

## **NOTICE OF PUBLIC MEETING**

### **Turner Hall Committee**

8:30 A.M. Thursday, January 5, 2017

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 November 3, 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
  - Stage floor
  - Main floor
  - Fly loft exterior project and insulation
  - RFQ's for additional work in Turner Hall this year
  - Remaining budget funds
  - What is left to do?
8. Further discussion on condition of building and short term projects
  - Lighting LED Replacement
  - Exterior door work and locks
  - Miscellaneous Interior Improvements
  - Light fixture restoration
  - Theatrical items
  - Sprinkler work

- Boiler replacement
  - Report by Custodian Jeremy White
9. Pursuit of Illinois Clean Energy Grants and Jo Carroll 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
  12. Begin planning for future addition.
  13. Scheduling of next meeting – February 2 or March 2?
  14. Committee Member Comments
  15. Adjourn

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 *Johnson* for the City of Galena, on *January 3, 2017*

**MINUTES OF THE TURNER HALL COMMITTEE MEETING OF November 3, 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: Albaugh, Fach, Johnson, and Marsden.

Absent: Jackson and Smith

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:** Fach moved, seconded by Albaugh to approve the minutes of the August 31, 2016 meeting.

**Discussion:** None

**Roll Call:** AYES: All Present

NAYS: None

Absent: Jackson and Smith

Motion Carried

**Public Comment:** None

**Monitoring of Questionnaires:** Janelle Keeffer has developed a new questionnaire using Survey Monkey. There are ten questions with open end responses. Responses received to date indicate that there has been much improvement over the past 3-4 years and that pricing of the hall is correct. The 4 day option with cleaning included has become very popular. There is no need to do an upgrade to the Survey Monkey at this time. Cost would be \$300 annually. Also received two hand written thank you notes from users of the hall.

**Discussion:** Discussion took place regarding the Galena Foundation – Joe Miller Trust Project #2. Current projects underway:

- Exterior balcony painting is complete.
- Exterior cleaning, tuckpointing and sealing will be done in November.
- Main hall floor wood refinishing and sealing will be done after May.
- New stage floor and main floor repair will be done in December – February slow period.
- This leaves the Flyloft work as the only remaining item on the list. Adam Johnson presented information on two options. They included EIFES installed on the exterior and interior spray on insulation (2 inches on walls and 8 inches on roof) and tuck pointing-sealing of the exterior. With prevailing wage, the second option fit the budget and left the

exterior appearance consistent with the Historic Structures Report. Also, there is less chance of unseen internal water damage and the need for ongoing maintenance of the exterior finish.

**Motion:** Albaugh moved, seconded by Johnson to proceed with the interior insulation, exterior tuckpointing – sealing option as presented and discussed.

**Discussion:** Further discussion regarding encapsulating the rafters in the 8 inches of insulation and the possibility of installing solar panels in the future. There may be structural capacity in the Flyloft roof, but most likely there is not capacity in the main hall roof. Might be able to install panels at a remote site and designate Turner Hall as the recipient of the energy generated.

**Roll Call:** AYES: All Present

NAYS: None

Absent: Jackson and Smith

Motion Carried

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

- LED Lighting replacement – test bulbs are in place. The “Edison Bulbs” are the correct color temperature and are dimmable. There are 184 bulbs that will be replaced. Cost is within budget. Payback is one year based on the \$3,000 annual savings previously predicted.
- Jeremy White has found replacement globes for the main hall light fixtures. Could possibly recast light weight tassels and epoxy them to the globes. May need to add a collar to the globes. Appearance should be similar.
- Lock for south door has been purchased. Will be installed after doors are restored by Jeremy White.
- New light-weight tables have been purchased along with a new chair rack. Thank you to the Elks Club for donating the table rack.
- New boiler will be done in spring-summer 2017. Grants may be available at that time.
- Sprinkler work will be done in 2017.
- Pigeon mitigation will be done next week.

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

- Saving down time for work this winter.
- Weekends in 2017 booked solid from March 3 to November 20 with the exception of August 5 and 19 (tentative hold), Labor Day and Country Fair weekend. No proms are scheduled in 2017 since dates were taken before the high schools made a request. Attempts will be made to block out these date in future years. Cuba City recently made an inquiry in addition to Southwestern and Galena.
- Janelle is looking to have a 90<sup>th</sup> anniversary of the reopening celebration after the fire on January 10, 2017.
- The Galena Foundation and City of Galena will do a Business After Hours at Turner Hall in Spring 2017.
- Galena Bridal Fair will take place on February 18, 2017. Janelle is working on ways to participate and show off Turner Hall.

- Membership in the League of Historic American Theaters was discussed. Cost is \$325 per year. Many benefits would result based on information that Janelle has researched. Funds are included in the marketing budget.

**Motion:** Fach moved, seconded by Albaugh to recommend pursuit of membership in the League of Historic American Theaters through the allotted budget for Turner Hall marketing.

**Discussion:** None

**Roll Call:** AYES: All Present

NAYS: None

Absent: Jackson and Smith

Motion Carried

**Discussion:** Galena Foundation items were discussed:

- Galena Foundation would like to have had their 35<sup>th</sup> Annual Dinner Meeting at Turner Hall on March 29, 2017. Hall is already rented. Foundation will hold its annual meeting at another location but will co-sponsor Business After Hours instead.
- Galena Foundation wants to pursue a National Register of Historic Sites designation specifically for Turner Hall. A meeting was held this past month and the concept was pursued. Daryl Watson and the IHPA question the need since Turner Hall is already listed since it is in the Historic District. This will be discussed with Frank Butterfield at Landmarks Illinois since the Jeffris Foundation was the one group that recommended individual designation. It might be a better approach to obtain Landmark Status for the entire Historic District.
- Galena Foundation will be making a request for funds this week from the Joe Miller Trust. Janelle has updated the spreadsheet and information is now available to make the request.

**Discussion:** Planning for Future Addition was discussed. Impact of Landmark Status regarding grants was briefly discussed. The new Community Foundation of Jo Daviess County could be a vehicle to raise funds similar to the Galena Foundation. The Galena Foundation still has the Save Turner Hall Fund activated and it can be used as a repository for funds raised. A presentation should be put together for the Business After Hours along with an updated cost estimate.

**Committee Member Comments:**

Fach asked Jeremy White if the problem with the mud in the boiler room had been corrected. White responded that the source of the mud has been identified and sealing of the cracks that allowed the mud to flow into the boiler room are underway.

**SCHEDULING OF NEXT MEETING** January 5, 2017 at 8:30 a.m. at Turner Hall. Meeting schedule for 2017 was approved.

**ADJOURNMENT**

**Motion:** Albaugh moved, seconded by Johnson to adjourn at 10:05 a.m.

**Discussion:** None.

**Roll Call:** AYES: All

NAYS: None  
Absent: Jackson and Smith

The motion carried.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "C.R. Marsden".

Charles R. Marsden  
Chairperson