WASHINGTON COUNTY HISTORIC COURTHOUSE

2005 ANNUAL REPORT



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Washington County Historic Courthouse

The Washington County Board of Commissioners adopted the following Mission Statement on December 15, 1987. The Historic Courthouse Advisory Committee has periodically reviewed the Mission Statement. Their recommendation to the County Board has been to continue focusing on the County's heritage, goals and activities as stated below to determine policies and direction for the Historic Courthouse.

Mission Statement

The purpose of the operation of the Washington County Historic Courthouse is to preserve, re-adapt, restore and interpret this historic landmark for current and future generations, especially those from Washington County. This mission is to be accomplished by:

- continuing the preservation, restoration and improvement of the structure and grounds and its building-related artifact collection;
- securing revenue generating activities to offset the operating expenses of the building, working towards the goal of financial self-sufficiency;
- providing public use through casual and guided tours, exhibits and programs designed especially to foster knowledge and appreciation of the County's heritage; and
- coordinating history-related activities and/or programs with interested county history groups.

Vision Statement

The Advisory Committee developed a Vision in 2002 to help set direction for the future.

The Washington County Historic Courthouse serves as the hallmark of Washington County government and a landmark for the birthplace of the State of Minnesota. It provides a place for all county residents and visitors to maintain a connection to their past, and to enrich their lives by experiencing the area's history in a tangible and enduring way. The Historic Courthouse, supported through public and private funds, fees, and volunteer services, is a showcase for adaptive reuse of an historic building that provides access for the general public and serves as a unique venue for community, cultural and private events.

Staff

Coordinator	Carolyn Phelps	(full time))

Office Specialist Donna Siemers (full time)

Office Support II Anna Markgraf (.7 FTE)

Utility Worker I Jill Crowson (.8 FTE)

Utility Worker I Paul Mikkelsen (.4 FTE)

Facilities Technician Dave Beaver/Rick Peiffer (.1 FTE)

The Historic Courthouse is part of the Transportation and Physical Development Department/Parks Division

Donald J. Theisen—Director, Transportation and Physical Development James D. Luger—Deputy Director, TPD/Parks Director Michael A. Polehna—Parks Manager

Historic Courthouse Advisory Committee

Vacant Alice Smith Duane Ellertson Gloria Knobl	Gloria Knoblauch
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Mahtomedi Oakdale Lake Elmo District 1 District 2 District 2

Gayle Hudak John DeCurtins Alice Robinson Donna Reynolds
Stillwater St. Paul Park St. Paul Park
District 3 District 4 District 4

Jean Brown (Chair) Sara Jane Minehart (vice chair) Phyllis Gene Jones

Woodbury St. Paul Park

District 5 Washington Cty Historical Society

Kenneth Maas Gary Kriesel Birchwood Stillwater

District 1

Member-at-Large County Board of Commissioners Representative

2005 Building Use Statistics

Office Rental/Use

Historic Courthouse Staff— Main floor office, meeting room, Register of Deeds room and vault exhibit area

ArtReach Alliance—One main floor office

Valley Tours—One main floor office

Youth Service Bureau—Sheriff's Residence and one main floor meeting room

Per Day Rental/Use

Courtroom Total......113

Private 78 Non-Profit 19 County 16

Register of Deeds Room Total......60

Rented 5 Used 55

Total Number of Guests at Private Rental Events......13,971

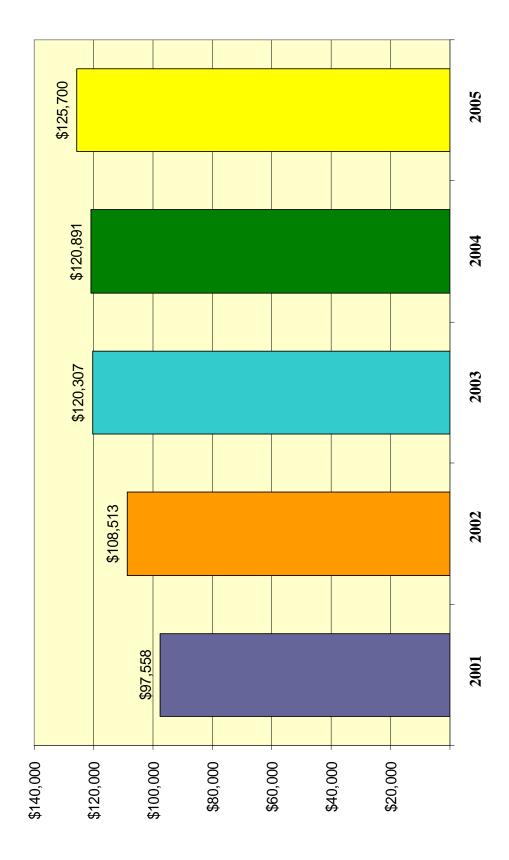
Rental Inquiries 992 History Inquiries 39 Guided Tours 21

- 11 exhibit/jail tours during weddings
- 2 school tours
- 8 group tours

Total number of tour participants 1,817

Exhibit Visitors......3,211

2005 Earned Income



2005 Earned Income Revenue—Operating Budget

Numbers rounded to the nearest dollar

Source	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Total
Office Rental	\$8,853	\$8,853	\$8,853	\$8,853	\$35,412
Per Day Rental	\$17,887	\$23,808	\$29,526	\$11,396	\$82,617
Misc. Sales/ Donation s	\$3,070	\$3,907	\$611	\$83	\$7,671
				Total	\$125,700

Value to Courthouse of Donated Services/Goods

Volunteer Hours—3279 @ \$6.50/hr. \$21,314 includes Courthouse Volunteers, Sentence to Service, Garden Club, and other groups

Goods and Services donated for events \$ 10,933

Grand Total of donated goods and services \$ 32,247

Grants Received for Restoration/Repairs

F.C. and K.B. Andersen Foundation	\$53,000
Margaret Rivers Fund	\$25,000
MN Historical Society (pending)	\$25,000
Hugh J. Andersen Foundation	\$10,000
MN Dept of Commerce	\$ 9,200
Bayport Foundation	\$ 5,000
St. Croix Foundation	\$ 3,000
Hubbard Foundation	\$ 1,000

\$131,200

Reduced Fee for Non-Profit Organizations Using Courtroom

Valley Chamber Chorale Concerts (10 days)

Mahtomedi High School Choir Concert

Alternative Learning Program Graduation

ArtReach Alliance Annual Meeting

Art Reach Alliance House Tour

Breast Cancer Fundraising Event

Court Administration Retirement Party for Judge Muehlberg

Free Use for County Departments

Community Services Motivational Workshop
Transportation and Physical Development Annual Training
Board of Commissioners Annual Volunteer Recognition
Parks Division Seasonal Employee Training
Pubic Health and the Environment Meeting
Community Services Developmental Disabilities Training

Historic Courthouse Courtroom Use

Stillwater Bridal Affair
Victorian Christmas at the Courthouse (3 days)
Volunteer Recognition Events (2)
Volunteer Costume and Hat making workshop
History Network meeting

2005 Operating Expenses (110039) (Numbers rounded to the nearest dollar)

Utilities	\$ 36,616
Direct Payments for Services/Materials (Fire/Security maintenance, elevator maintenance, pest control, window cleaning, etc.)	\$ 22,443
Wages, Benefits, Per Diem, Lodging, Mileage	\$ 170,725
Maintenance/Repairs	\$ 105,748
Consultants, Advertising, Dues/Memberships, Washington County Historical Society Grant (includes final payment for 2002)	\$ 23,458
Supplies/Minor Equipment	\$ 15,875
Capital Expenditures	\$ 818
TOTAL	\$ 375,683

Restoration Fund (412001)

(rounded to the nearest dollar)

Beginning Balance	\$46,800
Revenue "Stillwater Bridal Affair"	\$6,910
"Kickoff to Lumberjack Days/ Amateur Talent Show"	\$410
"Victorian Christmas at the Historic Courthouse"	\$16,026
Cookbook Sales	\$2,504
Donations	\$375
Tours	\$600
Misc. Sales	\$194
Quilt Frame Rentals	\$300
Grant Income F.C. and K.B. Andersen Foundation Margaret Rivers Fund Hugh J. Andersen Foundation MN Dept of Commerce Bayport Foundation St. Croix Foundation Hubbard Foundation	\$53,000 \$25,000 \$10,000 \$9,200 \$5,000 \$3,000 \$1,000
Total Revenue	\$133,519
Transfer In from Capital Repair Fund	\$43,900
Expenditures (chimney and window projects)	\$41,373
Ending Balance	\$182,846

Community Outreach

- Presentation on Courthouse history to Washington County Sentence to Service Crews
- History Network Meetings
- Volunteer Directors Meetings
- Memorial Day Celebration
- "Kick-off to Lumberjack Days and Amateur Talent Show," including Talent Show winners performing downtown during the Lumberjack Days event
- Three exhibits in Vault Area
- Site for Veteran's Day Celebration
- Washington County Fair
- Staff worked on District 834 Elementary School History Curriculum
- Two exhibits at Government Center
- Coordinator attended the MN Historical Society Annual Preservation Conference
- Grant Reviews for Metropolitan Regional Arts Council
- Worked with Summer Stretch Program to provide work for participants
- Volunteer Recognition Holiday Party
- Volunteer Recognition Spring Event
- Provided space for Courthouse Quilters on a monthly basis
- Planning Committee for 2007 National Preservation Conference
- "Jazz on the Courthouse Steps" in partnership with ArtReach Alliance (4 concerts)
- Tours provided free of charge for county schools, scout, elderly and special populations
- Provided space at the ""Kickoff to Lumberjack Days" event for the Washington County Historical Society to sell Lumberjack Days buttons
- "Stillwater Bridal Affair"
- "Victorian Christmas at the Historic Courthouse" and Preview Event
- Provided outdoor space for St. Paul Lutheran Summer School for games
- Provided meeting space for ArtReach Alliance
- Planted three memorial trees
- Provided meeting room space for Youth Service Bureau
- Provided building docents during the Stillwater House Tour
- Conducted new volunteer orientation
- Staff attended the Washington County Historical Society Membership Banquet
- Staff provided a costume and hat making seminar for volunteers
- Provided interview and information for St. Croix Valley Press article on the Toy Exhibit.
- Provided exhibit space for the Afton Historical Society
- Provided opportunity for Stillwater Area High School student to film a class project in the jail
- Provided information to a student on preparing a wedding budget
- Provided photographs for a new Twin Cities wedding publication
- Compiled history packets for students in Cold Springs, MN and at Mankato State University
- Assisted City of Stillwater with application for Preserve America program
- Coordinator on committee to select new Washington County Historical Society Board Members

Courthouse Happenings



Spring Volunteer Gathering—Jan George of the Red Cross entertained our volunteers with stories on volunteerism



St Croix River Bridge stakeholders meeting



The Metropolitan Boys Choir came for a visit; then entertained us with some musical selections



The courtroom was filled for Don Wisniewski's retirement from Washington County. Don was the director of our department.



Best Buy rented the courthouse for a video shoot.



Our volunteers gathered for a holiday party in the Courtroom

Courthouse Happenings, continued



Valley Chamber Chorale at their Winter Concert



Staff member Donna Siemers with Lily Lake teacher Mr. Picotte and some students as they tour the courthouse and grounds

This doll was made in 1947 by Mrs. Granquist, the Sheriff's wife. The doll was donated to our archives.





County Board of Commissioners Volunteer Recognition Event



Three memorial trees were planted in 2005. Edward Simonet II (left) planted a tree in memory of his son, Joseph. as Parks Manager Mike Polehna helped out.

Trees were also planted for Richard F. Colemier and Paul and Mary Wolff

Kickoff to Lumberjack Days Event July 20, 2005



Parks Maintenance Workers setting up for "Kickoff to Lumberjack Days"



Penny candy sales are very popular



Carlos and Nancy Taylor volunteered to sell tickets



Girl Scout Troop 49 raised money for their troop through face painting



Clowns add color and humor to the event



Children always enjoy meeting with the Washington County Sheriff's Office deputies.

Kickoff to Lumberjack Days Event July 20, 2005



Children won prizes at the bean bag toss operated by the St. Croix Valley Juniors Volleyball Club



Root beer floats and ice cream hit the spot on a hot summer day



Jester Chris Peterson mingles with the guests



The Fantasy Corral Petting Zoo entertains young and old alike.



The grounds were packed for the Amateur Talent Show



Stillwater Elks Lodge 179 sold hot dogs and polish sausage to our hungry visitors.

Kickoff to Lumberjack Days Event July 20, 2005 Second Annual Talent Show



Community members volunteer their time to judge the tryouts and Talent Show (1 to r) Jim Hall, Pat Rygg, Cynthia Tibbe-Luell and Debi Orff



Winners in the children's category (1 to r)
McKenna Noer, 3rd place; Danielle,
Kimberly and Katie Stakes, 2nd place; and
Megan Brandt, 1st place



Pre-Teen winners (1 to r)
Tyler Evans, 3rd place,; Ashlee Fuss, 2nd place; Mara Martinson and Madelaine
Sullivan, 1st place



Teen Winners (1 to r) Ryan Vold, 3rd place; Sharisse Germain, 2nd place; Tashina Martinson and Brady Langer, 1st place



Open/Adult Chloe Pappas



Band winners—Tie (l to r)

Pepperjack Weasel (Brian McShea, Whit Blackall, Ben Knurr, Stoddy Blackall and Dan Cox) Schlep Rock (Andrew Rohlf, Donovan Goulette, Charlie Parent)

Exhibits—Vault Exhibit Area

Afton Remembered

This exhibit featured the history of the Afton, Minnesota





Sled, skates and a wooden seat with a runner for sliding.



The names of Afton families are embroidered on a memorial quilt.



Local businesses from the past were featured in the exhibit

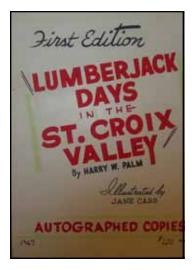


Carol Brotzler (kneeling) and Judy Osborn of the Afton Historical Society install the exhibit on Afton.



Afton's Strawberry Festival is one of the nation's longest running community events.

Exhibits—continued "Looking Back—Stillwater's Lumberjack Days Celebration"



Many items have been produced to commemorate Lumberjack Days



Framed photos and artifacts from over the years were featured



Stillwater residents Bob and Diane Thompson resurrected the Lumberjack Days celebration



Our friendly lumberjack who lives in our jail moved to the exhibit



The "Miss Stillwater" pageant was once a featured part of Lumberjack Days



Local residents Harold Fischer and Robert Teske were world champion log rollers.

Exhibits—continued

Fun in the 50s



The exhibit featured a timeline on the development of various toys



Contributors brought many dolls to the courthouse for exhibit







Sporting equipment was featured



Many visitors remembered these toys from their childhood or buying these toys for their own children

Fund Raising Activities

"Stillwater Bridal Affair" February 27, 2005



Volunteers put chair covers on for the style show. Chairs covers donated by Midway Party Rental



Volunteers made corsages for the potential brides using flowers donated by Rose Floral



Violets on the Boulevard staff prepare their booth



Staff from Raffine ready their bridal fashions for display



Volunteers Dorothy and Lyle Doerr chat with photographer Howard Berg at the admissions desk



Sorelli Strings donated time to play music for the event

Fundraising Activities

"Stillwater Bridal Affair, continued



Val Minnichsoffer of Shears to You styles Cindy Koosmann's hair for the style show.



(l to r) Volunteer Cynthia Tibbe-Luell cues models Cindy Koosmann and Joan Newman for their style show entry.



Guests visit with vendors at their booths



Bridal gowns for the Style Show hang in the dressing room



Hamline University's Delta Tau Sorority volunteer each year as models for the Style Show. Here they have some lunch before the Style Show begins.



The Style Show is the highlight of the Stillwater Bridal Affair

Fund Raising Activities

"Victorian Christmas at the Historic Courthouse" November 19-21



Our volunteers work hard to decorate the building and grounds for the holidays



Light from the window illuminates Muni Cuelman's stained glass items



Jo Youngquist arranges gingerbread in her booth. This is one of our most popular vendors!



Jeweler Cathy Mackiewicz displays her hand-beaded jewelry for our visitors.



Volunteers prepare food trays for the Preview Event.



Volunteer servers replenish their supply of champagne and cider before circulating through the crowds.

Fund Raising Activities

"Victorian Christmas at the Historic Courthouse", November 19-21, 2005



Volunteer Rufus Brown (l) chats with Gordon and Sara Jane Minehart at the Admissions Desk



Guests peruse booths in the North Lobby



Anne Hoffman of WithanE Designs offers stained and fused glass items



Valle de Croix was one group who volunteered their time to provide musical entertainment during the event



The Tea Room is a popular stop for our guests.



Visitors sample treats at the River Chocolate booth

Volunteers



Richard Colemier helps check in vendors at the Stillwater Bridal Affair



Volunteer hair stylists and make-up artists donate their time to prepare our volunteer models for the Style Show



Barb Ramberg always delights us with her beautiful vintage clothing



Cynthia Tibbe-Luell (l) and Kara Wittmer (r) coordinated the Style Show



Bette Berube (l) and Barb Holland (r) at the admissions desk



Marge Knowlton (l) and Rita Youngren (r) volunteer to pin corsages on brides

Volunteers, continued



Our volunteers listen to the speaker at the Spring Volunteer party.



Staff conducted a hat and costume workshop for our volunteers



The courthouse quilters made a table runner for the marquetry table in the meeting room



(l to r) Mary Nelson, Audrey Kittel, Eleanore Crump and Chuck Prust visit at the volunteer holiday party



We depend on Ron Nelson for many of our woodworking repairs.



New volunteers (I to r) June Alich, Sharon Speich, Joy Stoltzmann, Regina Zwirn, Sheryl Hanuman, Julie Schmolke, Mary Lou Brown, Rita Faschingbauer, Lindasue Lambrecht, Jean Koecher, and staff member Donna Siemers.

Volunteers, continued



Donna Siemers (l) talks to Elaine Buddington and Chuck Prust about checking in vendors at Victorian Christmas at the Courthouse



Nadine Pung and Marlene Lentz in the Tea Room



(l to r) Mary Soderholm, Stan Miller, Carolyn Miner, Marlene Lentz and Dan Southwick serve ice cream at "Kickoff to Lumberjack Days"



Shari Miller checks in Talent Show participants at "Kickoff to Lumberjack Days"



Joy Stoltzman (1) and Regina Zwirn at the volunteer holiday party



JoAnn Jensen, Barb Ramberg and Carol Hendrickson volunteered during Victorian Christmas at the Historic Courthouse

Restoration, Maintenance and Repairs



With little snow cover, one of our drains froze. Terry Hayner from the N. Shop worked all day to steam open the drain.



The dance floor and north lobby stairs and mezzanine were refinished



Mulch was added to the gardens and around trees



George Siegfried Construction rebuilt the handicapped ramp wall



A light post was reinstalled after repairs

Restoration, Maintenance and Repairs, continued



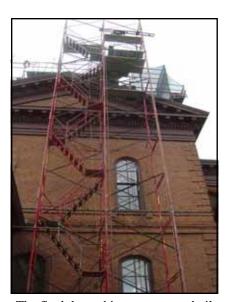
Three new benches and pavers were installed on the west side of the courthouse



Jill Crowson and Mike Peyer installed soaker hoses in the gardens to help with watering



Parkos Construction installed new windows in jail



The final three chimneys were rebuilt during the summer



The Parks Division, with help from Facilities and Sentence to Service, do the snow removal at the Courthouse

Rental Client Satisfaction Survey

After each rental event, staff sends a questionnaire to our rental client to determine what, if any, issues or concerns we should address at the Courthouse. About one-half of our clients return the survey.

Results of 2005 Rental Client Survey					
	Excellent	Good	Fair	Poor	
Appearance of Building and Grounds	48	3			
Efficiency /Helpfulness of Staff	45	6			
Professionalism of Security Officer	39	3		1	
Condition of Amenities	43	6	1*		
Catering Policy	35	6			
Alcohol Policy	34	6			
Historic Site Atmosphere	51				
Overall quality of your experience	49	1			
Would you recommend to Courthouse to others?	Yes =	52	No	o = 0	

Totals for categories are different as not all clients answered all questions.

^{*} microphone quit working during rehearsal dinner

Marketing

The rental venue for weddings and other celebrations is advertised in the major Twin Cities' area wedding publications. Our events are advertised in county and metro area newspapers through paid ads or a press release. In addition, we use fliers, signage, newsletters, banners, a local bank marquee and posters in area businesses to advertise our events.

Banners in downtown Stillwater advertising our fundraising events
Chamber of Commerce Publications
Hometown Productions Relocation Maps
Midwest Art Fairs
Minnesota Bride Magazine
Minnesota Meetings and Events
Norwest Bank marquee to advertise events

Press Publications

Press Releases to all east metro newspaper about events, exhibits, etc.

Rivertown Newspaper Group Stillwater Area Visitor Guide Stillwater City Map Stillwater Gazette Sun Newspapers

The Perfect Wedding Guide Book and Website
The Rainbow Wedding Network
Twin City Bridal Association
Washington County Fair
Washington County Website
The Wedding Guide
Web link to the Wedding Guide
Four issues of the Historic Courthouse Newsletter

Contributors

We would like to thank those who made contributions of money, goods or services for our events, restoration and repairs.

Acapulco Restaurant Herberger's Pepsi-Cola Co.

Action Rental Jennifer's Flowers Phil's Tara Hideaway
Howard Albertson Kane's Catering Mike and Joni Polehna

Marcia Almquist Lake Elmo Inn Yoriko M. Price Applebee's Lisa Johnson Randy Raduenz

F.C.& K.B. Andersen Joseph's Restaurant Raffine

Foundation Ken Kjarun Sally Rasmussen
Baker's Square Roxanne Kjarun Frank Rheinberger
Barb's Bridal/Formalwear Kowalski's JoAnn Rivard

Victoria Barkley Lumberjack Days Festival River Chocolate Company

Patti Berg Association River Valley Catering

Marley Bosshardt Cathy Mackiewicz Rose Floral
Brine's Market Mama Maria's Rosebud Bakery
Rebecca Brvzek Margaret Rivers Fund Schubert Catering
Lance Campbell Marshall Fields Kendra Schwable
Meg Campbell Massachusetts Veteran's Sandra Sheppard

Meg Campbell Massachusetts Veteran's Sandra Sheppard
Dixie Cornell Group Jamie Smisek

Culver Frozen Custard Barbara McGuire St. Croix Boat and Packet

Dairy Queen Midway Party Rental Shears to You
Deco Catering Minneapolis Hilton Hotel Sorelli Strings
Noma Detweiler Minnesota Zephyr Stillwater Music
Edina Realty Linda Mix Tasteful Thymes

Espresso Quartet Pamela Morton Trembley's Sweet Shop

Edy's Ice Cream Margaret Murphy Barbara Troje

ExSalonce Dyann Myers Valley Access Channel
Fabulous Fibers Diane Narusiewicz Violets on the Boulevard

First Choice Entertainment Mimi Nelson Alexis Wolff

Fresh Field's Bakery Ron Nelson Withrow Ballroom
The Grand Affair Nelson's Dairy Store Mary Jo Youngquist

Handlaget by Nelson Northern Vineyards
Sheryl Hanuman Papa Murphy's Pizza

In Memoriam

Richard F. Colemier August 21, 1930 — April 4, 2005

The Historic Courthouse lost a colleague, volunteer, friend and supporter with the passing of Richard F. Colemier. Dick was a staff member who worked our special events and was also a dedicated volunteer who contributed many hours at the courthouse and in the Stillwater community. We always knew when Dick was in the building as his cheerful whistling preceded him down the hallways. He is greatly missed by his friends and co-workers.

A Burr Oak tree was planted on the courthouse grounds in memory of Dick and his service to the courthouse

