
Agenda

**April 18, 2024
4:45 PM**

Committee Members:

Judy Juntunen Jill Van Buren (by phone) Peter Barnhisel Scott McClure

Staff Members:

Paul Wallsinger, Benton County Facilities Manager
Levon Atwood, Benton County Facilities Technician, Courthouse Maintenance
Amelia Miller, Facilities Administrative Specialist (Recorder)

I. Introduction & Visitor Comments

- Introductions
- Visitor Comments

II. Agenda Review

III. Administration

IV. Old Business:

- Finalize suggestions for the bylaw changes – Judy Juntunen
- Finalize wording for proposed Mission Statement
- Discuss book project

V. New Business:

- Discuss meeting with Benton County Board of Commissioners to approve bylaws and mission statement
- Addition of new members to committee

Meeting adjournment

Next Meeting: May 16, 2024

Meeting Minutes

**April 18, 2024
4:45 PM**

Committee Members:

Judy Juntunen Jill Van Buren (by phone) Peter Barnhisel Scott McClure

Staff Members:

Paul Wallsinger, Benton County Facilities Manager

Levon Atwood, Benton County Facilities Technician, Courthouse Maintenance

Amelia Miller, Facilities Administrative Specialist (Recorder)

- I. **Introduction & Visitor Comments:** Meeting commenced at 4:45 PM – Judy handed out the agenda, founding documents and a copy of the committee bylaws which contained proposed edits.
 - **Introductions:** Amelia Miller, the Facilities Administrative Specialist was introduced to the committee.
 - **Visitor Comments:** There were no visitors or comments.
- II. **Agenda Review:** All agenda items were correct.
- III. **Administration:** There were no recent meeting minutes to review.
- IV. **Old Business:**
 - **Finalize suggestions for the bylaw changes – Judy Juntunen:** The committee discussed the changes that needed to be made to the committee bylaws. These changes would then be submitted to the Benton County Board of Commissioners for resolution. Paul mentioned that once the committee approves the changes, they would be sent to the Benton County Counsel and then added to the agenda checklist for a BOC meeting work session. Finally, they would be presented at a formal BOC meeting for approval and ratification. Paul and Judy agreed that it would be wise for both of them to attend these meetings.

One of the proposed changes to the bylaws focused on Article 3, Section 1, which deals with membership requirements. The group discussed whether the current requirement of residing, owning property, or working within Benton County was too restrictive for new applicants. Pete expressed his belief that this clause was outdated and might exclude individuals who have a strong interest in the Courthouse but lack direct ties to the County. Scott mentioned Article 6, which allows for advisors who don't meet the current parameters but can still contribute in an advisory role. Paul suggested that the BOC would likely be open to removing this requirement if the committee decided to propose it to the County Counsel.

The committee also discussed potential amendments to Article 3, Section 2, which

pertains to the terms of office for committee members. Currently, members are not allowed to serve more than two successive terms. Jill proposed removing this clause altogether, while Judy suggested extending the term from two years to either three or four years. Additionally, Judy proposed that expired members be allowed to continue in an advisory capacity to make room for new members. Paul suggested requesting reinstatement and a fresh start for all current committee members, so their terms would begin anew. These proposed changes would provide more flexibility and opportunities for committee members.

The group had a conversation about Article 7, Section 1, which stated that the regular monthly meeting should take place once a month, on the same day of the week, and in the same week of each month. After discussing this, the group reached a consensus that meeting on the same week each month is preferable, but it is not mandatory for the meeting to be on the exact same day every month. They also agreed that 4:45 PM is the appropriate meeting time since it falls after the normal operations of the Courthouse and ensures that the meetings conclude before after-hours criminal justice operations begin.

The group approved the changes.

- **Finalize wording for proposed Misson Statement:** Judy provided the new proposed mission statement for the committee and read it aloud. The committee approved the mission statement to be ratified.
- **Discuss book project:** Judy mentioned the ongoing book project that has been on the committee's docket for several years. The group discussed the possibility of renewed interest in producing it, with the potential introduction of new members. Judy said it was her opinion that the book would best function as a series of personal histories and stories from local figures, related to the Courthouse and Benton County. The group discussed the benefits of this over a general history of Benton County from its inception. Paul suggested that a natural end to the book could be the end of normal operations at the Courthouse, which will cease when the construction of the new Benton County Courthouse complex is completed in northern Corvallis. The group agreed to continue discussing the topic in subsequent meetings.

V. New Business:

- **Discuss meeting with Benton County Board of Commissioners to approve bylaws and mission statement:** Judy said one of the committee's priorities when proposing new bylaws and mission statement to County Counsel and the BOC should be to emphasize the work that the committee has done over the years. Included with this are creating and maintaining inventories of historical furniture and items within the Courthouse. Paul and Judy also discussed the possibility of designating the Centennial Room a historical room and excluding it from normal Courthouse operations, to preserve its state.
- **Addition of new members to committee:** Judy informed the group that there have been several new applicants to the committee recently. The applicants cannot be interviewed nor approved until the bylaws have been approved and ratified. Once the bylaws are finalized, she is hopeful that the committee will gather new members soon. Paul and Judy agreed that they will inquire about sitting in on the interview committee.

Meeting adjourned at: 5:32 PM

Next Meeting: May 16, 2024