

THE READINGTON MUSEUMS
MUSEUM COMMITTEE MEETING

Approved

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Vice Chairperson Jim Horvath called the meeting to order at 7:38pm

PRESENT: Jim Horvath, Joyce Lykes, Nancy O'Malley, Rich Grohoski

ALSO PRESENT: Museum Administrator A. Hollander

APPROVAL OF MINUTES: The Museum Committee reviewed the meeting minutes from March 19, 2005. Joyce Lykes made a motion to approve the meeting minutes as amended. Nancy O'Malley seconded the motion. All voted in favor.

FINANCE COMMITTEE:

Report on the 2004 fiscal year—we spent 25,800 of our budgeted 27,000. We have spent all the money encumbered in 2005 from the 2004 budget. To date we have spent \$3,587 in the 2005 budget. The Vice Chair has requested a monthly financial budget from the treasurer to be presented at our Thursday Meeting. The treasurer reports certain category errors in the recent purchase orders. Administrator will check with Township finance office and clear up problems.

Report on meeting between Township Administrator, Township Chief Financial Officer, Museum administrator and Vice Chair of Museum Committee—Township administrator went over the municipal procedures for the approval of a professional service contract, and bidding procedures for other expenditures.

CORRESPONDENCE: Noted

NEH Grant—Administrator recommends that this grant be reexamined in 2006 for purchase of storage equipment for new collections storage space.

Administrators report

CAP Assessment—Assessment set for the first week in July

Trust grant—Administrator will call Mike Hanrahan for an update on where we are in the bidding process

Conferences—Jim Horvath would like to amend a motion made at last meeting to comply with township standards for travel costs. The administrator will be compensated for 27 cents/ miles traveled not 30 cents.

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Fourth Grade—Rich Grohoski has finished the cabinet for the Cold Brook School. Administrator will call Whitehouse Security again about moving the interior motion sensor so it will not be covered by the cabinet.

Press—Administrator has spoken with the Editor of the Readington News and would like to submit a regular article for the monthly paper. Administrator proposes the article to include a photo depicting something from last month at the museum and an article outlining the upcoming events at the museum. Committee approved.

Administrator will contact the Hunterdon Observer and find out about a reference made to the Readington Historical Society.

Lecture Series—Administrator will advertise in papers and with flyers the second week in May. All references to the five dollar charge will be referred to as a suggested donation. Press will ask for pre-registration.

National Register Nomination—Administrator is working with Carla Loughlin to make the revisions on the Hall House Nomination requested by the State Historic Preservation Officer

Open House—Rich Grohoski will cover the May Open House

Action Items

Fundraising—Administrator will speak with Township Administrator about approaching local Corporations for donations to the museum. Administrator will prepare a financial report on the budget left in the capital bond for the Guest House.

New Members—Jim Horvath will ask the Historic Preservation Commission for recommendations, Administrator will speak with Betty Ann Fort about asking any local teachers. Administrator will send a second letter out to Ruth Ann Grey.

Hunterdon Youth Facility—Administrator requests as many committee members that can to stay after next Saturday's meeting on the 16, to help prepare the hall house for the school program and to help prepare the gardens with the volunteers from the youth facility.

Fifth grade program—Nancy O'Malley may be available the 3 and 10 to help with the fifth grade program, Jim Horvath will come a couple days, and Rich Grohoski may be

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able to work one or two. Annette Horvath will sew ten girl's shirts. Joyce Lykes will sew 13 skirts.

Fourth grade—Administrator will be meeting with Daniela Johnson to prepare for the program.

Trail Grant—Administrator will call Al Rebovich to talk to him about the trail grant

Barn Dance—Museum Committee has conflicts with the date. Rich Grohoski and Jim Horvath will check schedules and get back to the Administrator. Joyce Lykes and Nancy O'Malley will not attend but will coordinate food. Jim Horvath will talk to the Historic Preservation Commission about setting up a grill. Administrator will talk with 4-H about setting up

Long Range Plan—Administrator will send copy of Long Range plan attachment from the Historic Commission Grant to committee

Museum Camp—Administrator will put flyers out to schools, library. Administrator will try to coordinate a costumed interpreter/table at Township Fun Day

Meeting Minutes—Administrator will forward approved meeting minutes and Agenda to Vita and Frank.

Nancy O'Malley made a motion for the meeting to adjourn. Rich Grohoski seconded the motion. All voted in favor.

ADJOURNMENT: The meeting was adjourned at 9:16pm

Respectfully submitted,

Amy Hollander
Museum Administrator