



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

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### **AGENDA**

**March 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, January 2018, and February 2018 Minutes
- IV. OLD BUSINESS**
  - Follow-up to action items from November and January 2018, February 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**
  - April 19, 2018
- VII. ADJOURNMENT**

Please visit us at: <http://www.co.benton.or.us/pw/index.html>



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

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### **MINUTES**

**BENTON COUNTY  
COURTHOUSE PRESERVATION COMMITTEE  
(CPC)**

**March 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 5:04 PM

Committee Members Present: Judy Juntunen, Peter Barnhisel, Robert Gardner, Nancy Hoffman, P. Daniel Read

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

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, January 2018, February 2018 Minutes – Peter Barnhisel made a motion to approve all minutes as presented. Robert Gardner seconded the motion. Unanimous approval of all minutes as they were presented.
- **NEW MEETING TIME** – A new time of 4:45 PM to 5:45PM for future meetings was agreed upon by all Committee members. This change was due to concerns from Security staff regarding the safety of Committee members when they had to let people in after courthouse hours of operation and also no way to ensure that the courthouse perimeter was secure after meeting adjournment.

### IV. OLD BUSINESS

- Follow-up to action items from November 2017, January 2018, and February 2018 – Judy confirmed that all follow-up items were included on the agenda.
- Update on Courthouse History Manuscript & Publication Costs – Judy stated that she still has two people to follow up with as possible resources.

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

- Update on Courthouse Tours– Jill was not in attendance so no update available.
- Update on Courthouse Benches– Laurie Starha reported that she is still waiting for quotes on the benches.
- Update on Courthouse Doors– Laurie Starha informed the Committee that she is in the process of receiving price quotes for doors. Judy informed Laurie of past concerns that Scott McClure expressed previously when a contractor was being considered. Laurie will contact Scott for more details regarding his concerns.

**ACTIONS: Judy to provide Laurie with contact information for person at National Registry.**

**V. NEW BUSINESS**

- Update on Potential Preservation Projects – Laurie Starha said she is in the process of receiving quotes to purchase replacement shingles. It was suggested to stamp the old shingles as historical for Benton County then sell them.

**ACTION: Laurie will be presenting cost proposals for the website, shingles, and front doors to the Board of Commissioners for funding approval at their meeting on April 17th. Jill will attend the meeting with Laurie, as a representative of this Committee.**

- Update on Donation Fund Box and Display – Judy said this item is currently on hold, and that donations can be made online soon.
- Update on Web Page – Judy informed the group that she found 3 pictures from 1888 during her search. This was prior to the Courthouse existing, but it had been approved to be built.

**ACTION: Judy to forward photos to Jill for uploading to website.**

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

**ACTION: Laurie to arrange with Facilities to have them meet Linda, Judy, and David at Courthouse to make placement happen.**

- Fund Balance – Laurie confirmed that the fund balance is \$167,389.83 for the Courthouse Preservation Trust, as reported at the February 2018 meeting.

**VI. NEXT MEETING – May 17, 2018**

- **ADJOURNMENT** - The meeting adjourned at 5:45 PM