

NOTICE OF PUBLIC MEETING

Turner Hall Committee

8:30 A.M. Thursday, December 3, 2015

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 November 5, 2015 meeting
5. Public Comments
6. Monitoring of questionnaire for users of Turner Hall
7. Discussion with Adam Johnson.
 - Historic Structures Report
 - Galena Foundation – Joe Miller Trust Project #2
8. Further discussion on condition of building and short term projects
 - Lighting LED Replacement
 - Lighting controls upgrade
 - Insurance claim for main panel
 - City and GF funding
 - Committee recommendation to council on procurement of new equipment
 - Miscellaneous Interior Improvements
 - Squirrel Power Surge – miscellaneous problems
 - Report by Custodian Jeremy White
9. Pursuit of Illinois Clean Energy Grants and Jo Carroll in 2016 for boiler replacement, insulation and LED lighting replacement in 2015-2016.

10. Joe Miller Trust check presentation the week of December 7.
11. Facility Marketing and Rental Rate Structure Update – Janelle Keeffer
12. Meeting schedule for 2016. First Thursday of the month?
13. Scheduling of next meeting – January 7, 2016?
14. Committee Member Comments
15. Adjourn

Meeting Dates for 2016: 1/7, 2/4, 3/3, 4/7, 5/5, 6/2, 7/7, 8/4, 9/1, 10/6, 11/3, 12/1

Posted by Shirley Johnson for the City of Galena, on November 25, 2015

MINUTES OF THE TURNER HALL COMMITTEE MEETING OF November 5, 2015

CALL TO ORDER

Chairperson, Charles Marsden called the meeting to order at 9:05 a.m. at Turner Hall, 115 S. Bench Street, at 9:05 a.m. Prior to the meeting a check presentation involving the Save Turner Hall Fund and Galena Foundation took place.

ROLL CALL

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

Absent: Jackson

Janelle Keeffer, Jeremy White and Adam Johnson 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 Fach to approve the minutes of the October 1, 2015 meeting.

Discussion: None

Roll Call: AYES: All Present

NAYS: None

Absent: Jackson

Motion Carried

Public Comment: None at this time. Several members of the original Save Turner Hall group attended the meeting and participated in the discussion.

Monitoring of Questionnaires: None

Discussion: Adam Johnson provided an overview of the Historic Structures Report. Daryl Watson has made the requested updates. Adam is almost complete with his portion of the report and will have a draft for review next week.

Discussion: Work is progressing on the second major project. Adam Johnson has completed all design work except for fly loft. He and Jim Baranski are exploring options for the fly loft. This could involve the use of stucco, EIFS, or metal panels similar to those used on the Top Notch building. This will be discussed further at the next committee meeting.

Details of how the back stage wall will be handled were discussed. Cold weather is impacting the ability to use spray foam. It was agreed to consider using insulation board and waterproofing in lieu of spray foam.

Rest room renovation will now involve Corian tops with integral sinks and energy conserving faucets. A standard 40 gallon natural gas water heater will be used since the existing

instantaneous water heater has problems with lime build up. Top Notch to revise their proposal accordingly.

The dumpster enclosure is proceeding. The stage floor will be out for quotes in February. Quotes have been received for the roof over the south entrance. Charles Horton of Artisan Contractors submitted the low quote of \$2,616.25. A voluntary quote for the kitchen roof had also been provided. The committee agreed to hold off on this work until later.

Motion: Smith moved, seconded by Albaugh to recommend that the Council approve the quote submitted by Artisan Contractors.

Discussion: None

Roll Call: AYES: All Present

NAYS: None

Absent: Jackson

Motion Carried

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

- Lighting controls upgrade – Work is progressing. Preprogramming of the system will take place this Friday. Albaugh suggested a locking cover over the main control panel to limit the number of people who have access to it. Galena Foundation funds of \$7,500 will be paid by the end of the year.
- Lighting LED Replacement can now proceed. There are about 200 incandescent bulbs to be replaced. Illinois Clean Energy and Jo Carroll support of the cost of the replacement will be pursued.
- Both the lighting controls upgrade and the LED replacement should result in significant energy cost savings.
- Custodian Jeremy White reports no problems in the building at this time.

Discussion: Illinois Clean Energy grants for the flyloft insulation and the boiler replacement were not approved. City will resubmit in the next grant cycle

Discussion: Janelle Keeffer provide the following report regarding facility marketing and rentals:

- Website conversion by the current vendor has been completed to make it more user friendly. Work now needs to be done by Janelle to update the content. Facebook page administration rights have been received and updates begun.
- The crowd manager job description has been developed. Looking to get 4-5 candidates. Revised contract lists \$15 per hour as the cost for the crowd manager. Ron Jenkins could become certified and then save the school district the cost when Turner Hall is used for school theatrical events:
- Looking at future Christmas concerts. Looking to promote more musical and theatrical events as well. Also looking for midweek marketing opportunities such as the recent Robert Klaus funeral.
- A banner was displayed on site by the promoter to advertise the concert that was held during Country Fair weekend. This points out the need to have guidelines regarding banners. Janelle and Matt Oldenburg were requested to develop guidelines that meet

city regulations that address scale, color, place and compliance as a temporary banner or sign.

Committee Member Comments:

Johnson commented that the check presentation was a nice event. He thanked all who attended and those who planned the event.

SCHEDULING OF NEXT MEETING December 3, 2015 at 8:30 a.m. at City Hall

ADJOURNMENT

Motion: Albaugh moved, seconded by Smith to adjourn at 10:00 a.m.

Discussion: None.

Roll Call:

AYES: All
NAYS: None
Absent: Jackson

The motion carried.

Respectfully submitted,



Charles R. Marsden
Chairperson