

NOTICE OF PUBLIC MEETING

Turner Hall Committee

8:30 A.M. Wednesday, November 3, 2016

Turner Hall

115 S. Bench 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 August 31, 2016 meeting
5. Public Comments
6. Monitoring of questionnaire for users of Turner Hall / new questionnaire
7. Discussion with Adam Johnson.
 - Galena Foundation – Joe Miller Trust Project #2
 - Cleaning, sealing and tuckpointing project
 - Fly loft exterior project
 - RFQ's for additional work in Turner Hall this year
 - What is left to do?
8. Further discussion on condition of building and short term projects
 - Lighting LED Replacement
 - Miscellaneous Interior Improvements
 - Light fixture restoration
 - 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 2016-2017.
10. Facility Marketing and Rental Rate Structure Update – Janelle Keeffer

11. Galena Foundation Items

- National Register of Historic Sites
- Chamber of Commerce Business After Hours in 2017
- Joe Miller Trust Letter Requesting Funds

12. Begin planning for future addition.

13. 2017 Meeting Schedule

14. Scheduling of next meeting – December 1 or January 5?

15. Committee Member Comments

16. 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

Meeting Dates for 2017: 1/6, 2/2, 3/2, 4/6, 5/4, 6/1, 7/6, 8/3, 9/7, 10/5, 11/2, 12/7

Posted by Shirley Johnson for the City of Galena, on Oct 28, 2016

MINUTES OF THE TURNER HALL COMMITTEE MEETING OF August 31, 2016

CALL TO ORDER

Chairperson, Charles Marsden called the meeting to order at 8:30 a.m. at Turner Hall, 115 S. Bench Street.

ROLL CALL

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

Absent: Albaugh

Janelle Keeffer 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: Jackson moved, seconded by Johnson to approve the minutes of the July 7, 2016 meeting.

Discussion: None

Roll Call: AYES: All Present

NAYS: None

Absent: Albaugh

Motion Carried

Public Comment: None

Monitoring of Questionnaires: None. Janelle Keeffer did receive some favorable feedback.

- A bride is willing to assist with an economic impact study.
- Positive word-of-mouth between two wedding parties
- Concern about local lodging requiring a two or three night minimum stay on holiday weekends.

Tour of Interior Painting Project: The committee toured the building and looked at the interior painting project. The work of White Construction was exceptional. Work was completed ahead of schedule. It was also noted that Janelle Keeffer has added many personal touches to Turner Hall with framed photos, valances above the kitchen window, shades, etc.

Discussion: Discussion took place regarding the Galena Foundation – Joe Miller Trust Project #2. See attached report for details. Current projects underway:

- Exterior balcony painting will be done in September
- Exterior cleaning, tuckpointing and sealing will be done in October and November.
- Main hall floor wood repair and sealing will be done in December – February slow period
- New stage floor will be done in December – February slow period.

- This leaves the Flyloft work as the only remaining item on the list. After discussion it was agreed that Adam Johnson will start to look at concepts that will be brought back to the committee at its next meeting with the intention to design and bid this winter with construction work occurring in early 2017. Right now there is about \$50,000 in the budget for this work. Need to update and review Janelle's spreadsheet to confirm what is left.

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

- No update on LED replacement. Project is next on the list.
- New tables are in the budget. They will be purchased soon. Sample table from Sam's Club was used for meeting. This seems to be an acceptable table. Durable yet light weight.
- Chair rack ordered.
- Rack for tables being pursued.
- Roller shade for kitchen window is being pursued.
- Jeremy White will make a portable bar that can also be used as counterspace in kitchen. Old portable bar donated by the Staver family was recently damaged beyond repair.
- Sprinkler repair is in the budget and RFQ is being issued.
- Boiler replacement RFQ is scheduled for September with work in September-October. DCEO grants being pursued.
- Problem with power to light fixtures was resolved with help from Jan Lavacek.
- Looking at alternatives for light fixture restoration. Funds raised from Hunter Fuerste Concert will be applied to cost of light fixture restoration. \$3,500 was raised this year. Jeremy White is pursuing replacement globes while working in Chicago. He thinks he has found some that will work.
- Problem with pigeons in HVAC units, chimney and on roof is being addressed.
- Source of mud on floor in boiler room has been identified. Crack in patio needs to be filled in.
- Outside lighting controls need to be reset.
- South door lock continues to be a problem. Will be resolved soon.
- Jeremy White will be filling and painting the remaining old exterior doors. Also, doing some painting that is maintenance and not part of the interior painting project.

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

- Saving down time for work this winter.
- An organization would like to use Turner Hall Luminaria Weekend and procure donations for the hall. Request that fee be waived.
- Bookings are strong in 2017.
- Allseat.com has the Turner Hall floor plan on its app. Allows users of Turner Hall to develop their own table and seating layout and submit to city for approval.

Discussion: Galena Foundation items were discussed:

- Galena Foundation would like to 35th Annual Dinner Meeting at Turner Hall on March 29, 2017. Hall is already rented. Could reschedule it to March 15, 2017.
- Galena Foundation would like to hold a Chamber of Commerce Business After Hours at Turner Hall in early 2017 to showcase the hall to the community. This would be done in conjunction with the City of Galena who is also a Chamber member.
- Galena Foundation wants to pursue a National Register of Historic Sites designation specifically for Turner Hall. This effort was previously started by the city. Marsden to discuss with Mark Moran. This designation would be advantageous in securing outside grants for future work at Turner Hall. The committee strongly feels that the pursuit of the designation should be part of the Business After Hours presentation and that it should be

announced at that event that the Turner Hall Committee is ready to pursue the construction of the addition to the building through the use of grants, donations, and city funds. This unveiling would include a presentation of the previous design as well as an estimate of the project cost along with a targeted completion date.

Committee Member Comments:

Pat Smith said that she was so pleased at how things are coming together at Turner Hall and again expressed a thank you to Janelle for the personal touches being put into Turner Hall.

SCHEDULING OF NEXT MEETING November 3, 2016 at 8:30 a.m. at Turner Hall.

ADJOURNMENT

Motion: Smith moved, seconded by Johnson to adjourn at 10:15 a.m.

Discussion: None.

Roll Call: AYES: All
NAYS: None
Absent: Albaugh and Jackson (left meeting about 10:00 a.m.)

The motion carried.

Respectfully submitted,



Charles R. Marsden
Chairperson