

NOTICE OF PUBLIC MEETING

Turner Hall Committee

8:30 A.M. Thursday, October 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 September 7, 2017 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
 - Main floor
 - Fly loft exterior project – tuckpointing and sealing
 - Fly loft insulation
 - Fly loft fans
 - Fly loft rear drainage
 - Tile in front foyer
 - Door refinishing
 - 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
 - Tables and chairs
 - Report by Custodian Jeremy White
9. Pursuit of Illinois Clean Energy Grants and Jo Carroll for boiler replacement, insulation and LED lighting replacement in 2017.
10. Facility Marketing and Rental Rate Structure Update – Janelle Keeffer
- Off-season Rates
 - Rates for Fundraisers
 - Rates for Other Events
 - Updated Contract
 - Oher?
11. Galena Foundation Items
- Driehaus Award
 - Joe Miller Trust for 2017 will be \$32,384.79
12. Continue planning for future addition.
- Recommendation to Council
13. Scheduling of next meeting – November 2 or December 7?
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 Shirley Johnson for the City of Galena, on Sept. 28, 2017

MINUTES OF THE TURNER HALL COMMITTEE MEETING OF September 7, 2017

CALL TO ORDER

Chairperson, Charles Marsden called the meeting to order at 8:33 a.m. at Turner Hall, 115 S. Bench Street.

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

Absent: Albaugh and Smith

Janelle Keeffer, Jeremy White, Adam Johnson and Todd Lincoln 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 July 6, 2017 meeting.

Discussion: None

Roll Call: AYES: All Present

NAYS: None

Absent: Albaugh and Smith

Motion Carried

Public Comment: None

Monitoring of Questionnaires and Comments: Janelle Keeffer reported on recent questionnaires and comments. Focus was on parking problem at a recent event when neighbors had a party and parked illegally in the posted lot. Several cars were ticketed, but parking was still limited since vehicles were not towed. It was suggested that permits be included in the rental package and that vehicles without permits be ticketed. Communications with neighbors is essential.

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

- Main hall floor wood refinishing and sealing will be done this fall.
- Flyloft insulation – Awarded to Spahn and Rose. Painting by White Construction. Work in September.
- Flyloft fans – RFQ to be issued shortly. Discussion on type of fan to be installed.

Motion: Fach moved, seconded by Jackson to recommend that belt driven box fans be installed.

Discussion: None

Roll Call: AYES: All Present

NAYS: None

Absent: Albaugh and Smith

Motion Carried

- Flyloft exterior project – Scope of work is to be tuckpointing and sealing of the exterior of the Flyloft. About \$40,000 is available from the Joe Miller Trust budget. Based on Earl Thompson's previous quotes, the cost for the Flyloft is about \$28,000. This work will be discussed at the next committee meeting so that the work can be under contract by the December 1 deadline for the Joe Miller Trust.
- Flyloft rear drainage – It appears that the water might be entering limestone crevices and getting under the new concrete structure. It is hoped that the Flyloft fans will improve things. Perhaps some work on the hillside will be done in the future. Situation will be monitored.
- Tile in front foyer – Todd Lincoln made a presentation on tile for the foyer. Jeremy White will donate demolition and installation of wood base. Ballpark cost is \$6,000 which will be covered by Joe Miller Trust. Tile will be selected and a recommendation to the City Council will be discussed at the next committee meeting.
- Refinishing of several existing doors still needs to be completed as part of the Joe Miller Trust work. Will be done in September.
- Remaining Joe Miller Trust budget funds will be reviewed at next meeting once costs of projects noted above are better known.

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

- LED Lighting replacement – Rest of bulbs are on order.
- Jeremy White continues to pursue the light fixture restoration. The prototype is working out well. Will be casting the rest of the fixtures including the ones under the balcony. Will re-wire the fixtures right in the building to reduce cost. Work will be done this winter.
- New boiler RFQ in Fall 2017. Grants may be available at that time.
- Sprinkler work RFQ in Fall 2017.
- No meeting with theater advisory group has taken place recently.
- Tables will be purchased soon. Chair replacement should be planned for the future as existing chairs are needing constant repair. Total of 300 chairs would match occupancy rate.

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

- A draft of seasonal rates, rates for fundraisers, and rates for other events was discussed. Janelle will research operating costs when occupied to see if reduced rates come close to covering costs. Will be discussed at next committee meeting with a recommendation to City Council to follow.
- A draft of an updated contract was discussed. Janelle will continue to refine. Will be discussed at next meeting with a recommendation to City Council to follow.

Discussion: Future Addition:

- Adam Johnson presented a revised plan that leaves the rest rooms in the existing hall. The plan was discussed. Not sure if fire escape over the roof is needed as the balcony exit door is no longer needed. Will decide later. Further discussion at the next meeting with a recommendation to City Council to follow.

Committee Member Comments: Each commented that perhaps Boy Scouts might adopt the exterior of Turner Hall as a project. Each thanked Chairman Marsden for his efforts. All thanked Todd Lincoln for his efforts to replace the foyer tile.

SCHEDULING OF NEXT MEETING November 2, 2017 at 8:30 a.m. at Turner Hall. Janelle noted that she is attending a pool management conference and will not be available. Now moved to October 5, 2017.

ADJOURNMENT

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

Discussion: None.

Roll Call: AYES: All
 NAYS: None
 Absent: Albaugh and Smith

The motion carried.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "CR Marsden". The signature is written in a cursive, flowing style.

Charles R. Marsden
Chairperson