

## **NOTICE OF PUBLIC MEETING**

### **Turner Hall Committee**

8:30 A.M. Thursday, June 5, 2014

City Hall

101 Green Street

Galena, Illinois 61036

#### **Agenda:**

1. Call to order
2. Roll call
3. Declaration of quorum
4. Review and approval of the Minutes of the May 1, 2014 meeting
5. Public Comments
6. Monitoring of questionnaire for users of Turner Hall
7. Discussion with Adam Johnson on future addition.
8. Further discussion on future major project
  - Exterior masonry water penetration, especially on the north building wall and the stage area / tuckpointing / miscellaneous
  - Doors and exterior project including front balcony
  - Kitchen / Rest Room and Storage Area / Fire Escapes
  - Remove the fly loft / stage upgrades
  - Interior repair and painting
9. Further discussion on condition of building and short term projects
  - Window and wall repair
  - Storm windows
  - Ceiling fans
  - Remote access thermostat control
  - Motion detectors in rest rooms
  - Lighting study by Crescent Electric

- Lighting controls upgrade
- Giese to look at dampers on gravity roof vents
- Flush hot water heating system this summer
- Debris behind stage / waterproofing
- Report by Custodian Jeremy White

10. Potential grants for improvements to Turner Hall / Galena Foundation

11. Scheduling of next meeting – June 10, 2014

12. Committee Member Comments

13. Adjourn

Meeting Dates for 2014: 1/9, 2/6, 3/6, 4/3, 5/1, 6/5, 7/10, 8/7, 9/4, 10/2, 11/6, 12/4

Posted by Shirley Johnson for the City of Galena, on May 29, 2014

**MINUTES OF THE TURNER HALL COMMITTEE MEETING OF May 1, 2014**

**CALL TO ORDER**

Chairperson, Charles Marsden called the meeting to order at 8:45 a.m. in the City Council Chambers at 312½ North Main Street on May 1, 2014.

**ROLL CALL**

Upon roll call the following members were present: Fach, Johnson, Marsden and Smith

Absent: Albaugh, Jackson

City Engineer Andy Lewis joined the meeting to discuss ongoing work at Turner Hall. Custodian Jeremy White also attended the meeting.

**ESTABLISHMENT OF QUORUM**

Chairperson Marsden announced a quorum of Committee members present to conduct business.

**NEW BUSINESS**

**Motion:** Johnson moved, seconded by Smith to approve the minutes of the April 3, 2014 meeting.

**Discussion:** None

**Roll Call:** AYES: All Present

NAYS: None

Absent: Albaugh

Motion Carried

**Public Comment:** None were made at this time. Comments from several observers were allowed during the meeting with the concurrence of the committee members in attendance.

**Monitoring of Questionnaires:** None.

**Discussion:** The Committee discussed their recent visit to the Post House Ballroom in Dixon. Of particular interest was the management of the facility including setup and maintenance, fees charged, logistics, and services provided for fees charged. Building is self sustaining with the fees charged which should be a goal for Turner Hall.

**Discussion:** The Committee discussed a paper entitled Turner Hall as a Performance Venue provided by Jan Lavacek. (See attached.) It was felt that the paper was a realistic assessment. The conclusion is that Turner Hall is usable as a theater with limitations and should be used as a self-sustaining public building with multiple uses.

**Discussion:** The Committee with Lewis present reviewed the components of the future major project.

- Exterior masonry water penetration, especially on the north building wall and the stage area / tuckpointing / miscellaneous
- Replacement of the exterior balcony over the front entrance since the wood is deteriorated.

- Debris behind stage / waterproofing – the committee agreed to work with Lewis to have this work completed sooner by placing it on the short term projects list. Either city crew or local contractor will do the work. Lewis, Rigdon, Fach, and Marsden to meet at Turner Hall to discuss.
- Doors and exterior project – no update
- Kitchen / Rest Room and Storage Area / Fire Escapes – no update
- Remove the fly loft / stage upgrades – committee will work with Adam Johnson to explore this matter further. Marsden to discuss with Adam Johnson. Could also possibly clad the structural clay tile walls with EIFS and solve the problems. The EIFS would have to be compatible with the historic building and approved by HDAB. Johnson to assist in doing a cost benefit analysis to see which alternative is in the best interests of the city.
- Interior repair and painting – no update

**Discussion:** Further discussion on condition of building and short term projects

- Window and wall repair / Storm windows – Contractor bids this spring. Work is coordinated with the new addition and fire escape extension.
- Ceiling fans – Installed and working well
- Remote access thermostat control – Lewis has quote for wireless thermostats from Top Notch. Need to get Wi-Fi service into building. Lewis has met with Sand Prairie who says they can get wireless into Turner Hall.
- Motion detectors in rest rooms – Installed
- Lighting study by Crescent Electric – No update
- Lighting controls upgrade – Has quote from Top Notch. Work to begin shortly. Top Notch is researching.
- Giese to look at dampers on gravity roof vents – Will schedule now that roof is free of snow.
- Flush hot water heating system this summer – Top Notch serviced the boiler. Did not see any indication that piping needed to be flushed out.
- Jeremy White indicated he will come to the June 5 meeting with a report on what he is doing in Turner Hall.

**Committee Member Comments:** Fach concurred that we should make sure we do not duplicate facilities with the proposed new museum and new performing arts facility. Fach noted that there are lessons to be learned from the Dixon tour that should be incorporated into the operations of Turner Hall to make it self sustaining.

**SCHEDULING OF NEXT MEETING** June 5, 2014 at 8:30 a.m. at City Hall. (New Location)

**ADJOURNMENT**

**Motion:** Fach moved, seconded by Smith to adjourn.

**Discussion:** None.

**Roll Call:** AYES: All  
NAYS: None  
Absent: Albaugh, Jackson

The motion carried.

The meeting adjourned at 9:50 a.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "CR Marsden". The signature is written in a cursive style with a long horizontal stroke at the end.

Charles R. Marsden  
Chairperson

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## Turner Hall as a Performance Venue

### Assets:

- The exterior and interior of Turner Hall have great historical value. For over 125 years, Turner Hall has been playing a part in the lives of residents and visitors to Northwest Illinois.
- Turner Hall has proven over the years to be useful as a community center. Events such as dances, concerts, parties, banquets, meetings, auctions, fundraisers and wedding receptions have been produced successfully despite limitations.
- *The open floor area makes it flexible enough for a variety of functions.*
- The hall has served as a venue for school and community theater productions, but with difficulties.
- It has served more successfully as a venue for various musical events. The acoustics are especially good for chamber music.
- Seating capacity of five to six hundred (with the use of the balcony) is adequate for most events.
- There is limited parking available in an adjoining lot.
- Owned by the City of Galena, Turner Hall is air-conditioned, relatively affordable and available for rental by individuals and organizations.

### Problems:

- Lack of Audience Parking. The adjoining lot is inadequate for most functions.
  - Audience view of the stage from the main floor is limited when temporary seating is set on the floor, which is level. The solution is to install a temporary stepped riser system, which is expensive, and time and labor intensive.
  - Acoustics are very "live", which is bad for most theatrical performances. Speech is blurred by all of the hard surfaces in the hall.
  - Available temporary audience seating is uncomfortable.
  - The stage is quite shallow. This makes it difficult to produce events which require a larger cast and/or setting.
  - Off stage space is minimal and made worse by the on stage sprinkler system location. This makes scene changes and movement of performers difficult.
  - No rigging. While there is a proper fly loft and grid, everything on the stage is dead hung. This makes the changing of curtains and drops very difficult and limits access to lighting instruments and other equipment that might be hung over the stage.
  - While there is a stage level entrance, it is impossible to access with a large vehicle and road conditions can be an issue in winter.
  - No house sound system. Any needed sound equipment must be brought in.
  - Lighting equipment is available, but is difficult to use because of limited access. A personnel lift must be used for all access to equipment in the hall and on stage. Also *lighting instruments are often in poor condition. Lack of field circuits in important*
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lighting positions makes show specific lighting designs very difficult, and thus limits flexibility. The First Electric and First Beam positions are very bad in this respect.

- Some equipment that is available in the hall is in poor condition. Lighting keypad controls are in bad condition. The cyclorama is torn to the degree that is unusable.
- The entire stage lighting system has been known to black out periodically resulting in lights going off and on at inappropriate times during a performance.
- The stage floor is structurally sound, but the surface is in very poor condition with large areas of splintered wood. Dancers especially have a big problem with this.
- Ambient light is always present. It is impossible to totally darken the hall. Especially in the day time, this makes stage lighting ineffective and prohibits showing movies.
- Inadequate dressing rooms. One of the existing small dressing rooms was converted to an electrical utility room. It can still function as a dressing room in a very limited fashion. The other dressing room is equally small and unable to accommodate more than a few people. Also, there is no plumbing in either dressing room. This puts performers in the awkward position of having to use audience facilities. It also is against equity regulations and thus limits the use of the hall by equity performers.
- Turner Hall has no available storage space. Storage for the hall's round tables is now back stage. Anytime the offstage space is needed, the tables must be moved to the rear of the hall near the restrooms and leaned up against the wall in plain view. The personnel lift has no storage space other than the rear corner of the hall next to the women's rest room entrance.
- Turner Hall's immediate proximity to the fire station means that performances must come to a stand-still if the fire alarm goes off.
- City ownership of the hall and the use of the hall as a community center for a variety of functions makes scheduling and production of performance events very difficult.