

**HISTORIC COMMISSION**  
**MINUTES**  
**June 27, 2018**  
8:07 p.m.

<u>ATTENDANCE:</u>	<u>Present</u>	<u>Absent</u>
<u>Phyllis Angelo</u>	X	
<u>Mary Donohue</u>	X	
<u>Sara Theresa Bartelloni</u>	X	
<u>Mike Ginch</u>	X	
<u>Eric Model</u>	X	
<u>John Cookson</u>	X	
<u>Liaison Dario Chinigo</u>		X
<u>Deborah Powell</u>		X

AUDIENCE: George Carter

**PHYLLIS ANGELO:** Introduced George Carter, who is doing the archiving for two years.

**GEORGE CARTER:** Stated most of what was done recently was work on the collection of the newspaper clippings. Advised there are about 12 volumes and he and Margaret went through them and selected what they believed were articles of some significance. Stated they have been selecting pages in the books with the newspaper articles and scanned them onto the computer and cataloged them. Stated for every clipping found they attempted to select a bunch of key words and they have also been working with photographs, which are cataloged under the photograph data base. Advised there are about 1450 photographs cataloged.

**MIKE GINCH:** Questioned if George regularly backs up the information to an external drive.

**GEORGE CARTER:** Stated they do not have an external drive.

**MIKE GINCH:** Stated they need to get an external drive.

**GEORGE CARTER:** Gave a demonstration of the system and how it is used.

**MARY DONOHUE:** Questioned how many topics there are.

**GEORGE CARTER:** Stated he does not know, but you only have to put in key words to retrieve information that had those key words attributed to the article.

**PHYLLIS ANGELO:** Questioned George if this is the same system he used in other libraries.

**GEORGE CARTER:** Stated nobody had books filled with newspaper clippings they wanted cataloged, so this was created for River Edge.

**PHYLLIS ANGELO:** Questioned if you want to search for historic photographs, would you also use key words.

**GEORGE CARTER:** Stated historic photographs are searched by subject, location or name of subject. He explained how the different pictures and articles are categorized, and how they determined what materials were to be archived.

**PHYLLIS ANGELO:** Stated she has some information from the Cultural Center she can give to George to include.

INAUDIBLE

**ERIC MODEL:** Questioned if there is any outreach that is done by the office in Oradell in terms of publicity or articles to let people know to send in any information they may have.

**GEORGE CARTER:** Advised the library newsletter has a local history column where he puts in anything significant, so people are reminded there is a local history, and it is also on the library website, but he does not know if there is anything other than that.

**ERIC MODEL:** Questioned if there are stories being told about an item that was archived.

**GEORGE CARTER:** Stated he is more interested in doing the cataloging, as he is not at the Library on a regular schedule to do more than that.

**ERIC MODEL:** Questioned whose roll would that be.

**GEORGE CARTER:** Advised the only person that can access the archives in Oradell is himself.

**ERIC MODEL:** Questioned if Margaret would serve that function here.

**PHYLLIS ANGELO:** Advised she already does and people are already asking questions. Indicated it should be put on the Facebook page that this is available.

**MARY DONOHUE:** Indicated you could ask for volunteers.

**ERIC MODEL:** Stated this is a resource.

**PHYLLIS ANGELO:** Stated they are hoping to have an archive room at the library.

**GEORGE CARTER:** Stated the residents of Oradell are aware the archiving is there and if they have any questions, they usually telephone and ask if about a particular time in history and if there is any information on it.

**INAUDIBLE**

**PHYLLIS ANGELO:** Asked George when the copy machine will be available in the County to copy the 1894 minutes the town has.

**GEORGE CARTER:** Advised he will be contacting them after July 4<sup>th</sup>. Further went on to explain how to use the data base and indicated you have to have an idea what you are looking for in his data base.

**PHYLLIS ANGELO:** Questioned what they would need to know if they want to use the computer themselves.

**GEORGE CARTER:** Stated one problem with the access is it does not automatically close and save, which is why you cannot let the public access it.

**MIKE GINCH:** Suggested making a copy of the master and download it onto another machine.

**PHYLLIS ANGELO:** Advised she has not heard from the Mayor and Council regarding the letter they sent requesting a meeting to discuss the designations. Indicated she believes they will meet with the Mayor and Council in September and suggested over the summer pictures can be taken of the items on the list.

**MIKE GINCH:** Stated he would try to do take the photographs over the summer.

**PHYLLIS ANGELO:** Stated Michael will try to get Mr. Carter a flash drive for storage.

**PHYLLIS ANGELO:** Advised she sent a letter to the Mayor and Council about meeting with them on the designation of the 2 historic Houses but have not got a response.

**MARY DONOHUE:** Suggested after the summer to send them a reminder letter and state how important this meeting is.

**PHYLLIS ANGELO:** Suggested to consider applying for a Grant through the CLG to have our photographs and documents put online.

**MIKE GINCH:** Indicated the Commission is not ready for that step yet and stated he will also look for ways to put the material online.

**MARY DONOHUE:** Stated she will work with Phyllis on a Grant when you decide to apply for one.

**PHYLLIS ANGELO:** Advised the vacancy on the Commission, Jim Hoogstrate is interested in filling that position and she will need his resume to send the Mayor a letter requesting his nomination.

**MIKE GINCH:** Stated he will get his resume over the summer.

**PHYLLIS ANGELO:** Advised they have not gotten an answer if the Clarendon Court signs are in the right of way.

**MIKE GINCH:** Indicated he believes they need to be restored with the help of the Commission.

**PHYLLIS ANGELO:** Advised they are historically designated so some funds should come from the Borough.

**PHYLLIS ANGELO:** Advised the Cultural Center will be doing an exhibit with the help of the Commission in 2019 on the 100<sup>th</sup> Anniversary of Roosevelt School.

**SARA THERESA BARTELLONI:** Stated she is glad to see it on the agenda. She will be working with the School Committee to celebrate the 100<sup>th</sup> Anniversary and is providing Phyllis the Gmail account and password, YouTube account, and Instagram account and password.

**PHYLLIS ANGELO:** Thanked Sara.

**PHYLLIS ANGELO:** Questioned John about the response to the Instagram Account.

**JOHN COOKSON:** Advised they have about 35 to 40 people.

**PHYLLIS ANGELO:** Indicated that's great.

**PHYLLIS ANGELO:** Stated this year's budget includes, continuing the Archive Project, workshops, archive supplies and painting the kiosks. Advised there will not be meeting over the summer.

**Next Meeting September 26, 2018.**