekend.

Bicentennial Commemoration:

Yankee Brass Band - Mr. Charlton distributed a memo regarding the Yankee Brass Band, a group based in Vermont that presents historically informed music performances from 19th Century America. Mr. Charlton said they have an opening this summer on July 23rd and he proposes that a concert be held at Garret D. Wall Park in Belvidere, to kick off the County's Bicentennial planning process. Freeholder Director could say a few words about the Bicentennial Celebration, local historical groups and reenactors can be invited to participate, the Warren County Historical Society museum could be open, and the church could sell food as a fundraiser.

Fundraisers - Ms. Iurato started reaching out to other counties and states to see what they do for fundraising for their events. She said that some had bicentennial baby bibs, t-shirts, and magnetic bumper stickers. If the fundraising items are done by July, they could be sold at the kickoff event.

Logo - A logo will need to be designed for the Bicentennial celebration. Ms. Iurato will post some of the logos on Google Docs for the Board to review. A contest could also be held for graphic arts students to submit a logo for consideration. Guidelines/parameters could be developed for the logo. Mr. Charlton will reach out to local art teachers.

Heritage Weekend - Ms. Rapisardi said that in October, Sussex County had Heritage Weekend - a weekend that all historical sites and museums were all open for visitation. All locations and their hours were included on a map so people could decide which places they wanted to visit. It would get all of the sites working together. A "bingo" card that gets stamped at each site to enter visitors into a contest to win a t-shirt or a framed map.


Public Comment: Freeholder Gardner said he thinks the Heritage Weekend is a great idea and thinks the Board should try to get that started this year. It would boost the momentum of the municipalities and historical societies and help build connections between them, leading up to the Bicentennial Celebration. Mr. Gardner is concerned that there may not be enough money for the celebration, so he will urge his predecessors to ensure that there is enough money to make the event happen. Much of the event will still rely on sponsorship and volunteer effort.

Historic Mapping - Mr. Tierney will work with Mr. Dech on an interactive map with all of the historic sites/tours throughout the County with detailed information on each site. The County has the capability to do the mapping, but needs the human resources, data, and time to enter all of the information. The mapping could be built as part of the Bicentennial celebration, but it will continue on past the event.

Next Meeting: The next meeting is scheduled for February 18, 2020 at Shippen Manor (tour at 4 pm; meeting at 5 pm).

There being no further business, the meeting was adjourned at 6:01 pm.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Christina Roberts', written over a horizontal line.

Christina Roberts
Administrative Clerk