

## **Hightstown Cultural Arts Commission Minutes**

**1/17/18**

**Peddie School**

**7:30 PM**

**Present:** Ann Marie Miller, Susan Bluth, Michelle Jordan (Park & Recreation Liaison), Adam Welch, Mike Fabian, Genevieve Fabian, Heather Lisk

**Absent:** Sue Howard, Andrew Harrison, Dan Trent

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December minutes approved by Michelle Jordan, Seconded by Adam Welch.

### **Old Business**

**Commissioners-** Mike asked if we are still looking for new commissioners. Karen West was asked, and she will be able to join us during the summers when Sue Howard is away. MF Surely there is someone at Meadow Lakes that would like to join the commission. Ann Marie said she will reach out, would be a great way to get their input as well.

Mike said maybe someone from Roosevelt, if that is permitted? Ani Roscum and her husband are possibilities, we will reach out.

**Mural-** Ann Marie said this project is on hold at the moment. Mike said that that there is a lot going on, but he is still looking into it.

### **New Business**

**Empty Bowls 3/24/18-** Ann Marie asked Max(Peddie student who recorded last year's event) if he could make a 30 second promo video for us. Ann Marie asked if someone could make an iMovie with pictures from last year?Adam said he can do it.

Leslie has a music trio lined up to perform this year.

Mr. Mazare is donating \$1000 from the Greater Princeton Muslim Center.

We have sold some tickets online so far, but still need to share as much as possible via social media, etc. 50 hard tickets are being sold at Greater Goods.

Ann Marie went to the Downtown Hightstown meeting and was able to confirm soups from Morgans, 12 Farms, Pompier, Tavern on the Lake. We need to know what they would like to make, to be sure there are not duplicated. We need 5 gallons of hot soup from each. Ann Marie will update the letter to vendors to indicate that. Michelle said to email her the vendor letter so she can see if she can recruit more businesses for donations.

Adam said we need to make sure we have food safe 5 gal buckets, as some restaurants needed containers in previous years.

Can we check with Panera about possibly giving us sliced bread Ann Marie said it was frozen last year, so there would be no way for Panera to slice it in advance. Adam suggested maybe Peddie students can slice bread?

Heather said HHS is making approximately 100 bowls and will be running a workshop for Peddie students at HHS to make bowls. Should be about 10-12 students. Just waiting on district approval.

Susan will provide the decorations again this year, same as last year.

Adam said we need extra paper bowls or cleaning stations set up. In Princeton, they have a

cleaning station and provide a baggie for everyone.

Susan indicated that Meadow Lakes wishes we had asked them to be a possible venue for the event. Maybe we can at least be sure to invite them and consider it in the future.

Ann Marie said there will be 6 volunteers from RISE from Leslie. Susan said that some of their volunteers were even paid last year.

Mike indicated that there was some issues last year will moving the soup to the pot, and we make sure we have the correct supplies. Sternos worked well last year, as opposed to the crock pots. Susan said we should do a walk through before hand of the kitchen to ensure we have what we need. Are they setting up tables? Ann Marie will check, but she thinks so.

Adam asked if alcohol will be permitted? Susan said it would be great to include on the flyer. He said the Brewery opening Downtown had indicated they may be able to provide us with some beer, if permitted. Ann Marie said Jim Truslow will be at the next meeting, we can ask then.

**Green Team-** Susan Bluth said the Green Team sub committee would like someone from each commission to join theirs. Paul Mordetsky was listed, but was pulled from the list. Ann Marie said that the Green Team is part of the Sustainable NJ. She will ask Sue, who wasn't feeling well tonight. Adam said maybe Dan Trent may be interested as well..

**Pianos-** Ann Marie said that additional pianos have been requested from Stacy at Meadow Lakes. A local Girl Scout troop would like to paint one for a Silver Award. If someone from Meadow Lakes would like to paint one, they should also reach out. The issue we currently have is that they have no location to paint, so people interested would need to house the piano as well.

**Tricentennial-** Adam mentioned that the 300th anniversary of Hightstown is in 2021. He asked Lee about any plans from town or Historical Society, but nothing is in the works yet. He has seen some previous brochures and commemorative plates, and it all looks really interesting. He is reading a book on the history of Hightstown and it has a lot of stuff shown: Arrowheads, pottery, etc. Reading it has inspired him to start thinking about it. There were pageants, etc in the past. Should start planning soon to ensure it is an equally meaningful event as it has been in the past.

**There being no other old or new business, meeting adjourned at 8:26pm, motion to close by Adam Welch, seconded by Mike Fabian**

## **Hightstown Cultural Arts Commission Minutes**

**2/21/18**

**Peddie School**

**7:30 PM**

**Present:** Ann Marie Miller, Susan Bluth, Michelle Jordan (Park & Recreation Liaison), Adam Welch, Mike Fabian, Genevieve Fabian, Heather Lisk, Sue Howard, Dan Trent, Carlos Fernandez

**Absent:** Andrew Harrison

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January minutes approved by Michelle Jordan, seconded by Heather Lisk.

### **Old Business**

**Borough Council Meeting-** The meeting was well attended, but not many commissioners attended. YMCA approached the Borough about the possibility of purchasing their building, as they are leaving Hightstown. We could then make it into the Headquarters with separate police station.

1<sup>st</sup> phase would include FEMA/Insurance, the rest would need to be bonded by the borough. They would need \$700,000 to purchase the building, then approximately \$7,000,000 to transform the building, with a new Police station going in the back of the building. 1<sup>st</sup> and 2<sup>nd</sup> floor would need to be ADA accessible, and parking would need to be adjusted. There is an atrium space which could be "community space," adaptable for functions. Ann Marie spoke up about the possibility of using it for meetings and workshops. Susan commented that she is very concerned about the funding, but voted in favor. Borough entered into a contract for purchase, pending inspections, etc. We have 4 months, not 100% certain of FEMA or insurance policy from 6 years ago, as we still have gotten nothing.

Susan said the 2<sup>nd</sup> feasibility study is looking into buying a building with Robbinsville to use as shared services. Bottom line would be \$4,000,000 with deductions, but not guaranteed. Rug Mill developers are buying the old building.

Part of what makes the case for all this: we are paying rent for police station & paying Robbinsville for use of their court. Nothing in the Borough's current situation is up to code, and we are constantly paying violations. Susan said even critics are supportive of this newplan. All the details from this meeting are all on the Borough website.

### **New Business**

#### **Empty Bowls 3/24/18-**

Confirmed vendors include: Americana Diner, Mannino's, Fernando's, 12 Farms, Byrne Deli, Tavern on the Lake, Pompier, Morgan's Island Grill. Possibly Legends, Town Diner, Hightstown Diner. Michele will follow up. Leslie is taking care of bread from Panera.

We have a lot of sponsors: 2 dentists, Pharmaceutical Company, Muslim Association, etc. Cafeteria max is 500, we are selling 400 tickets. Ann Marie said we sent 50 hard tickets to Greater Goods, we need to check to see if we sold any that way as well.

Sue expressed some traffic flow concerns with that many people. Spoke with someone who has attended many Peddie events, who suggests we have the buffet down the center to feed from both sides. Also Sue asked if we could please use paper instead of plastic.

Adam asked if we could see if we could use silverware and tablecloths from Peddie.

Ann Marie said we need to figure out where to place the bowls in the cafeteria. She has tons of paper bags that people can use to take their bowls home in.

Adam has the school flyers and is dropping them off at Walter C Black, Grace Norton Rogers & Ethyl McKnight.

Adam asked if it will be BYOB. Peddie says we cannot advertise it that way, and that any bottles cannot stay on their grounds. If it comes in, it must go back out with people that brought it.

Dan will MC the event.

We need to find out if we will have drinks at the event: water, soda, vending machines?

Susan asked if there will be any entertainment. Leslie has a group pf Peddie Musicians performing.

Adam worked on an iMovie to visually see pervious events, in addition to RISE's presentation.

Adam said we need to make sure we figure out what Peddie is doing vs. us so we know who does what. Ann Marie said we need a cafeteria contact person. We will go over and take a look at the space at the end of this meeting.

**Pianos-** Girl Scouts got approval for their piano projects looking at possibility making it intergenerational project and working with Meadow Lakes as a possibility.

Fun Fridays- Happening again this summer. We are going to put a solicitation out into the field for seeing about the possibiltyof anyone interested in running a craft for the community.

Harvest Fair- Sheila Hittensdorf is now running this event. She is very enthusiastic and organized. She would like to have each booth have a participatory element, not just handing out information.

## **Hightstown Cultural Arts Commission Minutes**

**3/21/18  
Peddie School  
7:30 PM**

**Present:** Ann Marie Miller, Susan Bluth, Michelle Jordan (Park & Recreation Liaison), Adam Welch, Mike Fabian, Genevieve Fabian, Heather Lisk, Sue Howard, Andrew Harrison, Dan Trent, Carlos Fernandez, Leslie Koppel

**Absent:**

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### **Empty Bowls 3/24/18-**

Ann Marie asked for people who could pick up the soups the day of the event. Will send out a spreadsheet for people to sign up to ensure that everything is picked up that day.

We are renting some chafing dishes from Restaurant Supply to ensure we have enough. All restaurants have their 5 gallon buckets for soup.

Still need to resolve the table layout. Ann Marie said she still thinks we should consider putting the soup or the bowls down the middle of the room. Doesn't seem like all the bowls will fit upstairs in that top area by the stairs, and we want to avoid the traffic jam that happened last year. After several reassurances, it was decided to keep the bowls in the alcove upstairs above the eating area and try to manage the check in process.

We will finalize the layout day of, but the food is going along the front of the room, on either side. Each side will hopefully have the same things.

Ann Marie made sure we have paper bowls and biodegradable spoons. We will also have brown paper bags to wrap bowls up in as well.

Leslie confirmed she will have volunteers there day of, to help out.

Minutes  
Hightstown Cultural Arts Commission  
April 19, 2017 – Caspersen History House, Peddie School

**Present:** Sue Howard, Barb Harrington, Andrew Harrison, Adam Welch, Heather Lisk, Dan Trent, Michelle Jordan, Susan Bluth, Ann Marie Miller Guest: Kerrie Peterson

The meeting was called to order at 7:35 pm. A slight change to minutes from February were noted, along with minutes from the March meeting. Adam motioned for approval, seconded by Sue Howard and the minutes for both meetings were approved unanimously.

Ann Marie noted with regret that Frank Rivera resigned via email from the Commission and acknowledged Frank for his service—his input, advice and hard work on the successful January pop up exhibit. She said she would reach out to Frank personally to thank him.

**Empty Bowls Recap** – Adam was thanked for his invaluable contribution of beautiful ceramic bowls, and the work of the HHS students was acknowledged along with Scott Belgard’s coordination and supervision of the kitchen at the firehouse (and his delicious soup donation). Ann Marie noted that the Cultural Arts Commission share of the net proceeds was \$5,943.33. The event raised in total a net of \$11,866.65. We will seek to set up a trust fund with the Borough for the proceeds with an account titled according to the Master Plan guidelines.

Sue Howard noted that traffic slowed down getting to the soups and also at the bread/utensils table. It was suggested to set up 2 stations of soup with bread to alleviate traffic. Dan Trent also suggested 2 seatings to allow a separate seating for families and couples that might attract a younger crowd. Adam noted that there is a feeling of excitement from the critical mass attending that might be diluted by extra seatings, but acknowledged this was a good idea.

Ann Marie said that both Peddie School and Meadow Lakes indicated interest in holding next year’s Empty Bowls at the gym/cafeteria or the auditorium at ML. Consensus was that Peddie School would be the better venue (parking lacking at ML) and if we plan on holding Empty Bowls again at the same time of year, that may fall during Peddie’s spring break. Andrew said he could start that conversation with others at Peddie, and that he would follow up with the students who videotaped the event. Kerrie said that the HHS coffee house could offer student performances and those students have already undergone an audition process and have their “act” together, and would be delighted to participate.

Ann Marie said the commission really needs to solicit volunteers since our only volunteers were commissioners and several were not available that day.

**Hightstown Business meeting** – Ann Marie attended the meeting held on April 10 and reported back that there are plans to launch a Community Day around May 9 when parents are visiting Peddie. There is also interest in a “Taste of Hightstown” event featuring local restaurants in September with ways to link to other local businesses (coupons). The Harvest Fair is looking to upgrade craft vendors and she will contact Trish Egan to help with potential craft vendors.

**Summer/Fall activity/project planning** – Michelle and Susan said the “Fun Fridays” project by Parks & Rec was not gaining a lot of interest in town. This was proposed as a new project to replace the farmers market. The prospective dates are June 23, July 21, August 25, and Sept. 8.

**Mariboe Gallery Exhibit** – Andrew previously proposed Dec. as an open exhibit spot at the gallery but has been in discussion with Diana Weymar about a community stitching project for that time slot similar to the one coordinated by the Arts Council of Princeton (Interwoven Stories). Instead, he suggested that an open slot is available late May-August 2018, giving the Commission time to plan an open call or guest curated exhibit.

**Update on Theatre in the Park** – Kerrie said this year’s focus is more on the evening program and permission was granted for use of Association Park. Students in grades 7-12 will participate and many are seasoned veterans who will meet 3 times a week. A new program called “Park Lane Players” will be for students in grades 4-7 and they will meet 2 times a week preparing a pre show performance of about 20-25 minutes before the older students perform. Kerrie said that the alternate rain sites will most likely be at the First Aid Squad and the Firehouse hall.

Kerrie is working with Greg Ciano (sp?) to coordinate a brief play for younger students with puppets and songs about the John Bull locomotive and its relationship to Hightstown’s history. This production would happen in the fall and could transition to the Harvest Fair for special performances.

**Other Business** – Adam noted that the Hightstown Tricentennial is coming up in 4 years and we should consider what role art will play in any celebration planned by the Borough. He also asked if the Public Art Master Plan needs to be approved by the full Borough Council and Susan assured us that since it was approved as part of the Borough’s Master Plan, it didn’t need to be approved further. Susan suggested, though, that the Cultural Arts Commission invite Ryan the redevelopment developer to an upcoming Commission meeting.

Dan Trent asked what the Arts Commission’s plans were for Halloween activities and it was suggested that a committee form to proposed some ideas and plans. Dan agreed to lead that team and will report back at the next Commission meeting.

Heather reminded everyone that the Artist Union at HHS has an exhibit planned for May 11, and Ann Marie noted that the Art Station has an open house this Sunday on April 23.

There being no other old or new business, Adam motioned for adjournment, with Dan seconding and the meeting was adjourned at 8:35.

## Hightstown Cultural Arts Commission Minutes

Peddie School 5/16/18, 7:30 pm

**Present:** Ann Marie Miller, Michelle Jordan, Genevieve Fabian, Sue Howard, Dan Trent. Guests: Cathy Hso & Dennis McCleary

**Absent:** Andrew Harrison, Susan Bluth, Adam Welch, Heather Lisk, Carlos Fernandez

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The meeting was called to order at 7:36 pm. Minutes were reviewed and passed with corrections. Sue Howard noted that her comment on Empty Bowls suggested that paper bowls be offered to patrons when they are selecting their ceramic bowl. Dennis McCleary also noted that the soup kitchen at the First Presbyterian Church is not connected to Better Beginnings.

Michelle motioned for minutes to be passed with corrections, Sue Howard seconding and the minutes were passed.

**Old Business** – Ann Marie noted that the Girl Scouts are well under way with painting the second piano planned for Association Park. They would like to plan a ribbon cutting on June 15. It was noted that this is the first Fun Friday, so there may be a conflict, and Ann Marie will alert the girls. She reported that they have planned a ceremonial plaque that notes the piano is part of a collaboration between the Cultural Arts Commission and Parks & Recreation Commission with a quote about music. Everyone is looking forward to completion.

**New Business** - Ann Marie also noted that Andrew Harrison is leaving Peddie and Hightstown effective June 1. Andrew was thanked for his service and especially for helping connect Peddie School to the Empty Bowls project. Ann Marie asked Andrew to recommend a Peddie School representative to take his place. Sue Howard suggested we also reach out to Catherine Rodrigue who may also have some recommendations.

Sue will be leaving for her summer home around June 21, and will reach out to Karen West to remind her to attend meetings in her place over the summer. Sue also suggested that the Princeton Symphony Orchestra be connected to the Harvest Fair so they can offer the Instrument Petting Zoo, and also to the EWRSD for students to attend PSO concerts at Richardson Auditorium. Sue will forward Suzanne Ray's contact info regarding the booth.

Ann Marie asked if Cathy would be interested in offering an arts activity at the first Fun Friday on June 15 since she will be a conference out of state. Cathy graciously offered to do a paper folding activity where participants can make a paper swan. Michelle offered to help as she did last year for Fun Fridays.

Ann Marie asked Genevieve to find a rising high school senior or junior to take her place on the Commission since graduation is June 19. Genevieve also asked anyone interested to please support the high school art show in the library tomorrow (May 17) from 6-8 pm.



Dan Trent asked if Theatre in the Park might consider the Kelsey Theatre offering an introduction to the performances in July. He will forward Pam Sharples contact info to connect with Kerrie Peterson.

There was a reminder that the Hightstown East Windsor Historical Commission's John Bull play will take place this weekend – May 19.

Sue Howard also noted that the Garden Tour will take place on June 16. This year's theme is "Fairies in the Garden," and gardens in Hightstown, Cranbury, and East Windsor will be featured. Tickets are available at Perennial Homes.

There being no other old or new business, the meeting was adjourned at 8:05 pm.

## **Hightstown Cultural Arts Commission Minutes**

**6/20/18**

**Peddie School**

**7:30 PM**

**Present:** AnnMarie Miller, Adam Welch, Dan Trent, Susan Bluth, Michelle Jordan, Heather Lisk, Carlos

**Absent:** Sue Howard

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### **Old Business**

Pianos- Susan let everyone know that the Girl Scout piano presentation was done. They showed the entire process from start to finish. Parks and Rec took all the credit for the project at the presentation. Ann Marie said moving forward it can be their project then. With access to Meadow Lakes, they can sustain it easily with piano access from residents. It should be joint, but doesn't have to be. A plaque was purchased that says Parks and Rec and Art Commission, and placed on their piano. Both pianos need tuning. Susan indicated that the first piano needs care, and an enclosure. It doesn't even make sense to tune first piano because of the damage.

Empty Bowls- Leslie heard that we were unhappy and would like to resolve things before the next event. We need to make a committee for the event with representatives from any organizations that will get funding from the event. AnnMarie said we need this sooner than later. Adam said Better Beginnings is nervous about the idea of cutting out RISE. Carlos said we should make decisions based on what works best for the commission. AnnMarie would like to just simply extend its reach.

### **New Business**

Theater in the Park- Park approved all the dates. This is their 3<sup>rd</sup> year running. Adam asked if they are doing summer camp again, which they are. Kids all pay to attend plus a grant I provided, but we need to check in on progress. Also Adam said to make sure for PR, that Arts Commission be included on their programs, postcards, etc. Dan said Pam Sharples at Kelsey Theater asked if they could do a 20 minute vignette at Theater in the Park. AnnMarie said she will send contact info for Kerrie to Dan.

Harvest Fair-Ann Marie said according to Kerrie, the School District has a stage, so we are hoping to use theirs for Harvest Fair. Coloring Contest will be run by the libraries for July/August, in conjunction with reading activity. Library will help promote, we will donate prizes. Also planning on some kind of cooperative photo booth in the works to help promote the event.

Fun Fridays- AnnMarie agreed to do July event. Will likely be some type of yarn bombing, as we have a lot of donated yarn.

Public Art Mural- We still have permission from the bank for the mural, but we have other possible options: Back of Stults, next to Liquor Store, etc. However, bank wall is probably our best start. Do we need a mural ordinance? Susan said we would have to present to the borough at

an open council meeting. We would need request proposals. We have researched several muralists. Does something like this warrant a public committee? Susan said since it isn't on Borough property, it isn't necessary. Maybe a selection panel would be better. AnnMarie found an artist who includes a participatory part, which would be great for the community. Bank should be on any selection committee, or part of the decision about the content. AnnMarie said she would need to send specs for pricing and then he could create ideas, would just need to commit. Would also need to find out how long bank would be willing to keep the mural up. Adam reminded everyone that we would need to keep additional funds aside for maintenance after the fact, so it's not on taxpayers to maintain. Motion to pursue getting a proposal for this particular site was made. Unanimously decided.

Fingernail Moon- Filming starts next week. They are requesting money to help film. Adam was concerned that there is no total amount needed. If it is something we are contributing to, he feels that we should know specifics. Currently Commission is just promoting. Maybe we can invite them to the September meeting for a proposal.

New Commissioners- Susan asked if we have a new Peddie rep yet, which we don't. We have a possible HHS student: Maggie Izzo. Also Howard Levine possibly. He is a marketing director for the State Theater and Hightstown resident.

### **July meeting Cancelled**

Meeting adjourned at 8:42 by AnnMarie, Adam seconded motion.

Hightstown Cultural Arts Commission  
Meeting Minutes 8/15/18

Attendance:

Commissioners:

Susan Bluth, Carlos Fernandez, Michelle Jordan, Ann Marie Miller, Dan Trent, Adam Welch

Public:

Karen West (Perennial Home)

Meeting called to order at 735pm.

Meeting Minutes from previous meeting could not be approved, no quorum

Pianos in the Park:

**Ann Marie:** First piano has been removed and disposed of. Thanks to the Borough Public Works for taking and disposing. New piano donated. An artist to paint Gwen Toma and Candace Clough has offered her garage for painting purposes. The issue will be moving the piano. We are looking for helpers. Hoping to have it done for the Harvest Fair.

**Michelle:** Stacey seems to think that Pianos is Parks & Rec program.

**Ann Marie:** Yes, but I spoke to her and she said she wants to continue the partnership with the Cultural Arts Commission.

**Susan:** You might reach back around.

**Michelle:** If it is Stacey's she should handle the whole thing. Reach back out to her and figure it out.

**Adam:** Get it in writing.

**Michelle:** I just want it to be clear.

**Ann Marie:** I am happy to facilitate to a certain point but I need help.

**Dan:** As far as moving it I am happy to use my truck again. I just need a ramp or something longer than what we used last time.

**Susan:** Reach out to Kenny at Public Works

**Carlos:** Is there a permanent place for it after the Harvest fair, will we keep it at our booth.

**Adam:** We left it at the Stults' after the Harvest Fair.

**Ann Marie:** Maybe Public works can help us locate a spot. I don't want to lean on them unless we have to. They have been really helpful.

Theater in the Park:

**Ann Marie:** Kerrie is in Texas so I have not gotten feedback. I am assuming that it went well. I saw it and it was fantastic. Next week the little kids have their performance.

**Susan:** The 24th and 25th. Hopefully it won't rain. Last year it did but we had a back up, the Fire House.

Fun Friday:

**Ann Marie:** Fun Fridays is coming up. We are going to do coloring. We have lots of materials but are keeping it low key. The last one with the weaving went really well.

Harvest Fair:

**Ann Marie:** I am out of town on October 6 the day of the fair. Adam will do a ceramic demo. We need to set up a photobooth as per the committee request. We will create that in our tent to help promote the event at social media.

**Karen West:** Make it nice but keep it simple. Hay bales and Pumpkins so it looks like a harvest fair.

**Dan:** How about committee art. Paint and canvas.

**Carlos:** We have done that before. Give them some structure so they can stay within the lines.

**Dan:** The piano was the community art piece last year. But it was unclear what to do. All we need is plywood or poster board.

**Carlos:** We need folks to take leadership. I will be in town so I can help. Provide a canvas and structure for people to respond to rather than a free for all. Lots of people can stop and contribute.

**Ann Marie:** That could be part of the photo prop. We have are same space. We have some paint left over that can be used.

**Adam:** What about blind contour drawings, it could be of value after it was painted. Faces of Hightstown, blind contour drawings of people they are with. 1 minute blind contours, engages them and someone else and we keep them and display them that day or later on. It might be simpler and something much less massive at the end. Something we can keep and use again.

**Karen:** I thought it would be something related to the fair. That can be an archive and paint over the following year.

Public Art:

**Adam:** Last month I presented to the council for the 1% for the arts. They already adopted our Arts Master Plan with the Town's Master Plan. However, there were recommendations that need an Ordinance be brought before council. I asked that they begin that discussion to bring this up as an ordinance. I mentioned other NJ towns that have already done it. I failed to mention that 1% for the arts is not a inhibiting amount, 1% of \$1Million is only \$10,000. So not a debilitating amount.

I also mentioned that we have a mural project coming up and that we have a potential site. The Wells Fargo wall. We are still not sure if that is the site or not. We need to get confirmation. I pointed out that there is an ordinance against murals. They said they would make a special dispensation for the Commission to paint a mural. We said we have someone in mind that we have selected as per our arts commission procedure that we had already voted on. Mayor asked us to present to council before going forward.

The Council was very supportive. They expressed gratitude for what the commission and all the good work we have done. They said they will commence discussion for the 1% at the following meeting.

**Carlos:** Is there a series of steps that will happen. And what about the Mural?

**Susan:** I do not think that it will be in the upcoming meeting and it will be in the agenda and in the public session.

**Adam:** We will reach out to the artists and get a new quote and 3 renditions from him. We then have a process for the selection committee that is laid out in the Arts Master Plan.

**Carlos:** In the project that we worked with him on he met with the community to develop content.

**Ann Marie:** I will reach back out to Wells Fargo and get permission. We can do that at the Harvest Fair. Let the community know that we are doing and get input about what they would be interested in seeing in the mural.

**Adam:** We should look into a contract with the private entity to secure the longevity of the mural. To secure that our investment is not taken down as soon as we put it up.

**Susan:** A restrictive deed?

**Adam:** Yes something to protect our investment. Not forever but for about 5 years. That seems like enough time. I was hoping to have it up by winter, but have a brainstorming meeting at the Harvest Fair is good.

**Carlos:** By November?

**Adam:** That would be nice.

**Ann Marie:** But if not then it would be in Spring.

Fingernail Moon:

**Ann Marie:** As you probably know this is a 20 minute movie that was filmed in town. It is a coming of age story that takes place in Hightstown. I met with Kieren the filmmaker on Friday and she is looking for support. A \$500 donation would pay for the sound editing. We would get a credit in the film and in invitation to the private screening. I spent some time with her and gave her some ideas for funding. I think we need a motion for discussion.

**Adam:** I am cautious about giving money because we have not seen any budget and a little leery regarding someone who starts a project without having the funds already lined up. I am curious about the professionalism of this project. Not that I am opposed to supporting the project necessarily but that is a lot of money for us. Not that we need anything from it. I know that we are here to support artists, but this seems like it lacks some structure.

**Carlos:** I have a different take. I love the idea of supporting a writer who has a story to tell. This is an important connection. These kinds of projects who are in it for the love of the art, I think are the things we should support. This seems like a small amount of money. The audio is going to be critical. Having someone who has some experience is really important and critical pieces of the project. I am sold on the idea. These alternative filmmaking are put together with small amounts of money.

**Michelle:** It has been a few months, where are they at with it?

**Ann Marie:** It has already been filmed. They are in post-production. This is a stepping stone.

**Carlos:** Yes this is a stepping stone. With the small amount that we provide could make this happen. To have Hightstown promoted.

**Susan:** How do we know that Hightstown is promoted?

**Ann Marie:** Will someone make a motion?

**Adam:** I don't know, I think she needs to present. I think that I agree that supporting artists is what we are here to do, supporting Hightstown artists I am more inclined to do. It is more money than we have used to support any local artists. I am not inclined to do.

**Dan:** If we knew more. Are we then a blip only in the credits? It is definitely exciting even though it is low key. I would like more information.

**Ann Marie:** Let's table it for more information. I will go back to her for more information.

Empty Bowls:

**Ann Marie:** We talked about broadening our committee

**Adam:** Though i don't think we have a rule against forming committees. This came up at the end of Empty Bowls. Rachel Welch has agreed to help the committee. I recommend that one member of the board from each of the groups we are looking to support. They would help in the planning and promote the event. We need to decide tonight who we are supporting and also the split. For the last three years has been in support of Rise but this year it was discussed to split between RISE, Send Hunger Packing and Better Beginnings.

**Michelle:** My question is that means we get less money in the pool.

**Adam:** There are several ways that we could do it but I recommend that we take half and the others split the rest.

**Dan:** I really like the idea of splitting it up amongst the three. It seems very reasonable.

**Adam:** The committee will help split it up and define our expectation. The committee will help delineate responsibility.

**Carlos:** It will help with outreach.

**Adam:** I make a motion to split this year's proceeds 50% to the Arts Commission and support three organizations Send Hunger Packing, RISE and Better Beginnings each with 16.667%.

**Michelle:** I will second. All agree.

**Adam:** Make a motion for adjournment.

Meeting ends at 8:50pm.

## Hightstown Cultural Arts Commission Minutes

Caspersen History House – Peddie School – Sept. 19, 2018

**Present:** Carlos Fernandez, Heather Lisk, Ann Marie Miller, Dan Trent, Cathy Tsao, Adam Welch. Guests: Dennis McClary, Anne Willis

After reading public notice, the meeting was called to order at 7:40 pm. Cathy Tsao was welcome as a new commissioner. Cathy's swearing in will take place at the October meeting when Susan Bluth is present. Carlos Fernandez also needs to be sworn in as a new commissioner.

Anne Willis was welcomed as a guest and introduced herself as a fiber artist who works in shibori, a Japanese resist dyeing technique that produces patterns on cloth. Anne is part of the artist ministry at First Presbyterian Church in Hightstown and involved in creating environmental installations. Each member of the commission took this opportunity to introduce themselves to Anne.

Adam motioned for approval of the August minutes, with Carlos seconding the motion but it was tabled because there was not a quorum at the time.

### **Old & New Business**

**Pianos in the Park** - Ann Marie explained that in conversation with Stacey Judge from Parks & Rec Commission, there are plans to engage Statewide Movers to move 2 pianos—one from Monroe Village, a baby grand, to Joe Cicalese's garage on Broad Street, and another from Millstone to a location TBA. Parks & Rec will be responsible for that move financially. An attempt was made by 7 volunteers to move a third piano donated by Jeff and Holly Belpanno on Stockton Street to Candace Clough's garage at the corner of Etra & Orchard Ave., but failed because the incline on the Belpanno's front steps was too steep. Adam motioned that not more than \$500 be approved to have that piano moved as well. Carlos seconded the motion and the motion was approved (quorum now present). Ann Marie will discuss a potential move with Stacey.

Carlos asked if there were standards in place for procuring and maintaining pianos for the project. Ann Marie explained that donations are examined to assure the pianos are in working condition, and winter storage of only 1 piano to date has been assumed by the Borough Dept. of Public Works. There are no standards in writing. Stacey would like the baby grand piano placed in Memorial Park and is interested in finding a scout who may take on the project of a protective canopy. Carlos volunteered to explore documenting standards and Ann Marie offered to put him in touch with Linda Beard at the South Orange Performing Arts Center, where they have just installed 5 new pianos in their parks.

Ann Marie shared the Girl Scouts documentation of the piano they painted and Adam asked if that can be shared digitally on the Borough web site.

**Fun Fridays**- Ann Marie reported that Fun Fridays are done for this year and thanked Cathy Tsao for her help sitting in on the first one when Ann Marie was away on business, and also at the last Fun Friday. The events were successful with many children participating in 3D origami, weaving, and coloring.

**Theatre in the Park** – Ann Marie reported that by all accounts Theatre in the Park was successful yet again. Adam motioned for \$750 from the County Local Arts Program grant be transferred to the Theatre



in the Park account to help offset expenses. Heather seconded the motion which was passed unanimously.

Harvest Fair – The Arts Commission will have the same spots as last year. Ann Marie noted that the Cultural Arts Commission partnered with the fair and the library to sponsor a coloring contest for children and presented the winning pieces voted upon by the Harvest Fair Committee. The winners will receive a tshirt and a set of colored pencils. Ann Marie will try to arrange for a photo opp with the children who submitted the winning entries.

Adam will host a ceramic making demonstration. The Arts Commission is providing 2 large “Instagram” style photo booth images with props for passersby. The cut-outs will have the Harvest Fair logo and hashtags for the fair and Cultural Arts Commission. Props will be fall images—pumpkins, leaves, etc.

In addition, Ann Marie proposed 2 easels that hold large sized posters—one with images of murals and another inviting passersby to write ideas or draw images of what they would like to see on a Hightstown mural on post-it notes, providing an opportunity for community engagement.

Equipment needed: Adam will bring his potters wheel and folding tables, and 2 painters easels. Ann Marie will supply him with Cultural Arts commission banners, canopy, Instagram cut-outs, props, and posters regarding the mural, as well as postcards with info on the Commission, and copies of the Calling All Artist survey (with QR codes if possible).

Heather will supply an additional folding table.

Time slots for manning the booth:

9-11 am – help with set up, fair begins at 10 am – Cathy, Heather, Sue Howard, Adam

11-2 pm – Carlos

2-4 pm – Sue Howard, Carlos, Dan

Adam will be available at the wheel for the duration

Empty Bowls – Adam reported that he is waiting to hear back from partners. Mercer Street Friends has agreed, but in discussion with David Rowe at EWRSD, he wants to assure that funds are directed to Send Hunger Packing since there are about 250 students evaluated as eligible to receive lunch assistance, but are not currently being helped. He has been unable to set up an in-person meeting with Leslie Koppel of Rise, and is still waiting to hear back from the Better Beginnings Board.

Jim Truslow sent an email from Peddie with notes on how to better manage set up and clean up, and the date is confirmed for March 23. Adam noted that he wants to assure that the message of hunger relief is clear with all partners involved. Ann Marie asked that he lobby for more set up time. A subcommittee is being formed that so far includes Rachel Welch, Beth Morley, Jim Truslow, and Adam. Cathy Tsao and Carlos offered to serve on the subcommittee as well.

Public Art – Adam reported that the Borough Council is very open to the % for Art ordinance and Adam has sent them copies of ordinances from other towns. Ann Marie reported that she met with Denise DeLeon from Wells Fargo Bank who was enthusiastic but asked for a formal letter describing the mural

project that she can refer to district marketing for approval. Adam measured the wall which is 176 x 120"

Fingernail Moon film project – Adam noted that Kieren Van den Blink answered all the questions the Commission members asked about the film project and that he was now supportive of the Commission providing some financial assistance. Carlos motioned that the Commission donate \$500 toward the project. Heather seconded the motion and the motion passed unanimously.

Other Business – Carlos asked if there was a QR code for the artist survey and how were we promoting participation. Ann Marie noted the survey exists on the Commission's facebook page and that she had posted posters at the library bulletin boards, but they only last one month. Carlos asked if a postcard or handout with the QR code could be distributed at the Harvest Fair and Ann Marie said she would try to provide that.

Adam said he would open an Instagram account for the Cultural Arts Commission.

Adam also asked if we could have hard copies made of the Public Art Master Plan. Ann Marie asked him to explore the possibilities so there could be one placed at each of the local libraries. In the meantime, she will share the digital link to the Public Art Master Plan with the new commissioners.

There being no other old or new business, Adam motioned for adjournment, with Ann Marie seconding the motion and the meeting was adjourned around 9:15 pm.

## Hightstown Cultural Arts Commission Minutes

Meeting November 21, 2018, Caspersen History House, Peddie School

Present: Susan Bluth, Sue Howard, Michelle Jordan, Adam Welch, Dan Trent, Cathy Tsao, Ann Marie Miller

The meeting was called to order at 7:34 after reading public meeting notice.

Susan Bluth performed the swearing in of new Commissioner, Cathy Tsao.

October minutes were tabled because they were not ready for review.

New Business: Empty Bowls is scheduled for March 23 at Peddie School. The planning committee will meet soon. HHS through Heather Lisk has promised 100 bowls to supplement Adam's supply. 4 restaurants and Pompier Catering are confirmed to donate food. The committee will include a Better Beginnings Board member, a Rise board member and someone from Send Hunger Packing if possible. Sue suggested we learn if there is more opportunity to use the Peddie kitchen. Sponsorships will be pushed.

Sustainable Jersey Creativity & Innovation Award – the Borough will send out a press release. It is important for us to appropriately thank Keith LePrevost for pulling together the SJ application. Susan Bluth said the award will be displayed in the new municipal building.

Public Art Mural Project – No approval yet from Wells Fargo about the Main Street wall. Perhaps the side wall of Allen & Stults may be available – Main & Stockton corner. If anyone is interested in participating in the walkability survey, please contact Steve Misiura.

Old Business: Princeton Symphony was unable to participate in this year's Harvest Fair, but it would be good to get them the 2019 date to plan ahead. The Borough Council is positive on the work of the Arts Commission and there are plans to further discuss the % for art proposal of the Public Art Master Plan.

Dan Trent suggested the Commission host a holiday sing-a-long so the date of Dec. 21 was decided at 7 pm in Memorial Park and we will get the word out on facebook and through the Borough's web site. The meeting was adjourned at 8:07 pm.

## Hightstown Cultural Arts Commission Minutes

Meeting December 19, 2018, Caspersen History House, Peddie School

Present: Susan Bluth, Michelle Jordan, Adam Welch, Dan Trent, Cathy Tao, Ann Marie Miller, Carlos Fernandez, Sue Howard, Heather Lisk

Susan announced postponement of all swearing in of all Commissioners until January 2019 meeting.

Sustainable Jersey Creativity & Innovation Award has a pending Press Release.

Motion to pass November minutes by Adam, seconded by Heather, unanimously passed.

Adam would like to congratulate Susan Bluth for her victory in the polls. Susan said she will also be staying on the Commission as a Liaison.

Empty Bowls: No updates since last meeting. Hoping to have 3 committee meetings, the first being in January. In the process of creating splits for fundraising. 12 chafing dishes have been purchased for event, as well as biodegradable utensils and napkins, and a set of baskets. Susan agreed to do balloons again. Location will be Peddie again this year, will hopefully include kitchen usage. Will try to see if we can open an account for ticketing. Not using RISE again for accounting, they billed too much. Goal is 400 bowls, with HHS making 100. 50 tickets will be available at Perennial Home. Most sold online last year. Will have background music again this year, looking into possible live entertainment. Will finalize at committee meeting.

Public Art: Ann Marie announced that Wells Fargo declined the use of the wall at regional level, as they are concerned about the precedence being set for other locations. RISE wall on the side of Greater Goods is our next option. Will cost more, as it is much larger space. Need new measurements for this wall. Susan reminded everyone that whoever paints the mural must have commercial insurance which needs to be submitted to the borough. Ann Marie suggests that since RISE is willing to partner with us already, it may be the easiest option for this first mural. Business owners are typically more receptive once it has already been done. Lenny (the potential artist) does a lot of work with community participants, for both planning and painting. Carlos said that on the wall he just did with another group, there were 24 participants, 6 very active for entire project. Motion to move forward by Ann Marie, seconded by Carlos, unanimously agreed. Will reach out and get quote on new wall, plus sketches, since design approval can take time. We will create a mural committee out of commissioners and RISE associate (Carlos). Dan suggests we still look at the liquor store for another project, since it is a more prominent spot, and would help spread the word that we would like to work with the businesses as a commission.

Caroling in the Park: This event may be cancelled because of the weather. Will know better tomorrow and make a decision then.

Pianos: Ann Marie doesn't know what is going on with the pianos presently as no one is responding, but hoping to put piano into Tavern on the Lake. Ms. Diaz at Kreps will also take a piano to paint with her students.

County Grant: Final report due January 15, 2019. Still have \$500.

Summer Camp: Need to check with Kerry about dates. Township would like to plan some events for the summer.

1% Arts ordinance: Looked into examples of other towns that have successfully done this, but it seems that there aren't any. Programs or resolutions only have been done to date, no ordinances. RGB is selling to another developer, so since it needs to be changed anyway, Susan gave orders to be sure to include that we need space for the Arts. New company is accepting plan, with several exceptions and is interested in Lakefront development as well.

Susan announced that 2 councilmembers are stepping down and there will be 2 open spots on town council that need replacements.

Special thanks to Cathy for the delicious food!

The meeting was adjourned at 8:27pm.