



## **Courthouse Preservation Committee** (CPC)

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### **AGENDA**

**February 15, 2018  
Courthouse Jury Room 114  
120 NW 4<sup>th</sup> Street  
5:00 p.m. to 6:00 p.m.**

- I. INTRODUCTION AND VISITOR COMMENTS**
- II. AGENDA REVIEW**
- III. ADMINISTRATION**
  - Approval of November 2017 and January 2018 Minutes
- IV. OLD BUSINESS**
  - Follow-up to action items from November 2017 and January 2018
  - Update on Courthouse History Manuscript & publication Costs - Hon. Robert Gardner/Judy
  - Update on Courthouse Tours - Jill
  - Update on Courthouse Benches - Laurie
  - 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
  - Fund Balance - Laurie
- VI. NEXT MEETING**
  - February 15, 2018
- VII. ADJOURNMENT**

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## Courthouse Preservation Committee (CPC)

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### MINUTES

#### BENTON COUNTY COURTHOUSE PRESERVATION COMMITTEE

(CPC)

**February 15, 2018**

5:00 p.m. ~ 6:00 p.m.

#### **Courthouse Jury Room 114**

120 NW 4<sup>th</sup> St.  
Corvallis, Oregon

Meeting Called to Order at 5:06 PM

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

Staff Members Present: Cathy Williams (Recorder), Laurie Starha

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 and January 2018 Minutes – No quorum so minutes could not be approved.

### **IV. OLD BUSINESS**

- Follow-up to action items from November 2017 and January 2018 – Judy confirmed that all follow-up items were included on the agenda.
- Update on Courthouse History Manuscript & Publication Costs – Judy stated that there is no update available.

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

- Update on Courthouse Tours– Jill reported that she will be having a Girl Scouts and Women’s Group from Albany group tours. She also informed the Committee that she will be out of the country March 10<sup>th</sup> thru 20<sup>th</sup>.
- Update on Courthouse Benches– Laurie Starha reported that Park Staff looked at metal and composite benches. The consensus was for metal with rubber coating to help insulate hot and cold temperatures. She is currently waiting for cost estimates.
- Update on Courthouse Doors– Laurie Starha informed the Committee that she is in the process of receiving price quotes for doors.

**ACTION: Laurie to present her findings at the March 2018 meeting.**

### **V. NEW BUSINESS**

- Update on Potential Preservation Projects – Laurie Starha said she is in the process of receiving quotes to purchase replacement shingles. There was brief discussion regarding possibly marking the old shingles as historical for Benton County then selling them.

**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 (hopefully in March of 2018). Laurie to send Cathy the bid information to distribute to the Committee.**

- 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 worked with Jill at the museum to select 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: Laurie will check on Board of Commissioners meeting dates for March 2018, for her and Jill to approach the Commissioners with website proposal ideas and request funding approval. Laurie will send the BOC meeting information regarding the virtual tour to the Committee.**

- Filing cabinet –Judy said that she needs to find someone to help rearrange furniture in the meeting room.

**ACTION: Jill offered to help Judy and contact David Ravent. Laurie to email David's phone number to Jill.**

- Fund Balance – Laurie provided the fund balance as \$167,389.83 for the Courthouse Preservation Trust, as requested at the January 2018 meeting.

## **VI. NEXT MEETING** – February 15, 2018

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