

NEW JERSEY HISTORIC TRUST

NJHT Board of Trustees Meeting Wednesday, June 22, 2016 Red Mill Museum Clinton, Hunterdon County

Call to Order

Ms. Omogbai called the meeting to order at 10:05 a.m.

Open Public Meetings Act

Ms. Guzzo notified the Board that notice of the meeting was made in accordance with the New Jersey Open Public Meeting Act.

Roll Call

Ms. Guzzo called the roll and confirmed the meeting had a quorum.

Trustees present: Janet Foster, Deborah Kelly, Peter Lindsay, Katherine Ng, Meme Omogbai, Chris Perks (via phone), Patricia Anne Salvatore, Katherine Marcopul, Robert Tighue, and Gina Fischetti.(arrived 10:25)

NJHT Staff present: Dorothy Guzzo, Judith Adams, Glenn Ceponis, Catherine Goulet, and Michele Racioppi.

Also present: Carolann Clynes, the Hon. Paul Muir (Executive Director Red Mill Museum), and Janice Armstrong.

Public Comment

Ms. Omogbai welcomed Katherine Marcopul who was recently appointed Administrator and Deputy Historic Preservation Officer following the retirement of Dan Saunders. Ms. Omogbai then thanked Paul Muir the Executive Director of the Red Mill Museum for allowing the Board to meet at his facility. Mr. Muir welcomed the board and provided a brief history of the museum and site.

Ms. Omogbai asked if Board members had any conflicts with agenda items, hearing none Ms. Omogbai proceeded with the meeting

Communications

Ms. Omogbai referenced the articles and items in the board packet and recommended that board members go through the articles and see how they relate to the Trust's current situation if they hadn't already. Ms. Omogbai acknowledged Carolann Clynes in the audience, who just recently retired from the Trust's Board. Ms. Omogbai conveyed the Board's appreciation for Ms. Clynes years of service to the Trust.

Ms. Omogbai thanked the staff and conference planning committee for the wonderful conference earlier in June. As always they performed a yeoman's job. Ms. Omogbai thanked Ms. Foster for her efforts and comments at conference. Ms. Omogbai also acknowledged 100% participation of the Trust Board at the conference, of which she was most appreciative and gratified.

Ms. Omogbai asked if Ms. Guzzo or the staff had a chance to review the comments of conference participants. Ms. Guzzo said that preliminary review indicated positive feedback and the opening reception was phenomenal. The difficulties with the site and hosts did not appear to affect the conference attendees. The conference broke even and we will get into the details starting next week for a more complete analysis. Ms. Guzzo also stated that she has been communicating with Middlesex County to host the conference next year. The conference would be at the community college. It all looks very positive. Our contact with the county served this past year on the conference planning committee, so he is well aware of what is necessary to put on a successful conference.

Ms. Omogbai again thanked everyone for a wonderful conference and stated that it is an important part of our mission and the community looks forward to it each year.

Approval of Minutes

Ms. Omogbai asked if anyone had comments on March's meeting minutes. There being none Mr. Lindsay made a motion to approve the minutes, seconded by Ms. Kelly. The motion passed unopposed.

Reports of Officers

Chair:

Ms. Omogbai reminded the board of its last discussion, which was a call to action regarding funding for the Trust. A plan is needed that gets the community involved and sets a parallel track for Board engagement. The challenge is that the legislation that was passed is not what the community thought it would be in terms of the amount of funding allocated to the Historic Trust compared to past funding levels. Ms. Omogbai stressed that we cannot use an ad hoc approach, we need a long term strategy. Ms. Omogbai proposed that we convene a meeting of the community. While they may know the state is struggling with trying to fund transportation, education and other areas we need to get our needs heard so we do not get lost in the cacophony of voices. Also, what can we do so that we do not have to go back every year to get funds? The Corporate Business Tax allocation for the Trust is not sufficient for our grant programs. So, if CBT is not, nor will it realistically ever be sufficient then we should not quibble over small increases here or there, we need to explore other sources of funding to supplement the CBT allocation. The two main issues to address are how to best deal with our current funding situation and how can we improve our situation in the future.

The Board should approve this convening of the community as a whole including funding for a facilitator to deal with community engagement. This should be done in advance of the Board retreat and in conjunction with Board members visiting legislative representatives to educate

them on our issues. Ms. Omogbai suggested having a one page summary or talking points so that a uniform message is conveyed. It is important to reach out and have a strong presence at the community meeting including journalists. Throughout the process it is important that everyone stay on message. We need to reach our grantees, potential grantees, decision makers, journalists, ex officio members to be part of this community meeting. Ms. Omogbai hopes that this community meeting will result in concrete actionable items that the Board can then address at the Board retreat later this year.

Ms. Guzzo stated that it looks like the meeting will take place at the Count Basie Theater in Red Bank in September, on the afternoon of the next Board meeting. A facilitator is needed who will coordinate the effort with the overall strategic plan for the Trust. Ms. Guzzo relayed that the idea for this community meeting came from two lessons she learned at a colloquium sponsored by the NJ Association of Grant Makers regarding changes since the great recession – nothing is ever going to be the same as it was before and the ones closest to the problem are the best to solve it. In our case we need to bring in our grantees and anyone who is impacted by the Trust. It is important for them to understand that this is the reality for the foreseeable future and to figure out ways for them to help.

Ms. Omogbai asked for comments from the Board.

Ms. Foster applauded bringing in the larger community; she stated that all of these people are important stakeholders and that their input is an important and key component to the Trust moving forward. The board asked what the relationship was between this community meeting and the Keep It Green (KIG) coalition. Ms. Guzzo responded that this meeting is looking at options in addition to the Corporate Business Tax funding, not a replacement, so KIG still plays an important role and can attend the community meeting. Ms. Omogbai agreed that regardless of how the CBT gets enacted, it will never provide sufficient funds for Trust programs so the Trust must look at options for additional funding sources while working to ensure passage of CBT funding. It was suggested that it might be good to meet or talk with KIG and PNJ to explain the community meeting so there is no confusion or misunderstanding of the Trust's actions.

There may be action on the legislation or possibly the legislature may try to override the Governor's veto of the CBT Legislation, so Board members should be prepared to testify at hearings if asked. It is the Board's job to educate both legislators and the public on the needs and programs of the Trust and to speak with a consistent voice. Ms. Omogbai reminded members that this is the last meeting of the Board prior to the passage of the State budget so they should be prepared to respond if asked.

Ms. Omogbai made a motion to authorize Ms. Guzzo to move forward with the community meeting, seconded by Ms. Foster. The motion passed. Ms. Omogbai made a second motion to authorize Ms. Guzzo to hire a community and strategic planning facilitator. A line item for strategic planning will be included in the FY17 NJHT budget that the Board will vote on in September. The Board asked for an estimate for cost of hiring a facilitator. Ms. Guzzo responded

that she will work to keep the costs down and hoped to hire the consultant for around \$10,000. Ms. Omogbai's motion was seconded by Ms. Salvatore. The motion passed.

Discussion continued regarding the possibility of the Legislature overriding the Governor's veto of the CBT legislation including KIG and PNJ's activities. Ms. Kelly also stated that all of these activities are laying the groundwork for the future and building relationships. There was some concern that we could become bothersome to legislators; however, it was pointed out that they do not hear enough from us and that we are informing them of Trust funded projects in their districts, which they like to hear about. Ms. Omogbai stressed the importance of educating the legislators, administration as well as our own preservation community. The proposed community meeting will be laying the foundation for these actions. Ms. Salvatore added that DMO's, Travel & Tourism folks, architects, architectural historians and other professional should be part of the community meeting. Ms. Ng asked about affiliate groups that have a shared interest. Ms. Omogbai responded that all groups should be included and if you have specific groups or people in mind you should get a list to Ms. Guzzo to invite. Ms. Guzzo stated that both the next Board meeting and the community meeting will be on September 21st. Once the location is confirmed, invitations will be sent out.

Vice Chair

No formal report.

Treasurer:

Ms. Guzzo informed the Board of Lauren Giannullo's resignation as the Trust's fiscal officer. Mr. Guzzo reported that because of the resignation there is no full Treasurer's report for this meeting. Instead Ms. Guzzo provided the Board with a fiscal update. Most of the funds allocated for DAG use will come back into the administrative account. Likewise, Treasury's release of our overhead and fridge benefit funds should also be coming back into our administrative account. Again, Trust expenses should come in under budget for the fiscal year. Ms. Guzzo and staff plan on meeting with DAC fiscal staff and will provide a complete Treasurer's report in the near future.

Ms. Omogbai asked if Ms. Giannullo's position will be backfilled. Ms. Guzzo responded that we received department approvals, but are waiting for approval from the Governor's office.

Secretary:

No report.

Executive Director's Report

Ms. Guzzo referenced the Executive Director's and the staff reports in the board packet. Ms. Guzzo reported that Lauren Giannullo decided not to return from maternity leave and Jennifer Stark resigned from the Trust. While we are trying to fill Ms. Giannullo's position, Ms. Stark's Sandy projects have been reassigned to current staff.

Ms. Guzzo reported that two requests for proposals were prepared – one for Best Practices workshop in FY 17 and one to market the Discover History license plate. Both will be factored into the FY 17 budget and ready for board approval in September.

Work is continuing on the design for the heritage tourism website. Currently Trust staff and the web designers are working out details and hope to launch the site in the fall.

Ms. Guzzo outlined recent legislation that has been put up for consideration. Ms. Guzzo also relayed how Sen. Beck had suggested that the Trust remain in contact with members of the legislator, such as providing testimony, writing letters, etc. the point being to be seen and remembered by legislators. Ms. Omogbai suggested that this be added to the retreat discussion. Who better to tell our story than us. We need to keep legislators in the loop. We need to nurture relationships.

Ms. Guzzo referenced grantees' thank you letters included in the Board packet.

Report of the Department of Community Affairs

Ms. Fischetti provided an update on the research project being worked on by the DCA Local Planning Service group for the Trust. They received information from thirteen of twenty-one counties. The office continues to conduct outreach to those counties who had not responded.

Report of the Department of Environmental Protection

Ms. Marcopul reported that HPO is down five positions. Two positions have been approved by the administration and they are currently interviewing candidates. Ms. Marcopul informed the Board that HPO is continuing with design guidelines for properties in need of elevation. HPO also participated in a panel discussion at NJIT for ways to increase resiliency and protect Greenwich, Cumberland County from flooding.

Report of the Department of Treasury

Mr. Tighue reached out to the Treasurer's Office. There was nothing specific to report to the Trust. Mr. Tighue was able to report that work was beginning on the restoration of the statehouse. It will be an extremely large project.

Report of the Executive Committee

No report

Report of the Grants & Loans Standing Committee

Ms. Kelly referenced the Grants & Loans Committee Report in the Board packet.

The Grants & Loans Committee met on June 15, 2016. Ms. Kelly reviewed the Committee's recommendation for the following request for extension:

Grantee: Hoboken Public Library

Project: Hoboken Public Library

Grant Award No.: 2008.2057

Grant Award: \$750,000.00

Drawdown: 19%

Municipality: Hoboken

County: Hudson

Justification: *The Committee recommends a grant extension to September 30, 2017 to complete the construction and prepare close out documents.*

Grantee: First Presbyterian Church, Elizabeth

Project: First Presbyterian Church, Elizabeth

Grant Award No.: 2008.2059

Grant Award: \$290,202

Drawdown: 70%

Municipality: Elizabeth

County: Union

Justification: *The Committee recommends an extension to August 6, 2018.*

Grantee: City of Trenton

Project: Douglass House and Jackson Street Bridge

Grant Award No.: 2008.2109

Grant Award: \$534,901.00

Drawdown: 0%

Municipality: Trenton

County: Mercer

Justification: *The Committee recommends an additional two years, to August 6, 2008 to complete the construction, and an additional year, to August 6, 2019, for submission of the closeout report to the Trust.*

Grantee: City of Ocean City

Project: Ocean City Life Saving Station

Grant Award No.: 2010.2025

Grant Award: \$750,000

Drawdown: 50%

Municipality: Ocean City

County: Cape May

Justification: *The Committee recommends an extension to the grant agreement to July 15, 2017.*

Grantee: Woodbridge Township

Project: Barron Art Center/Tourism Project

Grant Award No.: 2012.H026

Grant Award: \$50,000.00

Drawdown: 0%

Municipality: Woodbridge

County: Middlesex

Justification: *The Committee recommends an extension to September 30, 2016 to complete the research and prepare the final submission to the Trust.*

Grantee: Jersey City

Project: West Bergen Historic District

Grant Award No.: 2010.0108

Grant Award: \$50,000.00

Drawdown: 0%

Municipality: Jersey City

County: Hudson

Justification: *The Committee recommends a contract period extension to February 15, 2017.*

Grantee: Hudson County

Project: Hudson County Courthouse

Grant Award No.: 2010.2035

Grant Award: \$750,000.00

Drawdown: 0.00%

Municipality: Jersey City

County: Hudson

Justification: *The Committee recommends a work period extension to June 15, 2017 and a contract period extension to December 15, 2017.*

Grantee: Center for Community Arts, Inc.

Project: Franklin Street School

Grant Award No.: 2006.2106

Grant Award: \$750,000

Drawdown: 21%

Municipality: Cape May

County: Cape May

Justification: *The Committee recommends an extension to the work and agreement period to June 20, 2018 to acquire the additional funds, complete the project and closeout the grant.*

Grantee: University Heights Science Center

Project: Essex County Jail

Grant Award No.: 2010.0068

Grant Award: \$50,000

Drawdown: 80%

Municipality: Newark

County: Essex

Justification: *The Committee recommends an extension of the work and grant periods to June 30, 2017 to complete the project and closeout the grant.*

With no conflicts indicated from Board members and no questions Ms. Kelly made a motion to extend the grant agreements as recommended by the Grants & Loans Committee, seconded by Mr. Tighue. The motion passed with no objections.

Open Grants

Mr. Ceponis reported that the East Point Lighthouse project had its kickoff meeting yesterday and that construction should begin on the site within the next week or so. Mr. Ceponis passed around a binder illustrating all the activities the historical society had been conducting at the lighthouse – it was impressive.

Sandy Recovery Grants

Ms. Kelly reported that the Sandy grants continue to move forward. Following Ms. Stark's resignation the projects were reassigned to Trust staff. Remaining federal funds assigned for consultant services will be used to reimburse for Trust staff time.

FY 15 CBT Grant Round

Ms. Kelly reported that there has not been any movement in the FY 15 grant round. We are still waiting for approval to award those grants.

1772 Foundation 2015 Grant Round

Ms. Kelly reported that the 1772 Foundation Board approved the list of projects recommended by the Trust Board. Formal notification will be sent to the applicants as well as an announcement for a broader release. The next step will be working with grantees to generate grant agreements.

Discover New Jersey History License Plate Fund

Ms. Kelly reported that the Trust did not receive any applications for license plate grants for this quarter.

The Trust received three proposals to conduct market research on sale and renewals of the Discover New Jersey History License Plate. Ms. Guzzo summarized each proposal and said that two firms were coming in for interviews. Ms. Omogbai encouraged that the selected firm provide the Trust with a five-year plan and look at local influences on the marketing of the plate.

Report of the Easements and Acquisitions Standing Committee

Mr. Ceponis provided a brief update on the Eagle Manor property and easement. The easement has been executed by both parties, but has not yet been recorded. Mr. Ceponis reached out to the purchaser of the property and was told that it has been sold to a new owner. Mr. Ceponis went down to the property. It is in good condition and the new owner has put a new coat of paint on the outbuildings. Mr. Ceponis has a meeting scheduled in July to meet the owner and go over in detail the terms of the easement. The new owner intended to use the property to hold events such as weddings and corporate gatherings as well as a vacation home for his family. The website is very nice as you can see on the tablets being passed around the room. This looks to be a good thing for the property.

Report of the Combined Strategic Planning and Legislation and Policy Standing Committees.

No report. Items were discussed during Chairperson's report.

Report of the Education and Outreach Committee

Ms. Salvatore referenced the report included in the Board packet and asked if there were any questions from the Board. Ms. Omogbai commended her effort and spoke to how much she enjoyed the content of the report. She pointed out that in addition to the Trust's grant programs, these education initiatives are what the Trust is all about.

Unfinished Business

The board reviewed potential dates for the Board retreat. October 21st was determined to be the better of dates provided.

New business

A nominating committee comprised of Mr. Perks (Chair), Ms. Ng, and Mr. Tighue will select and nominate a slate of candidates for the Trust Board at its September Board Meeting.

Ms. Omogbai presented and read resolutions for two long-serving board members who retired from the Board this year – Carolann Clynes and Daniel Saunders. Ms. Omogbai expressed the Board's deep appreciation for their service. Ms. Clynes thanked the board for the resolution and expressed her gratitude for the opportunity to serve.

Public Comment:

No public comment.

Adjournment

There being no additional business, Ms. Omogbai asked for a motion to adjourn the meeting. Ms. Foster moved to close the meeting, seconded by Ms. Salvatore. The motion passed and the meeting adjourned at 11:45.