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## Agenda

**October 17, 2024  
4:45 PM**

### **Committee Members:**

Judy Juntunen      Jill Van Buren      Peter Barnhisel      Scott McClure  
Adrienne Fritze      Carol Chin      Cornelia Levy-Bencheton      David Dobson      Roz Keeney

### **Staff Members:**

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

- I. **Introduction & Visitor Comments**
- II. **Agenda Review**
- III. **Administration:**
  - **Election of a New Committee Chair**
  - **Approval of Previous Meeting Minutes**
- IV. **Old Business**
- V. **New Business: Discuss Meeting Dates and Times**
- VI. **Other Business & Questions**

Meeting Adjournment

Next Meeting Scheduled For: November, 2024

## Minutes

**October 17, 2024  
4:45 PM**

### **Committee Members:**

Judy Juntunen      Jill Van Buren  
Adrienne Fritze      Carol Chin      Cornelia Levy-Bencheton      David Dodson      Roz Keeney

### **Staff Members:**

Levon Atwood, Benton County Facilities Technician, Courthouse Maintenance  
Amelia Butler, Facilities Administrative Specialist (Recorder)

### **Absent:**

Peter Barnhisel      Scott McClure      Paul Wallsinger

- I. **Introduction & Visitor Comments:** Meeting commenced at 4:50 PM. There were no new introductions required nor any visitors present.
- II. **Agenda Review:** David mentioned that there was an error on his last name on the previous minutes and current agenda. Amelia will make a note to rectify the error on further items. Otherwise, the minutes were deemed correct.
- III. **Administration:**
  - **Election of a New Committee Chair and Goals of the Committee:** Judy started the meeting by talking about her long time as committee chair, mentioning that she's hoping the group will elect a new chair soon so she can retire from the role. She shared that she believes the committee will play an important part in the future of the courthouse, and she's hoping someone who shares her passion for its preservation will take over. She also asked for input from the committee. Adrienne asked when Judy's term would end, and Judy explained that it's an indefinite term until a new chair is chosen. She clarified that she'd been allowed to stay on by the Board of Commissioners to help with the transition of leadership. Judy also emphasized the importance of preserving the building's history.
    - **Continued:** David asked about the committee's main goal, and Judy explained that its purpose is to oversee the historical preservation of the courthouse and its contents. She mentioned that the biggest challenge right now is that the Board of Commissioners (BOC) must decide what to do with the building, and the committee is there to offer advice on its future use. The group then briefly discussed the new courthouse and mentioned they'd like to see the Historical Advisory Committee's recommendation report to the BOC about how to use the courthouse. Amelia said she'd email the NAPE director to get a copy.
    - They also talked about whether there is a BOC member who acts as a liaison to

the committee, like Commissioner Wyse did for the Historic Review Commission and agreed if there is not one, they would make a point to inquire about having one appointed. Judy reminded the group that when the committee was reinstated earlier this year, one of the main goals was to update the bylaws, create a mission statement, and appoint new members—all of which was done by June 2024. She hopes the committee will consider whether anyone is interested in stepping up as president, and said her biggest wish is for the group to lead a project to publish a history of the courthouse and its architecture. She referenced some photos taken of the courthouse to help document it. Roz added that the National Register of Historic Places (NHR) listing for the building has some info but is missing photos. The group also talked about an inventory of the courthouse furniture, with Judy mentioning that the items are either in the courthouse or the historical museum and should all be accounted for. They agreed it might be a good idea to redo the inventory to make sure everything is properly tracked.

- Carol expressed interest in a landscape inventory, suggesting they bring in someone with expertise in landscape architecture to document the layout of the grounds. Amelia pointed out that the NAPE department takes care of the courthouse grounds, as they're considered part of a county park, and they might already have landscaping records. The group discussed the courthouse as a key landmark in Benton County and agreed it's important to maintain it well. They decided their first step is to review the recommendation report and discuss it at the next meeting, before reaching out to the BOC about getting a liaison from the board. Amelia will make sure the report is ready before then.
- Judy mentioned that her main role as chair is to help organize the agendas and lead the meetings. Adrienne asked if she was restricted from doing anything, and Judy said she wasn't sure but thought it would be good to review the bylaws to clarify that, and to check if there's a co-chair. Carol said she thought she could take on that role. Amelia will send out the mission statement, founding document, and bylaws to everyone. Judy also mentioned that the mission statement might need an update soon.
- Adrienne asked when Judy plans to step down, and Judy said she hopes to do so after the reuse report is presented and a plan is in place, ideally by the new year. She also mentioned that Bill, the speaker from the last meeting, had given her his notes from his presentation, and she could share them with the group. The committee discussed Bill's contributions to the county and agreed that his work has been valuable. Adrienne said her top priority is to help write the history of the courthouse, and Judy explained that there are many oral histories from key figures, and the goal is to compile them into a cohesive narrative. Adrienne mentioned she's finishing her first book and might be interested in helping with the writing. Judy shared that Judge Gardner had initially started the written history, but after he retired, the project fell behind due to the amount of work it required and gaps in the existing information. The group agreed that collecting and sharing stories is key to preserving the courthouse's history.
- They also briefly discussed some popular ghost stories tied to the courthouse, and suggested it might be a good idea for the committee to take a tour of the building.

- **Approval of Previous Meeting Minutes:** Adrienne moved to approve the minutes, seconded by David and the minutes were approved.

#### IV. Old Business:

- **New Meeting Occurrence:** The committee reconvened on the topic of moving the meeting date to the 2<sup>nd</sup> Thursday of each month rather than the 3<sup>rd</sup>. This was discussed at the previous meeting but could not follow through for this current meeting, which remained on the 3<sup>rd</sup> Thursday of this month. The group agreed to move the day of the meeting for the following month. The location, time and day of the week for the meeting will remain the same.

#### V. New Business:

- **National Park Service's Save America's Treasures Grant Program:** Prior to the meeting, Adrienne shared an email from the National Park Service about a grant program they are funding to provide preservation-related funds to historic locations around the United States. She and the committee concurred that there was not enough time to apply for the grant for the historic courthouse preservation for this year's round of grants, but that it was something they could be aware of for next year. They agreed that the grant could be an immense boost to the preservation of the courthouse and potentially assist with the required seismic upgrades, should they be required for a new use of the building.

VI. **Other Business & Questions:** There was no further business or any other questions.

Meeting Adjournment: 6:03PM

Next Meeting Scheduled For: November 14, 2024