

NOTICE OF PUBLIC MEETING

Turner Hall Committee

8:30 A.M. Thursday, February 1, 2018

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 December 14, 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, gutters & downspouts
 - 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
 - Other miscellaneous improvements on 2018 List
 - Report by Custodian Jeremy White
9. Pursuit of Illinois Clean Energy Grants and Jo Carroll for boiler replacement, insulation and LED lighting replacement in 2018.
 10. Facility Marketing and Rental Rate Structure Update – Janelle Keeffer
 11. Galena Foundation Items
 - Driehaus Award
 12. Continue planning for future addition.
 - Recommendation to Council
 13. Scheduling of next meeting – March 1 or April 5?
 14. Committee Member Comments
 15. 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 Johnson for the City of Galena, on January 29, 2018.

MINUTES OF THE TURNER HALL COMMITTEE MEETING OF December 14, 2017

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: Albaugh, Fach, Jackson, Johnson, Marsden and Smith

Absent: None

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 Jackson to approve the minutes of the October 5, 2017 meeting.

Discussion: None

Roll Call: AYES: All Present

NAYS: None

Absent: None

Motion Carried

Public Comment: None

Monitoring of Questionnaires and Comments: Janelle Keeffer reported on recent questionnaires and comments. She recently received a comment regarding a problem with bees inside the hall and parking. These matters will be addressed.

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

- Main hall floor wood refinishing and sealing. Under contract with Paramore Hardwood Floors.
- Flyloft insulation – Done. Several sprinkler drops to be extended when sprinkler work is done.
- Flyloft fans – RFQ to be issued shortly. Continued discussion on type of fan to be installed. Janelle Keeffer, Andy Lewis and Jeremy White to meet and finalize the plan.
- Flyloft exterior project – Under contract with Earl Thompson Masonry
- Flyloft rear drainage – Fach noted that he and Janelle observed considerable rain runoff from the flyloft roof cascading down the rear wall of the flyloft. Discussion took place.

Motion: Fach moved, seconded by Smith to recommend to City Council and Administration that additional gutters, downspouts and possibly heat tape be installed on the rear of the flyloft to collect the rain runoff. Cost to be covered by Joe Miller Trust.

Discussion: None

Roll Call: AYES: All Present

NAYS: None

Absent: None

Motion Carried

- Tile in front foyer – Adam Johnson has developed a drawing showing the tile pattern. Janelle Keeffer to discuss with Todd Lincoln and have a formal report at our next meeting. Work could be done while GHS Drama Club is using the building for play preparation.
- Refinishing of several existing exterior doors was completed in September. Interior doors will be done this winter.
- Remaining Joe Miller Trust budget funds were reviewed. Original budget is \$189,307. Currently, expenditures are estimated to be \$179,599, leaving \$9,708 available to reallocate, contingency or to reduce total expenditures. Cost of gutters and downspouts will be paid out of the \$9,708.

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

- LED Lighting replacement – Rest of bulbs are in stock. Work is primarily in rest rooms
- 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 in Spring 2018.
- Sprinkler work in Spring 2018.
- No meeting with theater advisory group has taken place recently. Will need additional grants and donations to pay for the improvements.
- No report from Jeremy White.

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

- Entryway rug and runner were purchased
- Ladies ready room furniture was purchased.
- Rental Report and Facilities Report were presented. Report shows the diversity of use of the hall. It also shows the benefit to the community in that Galena High School uses the building 23% of the days of the year, yet only pays 3% of the revenue. Revenue from signed contracts for FY 2017-2018 is currently \$36,785, up \$13,000 from last year. Rental days are currently at 196, up from 169 last year. Gas and electrical costs are showing improvement even though rental days are up.
- A quote has been received from Security Products of Dubuque for improvements to the security system. This work is included in the draft budget for next FY.
- A security plan for Turner Hall is being developed.
- Exterior signage is being pursued. A sketch of a proposed sign was reviewed. Comments were received regarding size, scale, and materials. Parking signs are also being pursued. Janelle will investigate and report back at the next meeting.
- Capital improvement budgets are being compiled for the next FY.
- Janelle expressed a sincere thank you for the work of the Committee and The Galena Foundation.

Discussion: Joe Miller Trust check presentation will occur today at 11:00. The Committee is very appreciative of what the Joe Miller Trust and The Galena Foundation has done at Turner Hall and looks forward to working with them in the future.

Discussion: Future Addition was briefly discussed. Committee will discuss at future meetings with a higher priority. Fundraising will need to be pursued, possibly including a trust or endowment via The Galena Foundation or The Community Foundation of Jo Daviess County.

Committee Member Comments: Fach informed the committee that he would like to do a relief sculpture of Charles Scheerer for Turner Hall. Scheerer was mayor of Galena and a strong supporter of Turner Hall, who actually died of a heart attack entering the hall. Also discussed was the replacement of the eagle missing from above the stage.

SCHEDULING OF NEXT MEETING February 1, 2018 at 8:30 a.m. at Turner Hall.

ADJOURNMENT

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

Discussion: None.

Roll Call: AYES: All
NAYS: None
Absent: None

The motion carried.

Respectfully submitted,



Charles R. Marsden
Chairperson