

FRIENDS OF PASSAIC COUNTY PARKS, INC.
April 12, 2021 Meeting

MEETING MINUTES

Members Present:

1. Chairwoman Alice Szepietowski
2. Vice-Chairman George Silva
3. Commissioner John W. Bartlett
4. County Administrator Designee: Marc E. Seemon
5. Director of Parks & Recreation Designee: Greg Moore
6. Director of Cultural & Historic Affairs Designee: Kelly C. Ruffel
7. Kelly Pascrell
8. Andrew Smith

Members Absent:

1. Robert Spiotti
2. Jamie Dykes
3. Daryl Walton

A roll call brought the meeting to order at 6:03 PM.

Ruffel made the announcement of the Open Public Meetings Act.

A motion was made by Smith and seconded by Moore to open the public portion.

No one from the public was present.

A motion was made by Bartlett and seconded by Smith to close the public portion.

Motion passed unanimously.

A motion was made by Pascrell and seconded by Bartlett to approve the minutes of the March 8, 2021 meeting.

Motion passed unanimously.

A unanimous motion was made to move the agenda out of order to New Business for the presentation by Hunter Research Inc. on the Passaic County Interpretive Plan.

The presentation by Hunter Research Inc. outlined the goals for creating a county-wide interpretive plan. The goals were to: (a) Determine how best to present a summary of the County's history to which residents and visitors can relate, touching on key themes and

storylines; (b) Establish guidelines for a county-wide exhibit program; (c) Provide a context for understanding how individual historic sites fit into the broader history of Passaic County; and (d) Identify how individual historic sites can/might work together to coordinate their stories, programs, and messaging. In addition, Hunter Research Inc. shared their findings, methodology, and results. Following the presentation, the Board opened a dialogue about the project and asked questions about inclusion of certain themes and topics, and about next steps. *See attached presentation.*

Bartlett and Smith left the meeting at 7:01 PM.

Under Old Business, several items were discussed. Ruffel presented final budgets and the event listing for the summer of 2021. Discussion amongst Trustees regarding summer concerts took place. The discussion on summer concerts and the Dey Mansion Wine and Cheese fundraiser was tabled and will be revisited at a later date.

Ruffel provided additional information on a joint grant application to the NJ Division of Travel & Tourism 2022 Cooperative Marketing Grant by the County of Passaic and the Board for new tourism initiatives.

A motion was made by Pascrell and seconded by Moore to approve Resolution 21-03, authorizing a grant application to the NJ Division of Travel & Tourism.

Motion passed unanimously.

Under Committee Reports, Ruffel reported that the County Fair sponsorship letters were distributed, and some donations were received. A spreadsheet was created and distributed showcasing the current sponsorships. Several applications were also received. A new website was created to collect vendor information. All vendor forms will be online for 2021. The goals of the website will be to collect vendor information and showcase fair plans. Plans for the fair are still contingent upon the Governor's lifting of group gatherings. Currently, outdoor gatherings are limited to 150 people. Ruffel reported under Memorial Tree & Bench program that one application by Craig Bacon was received. The memorial bench will be located within Garret Mountain.

Under Treasurer's Report, Ruffel gave an update on the state of the bank accounts. The accounts are in good standing.

No correspondence was received.

A motion was made by Moore and seconded by Pascrell to adjourn.

The meeting adjourned at 7:13 PM.

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Kelly C. Ruffel
Secretary, Friends of Passaic County Parks, Inc.