

Historical Committee  
Minutes of the March 13, 2013 Meeting

Attendance: D. Addario, B. Aldrich, B. Black, B. Diem, R. Stomber, B. Titus, S. Tucker and S. Pote, Liaison. Absent: E. Stomber

Presiding: B. Diem Chairperson

The meeting was called to order at 7:40 PM. The minutes of the February 13, 2013 meeting were approved as circulated.

**CHAIRPERSONS REPORT – B. Diem**

McDonald Eaton Obituary

McDonald Eaton, grandson of Dr. Eaton has passed away. The obituary will be placed with the Eaton Family history.

Amendment to Ordinance and Update to our Organization Document

The Borough passed an amendment to the Historical Committee ordinance increasing the membership. Diddy will update the organization document and have it ready for approval at the next meeting.

501(c) 3 Approved (Watchung Community Foundation)

The Borough has received approval for a community foundation 501(c) 3 tax exempt status. It is called, *The Watchung Community Foundation*. If anyone contributes to Historical, they need to be instructed to write “for Historical Committee” on the memo part of the check. This allows donations as a tax deduction for the contributor. Bill Hance will be distributing more information.

Distribution of Keys

Keys to the back door of the Texier House were distributed to those members who wanted them. Members need access to the Texier House to continue to work.

Bills Submitted

The bills for the books purchased and for Roger Tucker’s work on the museum cases and window have been submitted.

Repair of Wall

Roger Tucker started to repair the wall where the “panic button” was removed. He will complete it soon.

### Current Floor Plan

Copies of the floor plan of the Texier house are now available for members to use for planning.

### Eagle Scout Project

The Borough Council officially approved Walter Pennett's project. He will be attending part of this meeting.

### Notice of Scout Museum

The grand re-opening of the NJ Scout Museum will be held on March 9<sup>th</sup> and 10<sup>th</sup>, 2013 from 2:00 – 5:00 PM. The museum is at 705 Ginesi Drive, Morganville, NJ 07751. See the website for more information. ([www.njsm.org](http://www.njsm.org)).

### CAPES Conference Call

Diddy and Barbara participated in a conference call on March 12, 2013 with the CAPES Coordinator Frederick Pachman. He stated that we have been approved for a site visit but they are waiting for funding. (Report under Old Business)

### **LIAISON'S REPORT – S. Pote**

The Borough is working on the budgets now. He can make no promises but will do what he can to see that we have an adequate budget for the year.

The Borough is responding to the criticisms of residents during Hurricane Sandy. Steve conducted an action review with the leaders of OEM, Fire, Rescue and Police. As a result of this review the Borough is implementing four actions:

- 1) Improving communications and technology. The Borough is now on Facebook, is hiring an outside company to improve the website and keep it up to date, and is working to improve emergency phone notifications to residents.
- 2) Revising and updating the Emergency Annex which is a handbook of procedures for emergencies.
- 3) Examining and improving infrastructure such as making sure generators are installed and working, phone service not dependent on cable, warming centers available, etc.
- 4) Outreach to vulnerable groups. The Borough is in the process of identifying vulnerable residents and determining how best to reach them.

The next Borough Newsletter will have an article explaining these responses. .

The Library Committee is exploring options since the referendum on the library was narrowly defeated.

## **OLD BUSINESS**

### Report of Conference Call with CAPES – B. Diem, D. Addario

Frederick Pachman, Coordinator for CAPES, requested a conference call which was held on Tuesday, March 12, 2013. Diddy and Barbara participated in the call. During the call, the process was explained. We have been approved for an evaluation and they expect funding within the next few weeks or next month. We described what we have done so far with the sorting and categories and our needs. They will continue to communicate with us as they wait for funding. We need to prepare a list of questions, concerns and priorities so that the evaluator can make the best use of time. Dick stated that Elaine will help us with the list we have to prepare.

He also emailed us a notice of workshops which will be discussed.

### Correction to the Member List

Please cross off the home phone for Elaine and Dick Stomber, use the cell phone for all calls. Diddy will correct the list and have a new one for members at the next meeting.

### Error in Highlights 2012

A typo mixing up two names in the Highlights of 2012 was discovered. Diddy corrected it and revised versions were distributed.

### Walker System Report – R. Stomber

Dick reviewed the Walker System and measured the wall space that we have. He believes we have a lot of good wall space and at this point thinks some other options are better for us than the Walker System. He recommends using MDF plywood for use as a background. The plywood frame is hung and objects attached inside the frame. He also thinks we can do just as well with a molding and hooks.

After discussion, it was decided to work with MDF board and the Eagle Scout Project could serve as a trial run with this. At this time, we will not be ordering the Walker System.

### Eagle Scout Project Report – S. Tucker, W. Pennett

Walter reported that he will take pictures tonight for his “before” picture. His proposal will then be finalized and submitted to the Scout Council. He will either have approval or some more suggestions. He expects to receive approval in two to three weeks and will start about a month from now. He expects the project to take two months.

### Diorama Repair Progress Report – S. Tucker

Sue was unable to contact the person she was thinking of, but she will follow up.

## **NEW BUSINESS**

### Memorial Day Ceremony – Selection of Veterans to Honor

The Committee discussed possible veterans to honor at the Memorial Day Ceremony. Steve would like this information as soon as possible since he needs to get the material for the flyer together. Some suggestions were made and Barbara will review the list and get the information to Steve.

### NJ Historic Trust Preservation Conference

The Somerset County Historic Preservation Symposium will be held on April 27, 2013 from 9:30 – 1:00 PM at 20 North Bridge Street in Somerville. Preservation professionals will address a number of topics. For registration, call 732-356-8856 or sign up online at [www.heritagetrail.org](http://www.heritagetrail.org).

### 2013 NJ Historic Preservation Conference

The New Jersey Historic Trust wills co-host the 2013 NJ History and Historic Preservation Conference on June 6 at The Newark Museum. The conference, "Enriching Place", will explore the many ways in which stewardship of our historic places and collections enrich our communities for the future. The Early Bird Registration rate of \$65 is available until May 1, 2013. For more information, visit <http://www.state.nj.us/dca/preservationconference/> or contact the Historic Trust at (609) 984-0473 or [njht@dca.state.nj.us](mailto:njht@dca.state.nj.us).

### Collections Care Consortium of NJ Training Programs

Frederick Pachman, CAPES Coordinator sent us a notice of some very appropriate programs and suggested our members attend. Members selected the following programs to attend and each member will take care of their own registration.

April 9, 2013 – Digitization Basics – D. Addario, S. Tucker

May 7, 2013 - Principles of Archival Management – B. Diem, B. Aldrich,  
S. Feibush

July 9, 2013 – Preservation Best Practices for Optimal Collections Care –  
S. Feibush, B. Diem

August 13, 2013 – Preserving your Photographic Collections – B. Titus,  
B.Aldrich

#### Questions for CAPES Evaluation

Members started a list of questions:

- How do we determine priorities?
- Are their guidelines for cataloging items?
- Can CAPES suggest other resources to help us inventory and catalog?
- Can CAPES suggest other resources to help us actually set up the museum?
- What software is recommended?

There was a brief discussion of software. Walter suggested that we simply use Excel and he can help us with that. Dick and Elaine will come to the next meeting with more questions for us.

#### Wish List for Historical Committee

It was also suggested that we start listing items that we will need so that we can accept donations or plan to budget for them. It was also suggested that we develop some forms for accepting donations. Suggestions included a copy machine, a computer, printer, scanner, new lighting, acid free folders, preservation boxes, books by Watchung authors, etc. The Committee will add to this list.

The meeting was adjourned at 9:04 PM.

Submitted by:

Dorothy Addario  
Secretary

*Approved at the Historical Committee Meeting of April 10, 2013*

NEXT MEETING: APRIL 10, 2013, TEXIER HOUSE, 7:30 PM