

NOTICE OF PUBLIC MEETING

Turner Hall Committee

8:30 A.M. Thursday, December 6, 2018

Turner Hall

115 S Bench Street

Galena, Illinois 61036

Representatives from Illinois Bank & Trust and The Galena Foundation will join us at 8:30 for the Joe Miller Trust check presentation.

Agenda:

1. Call to order
2. Roll call
3. Declaration of quorum
4. Review and approval of the Minutes of the November 1, 2018 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
 - Final wrap up
8. Further discussion on condition of building and short term projects
 - HVAC Units repair by Halderson Trane Service Company
 - Light fixture restoration
 - Sprinkler work
 - Stage Curtains
 - Turner Hall Sign
 - Report by Custodian Jeremy White
 - Technical assistance from Chas. Marsden
9. Facility Marketing and Rental Rate Structure Update – Janelle Keeffer

- Review proposal and make recommendation to City Council

10. Galena Foundation Items

- Driehaus Award resubmittal – Janelle and Beth Baranski
- Joe Miller Plaque – Janelle and Beth Baranski
- Lighting restoration
- Proceeds of 2018 Hunter Fuerste Concert – Turner Hall sign
- Joe Miller Trust annual request letter going forward – Chas. Marsden
- Other Galena Foundation items going forward – Chas. Marsden

11. Charles Scheerer relief – Chas. Fach

12. Meeting schedule for 2019. Wind down committee per request of Mayor Renner.

13. Committee Member Comments

14. Adjourn

Meeting Dates for 2018: 1/4, 2/1, 3/1, 4/5, 5/3, 6/7, 7/5 ?, 8/2, 9/6, 10/4, 11/1, 12/6

Posted by Shirley Johnson for the City of Galena, on November 30, 2018.

MINUTES OF THE TURNER HALL COMMITTEE MEETING OF November 1, 2018

CALL TO ORDER

Chairperson, Charles Marsden called the meeting to order at 8:35 a.m. at Turner Hall, 115 S Bench Street.

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

Absent: Albaugh and Johnson

Janelle Keeffer and Jeremy White also attended the meeting.

ESTABLISHMENT OF QUORUM

Chairperson Marsden announced a quorum of Committee members present to conduct business. Jackson left the meeting at 9:45 a.m. and there was no quorum at that point in the meeting.

NEW BUSINESS

Motion: Jackson moved, seconded by Smith to approve the minutes of the September 6, 2018 meeting.

Discussion: None

Roll Call: AYES: All Present

NAYS: None

Absent: Albaugh and Johnson

Motion Carried

Public Comment: None

Monitoring of Questionnaires and Comments: Janelle reported that there were several very positive reviews of Turner Hall and the services provided by Janelle and others.

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

- Main hall floor wood refinishing and sealing. High humidity has been reduced and floor is settling down.
- Flyloft Exterior Project -- Work is complete.
- Flyloft insulation – Done. Several sprinkler drops to be relocated when sprinkler work is done.
- Flyloft fans – Working on the interface between the flyloft fans and the smoke control fan.
- Flyloft rear drainage and roof edge work – Work is almost complete.
- Tile in front foyer—Looks good. Done within budget. Have extra tile.
- Door Refinishing – Pretty much done. More during slow period.
- Marsden updated the remaining funds available from the Joe Miller Trust and developed a letter for Ken Robb to send to Illinois Bank and Trust requesting funds this year.

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

- Halverson Trane Service company had a factory trained technician look at the two Trane air handling units. It was determined that there were problems with the enthalpy economizer controls and the damper operations that was allowing humid outdoor air to

enter the building, contributing to the high humidity problems. The controls were temporarily disabled. Cost of this was \$1,800. A quote was received from them for \$3,200 to make the necessary repairs. This may be done in the spring. The committee discussed having Halverson do preventive maintenance on these units in the future to extend their useful life. Local contractors could continue to do routine maintenance.

- Sprinkler work in 2018. RFQ will be issued in the future. Leak has been repaired.
- Continuing to pursue balance of LED replacement
- New tables working well. Chairs become a priority.
- Stage curtains are the next top priority. Need to pursue fundraising and grants, possibly from VFW and Galena Education Foundation.
- Janelle obtained \$500 rebate from Jo Carroll for flyloft insulation.
- Need to pursue the exterior sign using 2018 Hunter Fuerste funds of \$3,949.83. Previous designs were again reviewed. Janelle will re-work the samples based on comments and will add the dates of construction (1874) and restoration after the fire (1927) as suggested by The Galena Foundation. The revised design will be presented at the next meeting on December 6 for review and approval to City Council, after which it will be submitted to The Galena Foundation for their review. Other signs recently erected by the City were less cost than funds available. Marsden to inform Ken Robb.
- Need to continue light fixture restoration this winter using the Hunter Fuerste funds. Cost for all new globes based on the prototype that has been in place for the last year is approximately \$5,000. Keith Ahlvin to make the globes. He has improved the process from the time the prototype was made. Hunter Fuerste funds total \$5,410.87. Marsden to inform Ken Robb. Jeremy White to get a price for electrical wiring for the fixtures from Tim Bloom. The cost of the electrical work will be covered with other funds.

Motion: Jackson moved, seconded by Smith to recommend to City Council that we proceed with the light fixture restoration involving new globes produced by Keith Ahlvin for a cost of approximately \$5,000. Cost to be covered by 2016 Hunter Fuerste Concert funds of \$5,410.87.

Discussion: None

Roll Call: AYES: All Present

NAYS: None

Absent: Albaugh and Johnson

Motion Carried

Jackson left the meeting at this point and no quorum was present.

Discussion: Janelle reported on several items.

- Janelle has been evaluating operating expenses in order to review and update rate structures. Several scenarios were discussed, each of which would cover all budget line items except for depreciation and building improvements. There has been much improvement in revenues in recent years. This rate structure update would address some issues that have been experienced, while continuing to maintain a good, strong revenue stream.
- The committee discussed the information. No decisions were made since a quorum did not exist. Janelle will refine the information based on Proposal #2 and distribute it to the committee for discussion and recommendation to Council at the next meeting on December 6.

Discussion: Further discussion took place on Galena Foundation items:

- No update on the plaque honoring Joe Miller. Janelle is working with Beth Baranski. The plaque should be coordinated with the relief of Charles Scheerer being done by Charles Fach.

- Marsden to communicate with Ken Robb regarding Joe Miller Trust funds, the light fixture restoration and the exterior sign

SCHEDULING OF NEXT MEETING December 6, 2018 at 8:30 a.m. at Turner Hall.

2019 MEETING SCHEDULE The committee agreed that a meeting schedule involving meetings every other month beginning in February would work well. Meetings will be held the first Thursday of the month at 8:30 a.m., preferably at Turner Hall. Marsden to develop schedule.

COMMITTEE MEMBER COMMENTS: None.

ADJOURNMENT

The meeting adjourned at 10:35 a.m. without a quorum.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'CR Marsden', written in a cursive style.

Charles R. Marsden
Chairperson