



Courthouse Preservation Committee (CPC)

AGENDA

**November 17, 2016
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 October 2016 Minutes
- IV. OLD BUSINESS**
 - Follow-up to action items from October 2016
 - Update on Courthouse History Manuscript & publication Costs - Hon. Robert Gardner/Judy
 - Update on Courthouse Tours - Jill
 - Security - Chris
- V. NEW BUSINESS**
 - Update on potential preservation projects - All
 - Update on Donation Fund Box and Display - Judy
 - Other -Update on webpage - Jill
 - Discussion - December 15th meeting - County staff cannot attend due to their holiday party (cancel or reschedule)
- VI. NEXT MEETING**
 - TBD
- VII. ADJOURNMENT**

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



Courthouse Preservation Committee (CPC)

MINUTES

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

November 17, 2016
5:00 p.m. ~ 6:00 p.m.

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

Meeting Called to Order at 5:05 PM

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

Staff Members Present: Cathy Williams (Recorder)

Guest(s) Present: None

I. INTRODUCTIONS AND VISITOR COMMENTS

No new introductions to the Committee were made.

II. AGENDA REVIEW

No changes to the agenda.

III. ADMINISTRATION

- Approval of October 2016 Minutes – The Committee approved the Meeting Minutes as written.

IV. OLD BUSINESS

- Update on Courthouse History Manuscript & Publication Costs – No new information at this time, as this is a very large project. We need to find someone that would write the document. Nancy Hoffman suggested that Judy check with OSU English and History Department Heads for possible lead.

ACTION: Judy will continue to attempt to contact OSU and other suggested leads on obtaining a writer.

- Update on Courthouse Tours– Jill Van Buren gave a tour to the Eagle Scouts, which was very exciting for all in attendance. She also met with Chris and will meet with him again.

ACTION: Jill will provide update at the January 2017 Meeting.

- Security – Judy informed the committee at the last meeting, Chris Bielenberg reported that all projects were completed and came in under budget.

V. NEW BUSINESS

- Update on Potential Preservation Projects – Scott was not in attendance to provide an update.

ACTION: Scott to bring suggestions to next meeting in January. Chris will determine level of repair needed.

- Update on Donation Fund Box and Display – Judy will contact Mark again and report at January meeting. It was agreed that we need a graphic design also.

ACTION: Judy to meet with Mark at the museum and provide update at January 2017 Meeting.

- **Other – Update on webpage** – Chris was not in attendance so there was no update on his invitation to Josh and IT Department to help with 3 separate functions which include:

- 1) Static pictures, streaming videos, video walk-thru with text
- 2) 360's (camera turns to show all 4 walls of room)
- 3) Possible presentation in December ~ then committee would need to decide how much to spend on the project.

At last month's meeting, Chris stated that the goals of this project are to have a reservation system to conduct virtual tours, reservation system (already using internally to set tours with a link), and a donation component (provide committee information, what goals are to preserve the courthouse).

ACTION: IT to provide recommendations with cost and options information at the January 2017 Meeting.

VI. NEXT MEETING

- January 19, 2017

VII. ADJOURNMENT

- The meeting adjourned at 5:30 PM