

**East Amwell Township Historic Preservation Committee**  
**Minutes of Meeting held on: April 26, 2011**

**In attendance:**

Chairperson: Barbara Sageser

Members: Kathy Cannelongo, Jim Davidson, Jennifer Floyd, Pauline Serafin, Peg Sullivan, Mary Van Horn

**Absent:** Frances Gavigan, Dave Harding, Paul Sterchele

Secretary: Martha Pittore

**Call to order:** The meeting was called to order by Chair, Barbara Sageser at 7:35 p.m.

**Statement of Compliance:**

In compliance with the Open Public Meeting Act, this meeting was noticed as a regular meeting in the February 3, 2011 issue of the Hunterdon County Democrat. Notice of this meeting was sent to the Hunterdon County Democrat, Times of Trenton, Courier News, Star Ledger, and posted on the bulletin board on April 20, 2011.

**Approval of Minutes of Meeting March 22, 2011:** HPC recommended minor corrections to the minutes. These changes will be incorporated into the original which will be filed and distributed. A motion was made by Jim Davidson to approve the amended minutes, second by Barbara Sageser. Motion carried. Abstentions: Peg Sullivan, Mary VanHorn.

**Open to Public:**

A motion was made by Jennie Floyd to open the meeting to the public. No public was in attendance. A motion was made by Pauline Serafin to close the meeting to the public; second by Barbara Sageser. Motions carried.

**Old Business:**

**Report on scheduling presentations: Barn Tour:** Jim Davidson stated he spoke with representative from The NJ Barn Company who is working on the barn tour presentation with Gael Gardner. The anticipated date for barn tour presentation will be sometime in August or September.

**Report on Storage Unit contents and disposition:** Barbara Sageser stated she and Jennie Floyd continue to work with Tim Matheny. Members from Historic Preservation and personnel from DPW will meet April 22 at the storage unit to assess condition of the furniture and place salvageable pieces in the basement of the municipal building.

**Report on development of tutorial:** Jennie Floyd stated she is in the process of developing a tutorial. She will email HPC members interested in learning the tutorial to begin scheduling sessions to accession and catalogue the Quick collection.

**Design Awards:** Barbara Sageser stated a list of potential sites has been compiled. Dave Harding is publicizing the Historic Preservation Committee 2011 Preservation & Design Awards event in the VIP. Categories are: Historic Residential, Commercial Projects, Newer Residential, Farmsteads or Farm Buildings, Gardens & Landscaping. The deadline for entries is July 31, 2011.

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**Quick collection report-reboxing in acid free containers:** B. Sageser stated she will continue to work on re-boxing Quick collection in acid free containers. J. Floyd suggested cataloging photos first.

**New Business:**

**Computer clean-up to maximize storage space:** J. Floyd advised HPC that cataloging the Quick collection will take up a lot of storage space. She suggested deleting second copy if files are copied for slide shows to free up storage space; or export them to a lower resolution.

**Ordering of materials for accessioning the Quick collection:** Jennie Floyd stated she will fill out requisitions requesting money be used from special projects grant funds for DVD's to archive photos and CD's for transferring small files.

**Budget:** Barbara Sageser made the following report:

- Jane Luhrs advised the HPC budget is \$800. HPC held a detailed discussion of remaining items which require funds such as 2 design plaques, bus tour, speakers, signs, and refreshments. HPC agreed to renew membership fees for AASLH \$100 and National Historic Trust \$115.
- B. Sageser stated \$662 remains out of special projects grants and \$2000 remains from an old grant to publish Ringoes pamphlet. HPC previously received approval to use publication grant for purchase of past perfect on-line subscription. J. Davidson suggested printing a township calendar with Quick collection pictures. J. Floyd will search out cost of past perfect online and HPC will compare the price between the two options. B. Sageser will draft a letter to Cultural & Heritage to provide information on use of funds, which Jim Davidson will present.

**Correspondence:** No further comments.

**Approval of Bills:**

Requisitions will be completed on membership's fees. (See remarks under Budget).

The next meeting will be held on Tuesday, May 24, 2011 at 7:30 p.m., at the East Amwell Municipal Building.

**Adjournment:**

The meeting adjourned by motion of Jim Davidson, second by Pauline Serafin. Motion carried.

Respectfully Submitted,

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Martha Pittore, Secretary  
Historic Preservation Committee