

## NOTICE OF PUBLIC MEETING

### **Turner Hall Committee**

8:30 A.M. Thursday, June 4, 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 May 7, 2015 meeting
5. Public Comments
6. Monitoring of questionnaire for users of Turner Hall
7. Further discussion regarding parking lot.
8. Discussion with Adam Johnson.
  - Door, window and fire escape project
9. Further discussion on future major projects
  - Proposed major Galena Foundation – Joe Miller Trust Project #2 based on Capital Improvement Plan.
    - Council approved MOU on May 26
    - Historic Structures Report started
    - Proposal for services from Adam Johnson
    - Project bidding
    - Construction
10. Further discussion on condition of building and short term projects
  - Lighting LED Replacement
  - Lighting controls upgrade

- Miscellaneous Interior Improvements
- Squirrel Power Surge
- Report by Custodian Jeremy White

11. Facility Marketing and Rental Rate Structure Update – Janelle Keeffer

12. Scheduling of next meeting – August 6?

13. Committee Member Comments

14. Adjourn

Meeting Dates for 2015: 1/8, 2/5, 3/5, 4/2, 5/7, 6/4, 7/2, 8/6, 9/3, 10/1, 11/5, 12/3

Posted by Shuley Johnson for the City of Galena, on May 28, 2015

**MINUTES OF THE TURNER HALL COMMITTEE MEETING OF May 7, 2015**

**CALL TO ORDER**

Chairperson, Charles Marsden called the meeting to order at 8:30 a.m. in the City Council Chambers at 101 Green Street on May 7, 2015.

**ROLL CALL**

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

Absent: None

Jeremy White, 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:** Johnson moved, seconded by Albaugh to approve the minutes of the April 2, 2015 meeting.

**Discussion:** None

**Roll Call:** AYES: All Present

NAYS: None

Absent: None

Motion Carried

**Public Comment:** None.

**Monitoring of Questionnaires:** None

**Discussion:** No parking problems were reported.

**Discussion:** The Committee, with Adam Johnson, Janelle Keeffer and Jeremy White present, discussed the work currently underway.

- Several doors have cracks in veneer and panels. The manufacturer will fix the doors.
- Fire escape work continues.
- Still having problems with locks.
- Had some water under stage. Hole in tarp from a rock.
- Building will not be available for rental from May 18 to June 18 in order to perform work on building.

**Discussion:** A Memorandum of Understanding describing the relationship of the City of Galena, The Galena Foundation, and the Joe Miller Trust has been developed. Next step is for this Committee to recommend to City Council to approve the MOU.

**Motion:** Albaugh moved, seconded by Jackson to recommend to City Council that the MOU be approved as presented.

**Discussion:** No additional discussion took place.

**Roll Call:** AYES: All Present

NAYS: None

Absent: None

Motion Carried

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

- Lighting controls upgrade – Lighting controls are failing again. Squirrel caused power surge that will require that lighting system be shipped to California for evaluation and reconstruction. More bad breakers as well. This will be done during time that building is unavailable. Money is in new budget to replace system. Team effort to get things fixed temporarily for Peace in Union. Galena Foundation will take proceeds of Hunter Fuerste Concert and apply it to the lighting controls upgrade. Training a group of people to operate light boards during events.
- Wi-Fi, HVAC and sprinkler system were also impacted by power surge. Possible insurance claim for all of the damage.
- LED Lights – Testing several LED bulbs. Will complete after controls are upgraded.
- Having problems also with descending light fixtures which do not work properly. John Bookless will fix the descending light fixtures during building shutdown.
- Did some patching and painting to address moisture damage.

**Discussion:** Janelle Keeffer reported on ongoing marketing initiatives:

- Marketing budget is included in FY budget. Website and support materials will be developed in-house to reduce cost
- New rates are being positively received, including cost of setup and takedown for a four day rental. Janelle suggested a convenience fee that would allow a party using the hall to have access to the hall on Fridays after 4:30 p.m. if the hall is not rented that day. Same applies to Monday morning.

**Motion:** Albaugh moved, seconded by Fach that a \$200 convenience fee be established.

**Discussion:** No additional discussion took place.

**Roll Call:** AYES: All Present

NAYS: None

Absent: None

Motion Carried

- GHS is considering Turner Hall for the 2016 prom. Janelle suggested that this could be combined with a Bridal Fair and a thank you event for people and organizations in the community that have contributed to the renovation of Turner Hall. This would assist GHS in decorating the hall for the prom and also provide positive exposure for Turner Hall in the community.

**Committee Member Comments:** Johnson indicated that he will take up the idea of painting the concrete on the kitchen with the Historic Preservation Group at tonight's meeting. It was informally, positively received at the last meeting. Fach suggested that Jo Carroll assist the City in some way regarding the problem with the squirrel and the power surge. Smith will pursue the matter. Fach asked how the economic analysis is coming and indicated it is important to have it soon. Keefer has done some research and will go to work on it shortly.

**SCHEDULING OF NEXT MEETING** June 4, 2015 at 8:30 a.m. at City Hall.

**ADJOURNMENT**

**Motion:** Albaugh moved, seconded by Johnson to adjourn at 9:45 a.m.

**Discussion:** None.

**Roll Call:**

AYES: All  
NAYS: None  
Absent: None

The motion carried.

Respectfully submitted,



Charles R. Marsden  
Chairperson