



Courthouse Preservation Committee (CPC)

AGENDA

**January 18, 2018
Courthouse Jury Room 114
120 NW 4th Street
5:00 p.m. to 6:00 p.m.**

- I. INTRODUCTION AND VISITOR COMMENTS**
- II. AGENDA REVIEW**
- III. ADMINISTRATION**
 - Approval of November 2017 Minutes
- IV. OLD BUSINESS**
 - Follow-up to action items from November 2017
 - Update on Courthouse History Manuscript & publication Costs - Hon. Robert Gardner/Judy
 - Update on Courthouse Tours - Jill
 - Update on Courthouse Benches - Judy
 - Update on Courthouse doors - Laurie
- V. NEW BUSINESS**
 - Update on potential preservation projects - All
 - Update on Donation Fund Box and Display - Judy
 - Update on webpage - Jill
 - Filing Cabinet - Judy
- VI. NEXT MEETING**
 - February 15, 2018
- VII. ADJOURNMENT**

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Courthouse Preservation Committee (CPC)

MINUTES

BENTON COUNTY COURTHOUSE PRESERVATION COMMITTEE (CPC)

January 18, 2018
5:00 p.m. ~ 6:00 p.m.

Courthouse Jury Room 114
120 NW 4th St.
Corvallis, Oregon

Meeting Called to Order at 5:00 PM

Committee Members Present: Judy Juntunen, Peter Barnhisel, Jill Van Buren, Nancy Hoffman

Staff Members Present: Cathy Williams (Recorder), James Morales

Guest(s) Present: (None)

I. **INTRODUCTIONS AND VISITOR COMMENTS**

There were no guests or visitors.

II. **AGENDA REVIEW**

The agenda was approved as presented.

III. ADMINISTRATION

- Approval of November 2017 Minutes – No quorum so minutes could not be approved.

IV. OLD BUSINESS

- Follow-up to action items from November 2017 – Judy confirmed that all follow-up items were included on the agenda.
- Update on Courthouse History Manuscript & Publication Costs – Judy stated that she is still in the process of contacting the people.

ACTION: Judy to follow up with leads for more information.

- Update on Courthouse Tours– Jill reported that she will be having a Girl Scouts group tour during the elections, and plan to bring another group in during May.
- Update on Courthouse Benches– Laurie Starha was not in attendance so no update was available.

Ms. Starha will attend the February 2018 meeting with more details on the Board of Commissioners attention at one of their work session meetings.

It was requested that Laurie provide the Fund balance for the Committee at the February meeting.

ACTION: Laurie to present her findings at the February 2018 meeting and update the Committee on the Fund balance.

V. NEW BUSINESS

- Update on Potential Preservation Projects – Laurie Starha was not in attendance so an update on Courthouse doors and shingles will be provided by her at the February 2018 meeting.

ACTION: Laurie will put together a cost proposal for the shingles and doors to take to the Commissioners for funding approval. She noted that it would be helpful if the Committee would select a representative to attend the BOC meeting with her (probably in February or March of 2018).

- Update on Donation Fund Box and Display – Judy said this item is on hold.
- Update on Web Page – Jill informed the Committee that this item is not a priority for the IT Department. She suggested that it would help move it up on their priorities after the Board of Commissioners presentation.

Judy agreed to work with Jill on selecting photos to use on the website for Committee review. Laurie offered to present the Board of Commissioners with the information along with Jill, once final selections have been determined by the Committee.

ACTION: Judy will set up an appointment with the Benton County Historical Museum, for she and Jill to review pictures. Laurie will check on Board of Commissioners meeting dates for February and March 2018, for her and Jill to approach the Commissioners with website proposal ideas and request funding approval.

- Filing cabinet –Judy confirmed that final placement is still to be determined.

ACTION: Judy will discuss with her Courthouse contact to obtain information regarding a final place for the cabinet.

VI. NEXT MEETING – February 15, 2018

- **ADJOURNMENT** - The meeting adjourned at 5:30 PM