

THE READINGTON MUSEUMS
MUSEUM COMMITTEE
MEETING
December 7, 2009

Chairman Jim Horvath called the meeting to order at 7:41 p.m.. He announced that all laws governing the Open Public Meetings Act had been met and that the meeting had been duly advertised.

PRESENT: Jim Horvath, Betty Ann Fort, Erin Brennan, Helen Farrant, Joyce Lykes, Nancy O'Malley, and Museum Administrator Amy Hollander.

APPROVAL OF MINUTES: The Committee discussed the minutes from the November 2, 2009 meeting. The Administrator remarked that the stone points had already been evaluated by archeologists Alan Cooper and Richard Veigt. She also requested that the Event Report be changed to include a record of total expenses to enable a more complete snapshot of the event. Betty Ann Fort moved that the minutes be approved as amended. Nancy O'Malley seconded the motion and the motion was passed unanimously.

Jim requested that the minutes reflect that the November 21st meeting was cancelled due to lack of quorum.

OLD BUSINESS:

St. Nicholas Day Event: The Administrator noted that expenses for the event totaled \$223.77 and that donations of \$55.00 were received. Seventy people attended the event, including several people from the Netherlands. One visitor mentioned that she had seen a "Violanta" street organ, a traditional Dutch organ, at a local event. The Administrator will look into possibly scheduling the organ for next year's event. The salt dough ornaments were a success. The Committee discussed possibly making ornaments throughout 2010 and selling them at the 2010 St. Nicholas event. Types of ornaments included corn husk dolls and felt mice. Betty Ann suggested that the Committee come up with ideas.

Painting: The Committee agreed that Jim Magnotta, with a bid of \$1750, was the lowest bidder for the painting of the trim at the Bouman Stickney Farmstead ("BSF"). Due to the onset of winter, the project cannot be done until next year. Betty Ann moved that funds from the 2009 budget be encumbered for the project. Joyce Lykes seconded the motion and it was therefore:

RESOLVED, that Jim Magnotta be awarded the job of painting the exterior trim of the Bouman Stickney Farmstead (the "Project"); and be it

FURTHER RESOLVED, that one thousand, seven hundred, fifty dollars (\$1,750.00) be encumbered from the Museums' 2009 budget to pay for the Project.

BSF Sign. Jim reported on the estimates received to replace the sign on Dreahook Road that was damaged by the falling tree. Estimates for a two-sided, carved, cedar wood sign were sought. Only one vendor, Paul Rozano, can provide such a sign. His quoted price was \$1,550. Alternatives to cedar are urethane foam and Xterra, a compressed wood

product. While these alternatives are 10% to 20% less expensive, they are not as durable as cedar. Jim noted that as there is only one supplier available, three estimates were not required. Joyce moved that Mr. Rozano be awarded to job to provide the new sign. Helen Farrant seconded the motion and it was:

RESOLVED, that Paul Rozano be awarded the job of providing a two-sided, carved, cedar wood sign for the Bouman Stickney Farmstead to be placed at the top of the Farmstead's driveway on Dreahook Road (the "Sign"); and be it

FURTHER RESOLVED, that one thousand, five hundred, fifty dollars (\$1,550.00) be encumbered from the Museums' 2009 budget to pay for the Sign.

Historic Trust Report: The final report regarding the grant for the Eversole Hall House ("EHH") has been submitted. The Administrator is still awaiting the Trust's response and advice as to when the remaining funds will be distributed.

New Jersey Historical Commission/ADA Policy: The Administrator reported on the process to develop and implement the required ADA policy. She prepared a draft of the submission for review by the Committee and noted that policies on (i) accessibility; (ii) employment; (iii) grievances; (iv) admission; (v) evacuation; and (vi) training must still be developed. Individual members of the Committee agreed to take on the various components and to submit them to the entire Committee and the Administrator by January 4, 2010.

Computer Backup and Scanner: The Administrator reported that an external hard drive to be used for backup purposes would cost approximately \$200. A scanner (all-in-one printer/fax/scanner) would cost less than \$200. Betty Ann moved that up to \$450 be authorized to purchase an external hard drive and an all-in-one. Erin Brennan seconded the motion and it was:

RESOLVED, that the purchase of an external hard drive and all-in-one (printer/fax/scanner) (collectively, the "Equipment") be authorized, approved and ratified, provided, however that the aggregate amount expended for the purchase of the Equipment not exceed four hundred fifty dollars (\$450.00).

BSF Kitchen Floor: Helen noted that her husband was still looking for types of paint that would be acceptable for the kitchen floor. She also noted that as older oil-based paints were high-gloss, the epoxy paint may be appropriate for the floor.

ADMINISTRATOR'S AGENDA ITEMS:

Septic Tank. The Administrator noted that the Township's Chief Financial Officer charged the Guest House's new septic tank to the Museum's account rather than to that of the Township's buildings and grounds. The Committee agreed that the Chief Financial Officer should inform the Administrator of such actions prior to his taking them.

Made in Hunterdon Book: The Administrator recommended applying to the Hunterdon County Cultural Heritage Commission for a grant to help fund the publication of the book. The Committee agreed.

Volunteer Drive: The Administrator advised that she will speak with Mary Jean DiRoberto in January about recruiting parents to serve as Museum volunteers. The Committee agreed with this approach.

Remaining Funds: The Administrator asked the Committee which Museum projects would require the remaining funds in the 2009 budget to be encumbered. Among other things, the Committee suggested repairing the BSF squirrel-damaged windows, repairing the BSF rear stair railing, and having the BSF chimneys swept. The Administrator will obtain estimates for these projects.

ADJOURNMENT: Betty Ann moved that the meeting be adjourned. Nancy seconded the motion. The meeting was adjourned at 9:16 p.m.



Respectfully submitted
Erin Brennan, Secretary

