

**Orange Hall Management Committee  
Meeting Minutes  
March 14<sup>th</sup>, 2024  
St. Marys City Hall**

- Meeting called to order at 9:32AM
- Roll Call(quorum present)  
Present: Robin Cross, Allen Rassi, Niles Trapnell, Carol Bradley, Todd Harding
- Guests: Robby Horton(City Manager), Bobby Marr(Director of Public Works), Kimberly Smith(Grant Writer for City of St. Marys)
- Approval of the minutes of the following meetings:
  1. Minutes of February 8<sup>th</sup>, 2024 Committee Meeting-motion by Allen Rassi, seconded by Niles Trapnell. Passed unanimously.
  2. Minutes of February 29<sup>th</sup>, 2024 Work Session-motion by Robin Cross, second by Todd Harding. Passed unanimously.

**Old Business:**

**Cookhouse construction is complete:** Need to make the public aware that the grounds of Orange Hall and the Cookhouse is complete, and ready for use. Suggested that a formal ribbon cutting be held at the June 8<sup>th</sup> fund raising event. Leann Howard is the point of contact for the Cookhouse and grounds. Currently using old fee structure for grounds use. The City needs recommendations for use of the grounds from the OHMC.

**Hippo Storage:** No change in the status.

**First(ground) Floor Reconstruction:** Robby recommended that the City use funds available in the 2023-2024 budget to secure David Amos, Architect, for architectural drawings to be used in securing bids for reconstruction of the ground floor. The City needs conceptual drawings to pass on to David Amos to use in his architectural drawings. Niles will contact Jen Fabrick to see if she has drawings available. Motion by Robin Cross, second by Todd Harding to move forward on this plan to secure David Amos as architect.

**Landscape Details:** Bobby Marr told the Committee that an irrigation contractor will make initial evaluations of the current irrigation at Orange Hall sometime during the week of March 25<sup>th</sup>, 2024.

**New Business:**

**Cookhouse use/management policies:** Recommendations needed from the Committee for use of the grounds and Cookhouse.

**Kimberly Smith/City Grant Writer:**

1. Kimberly passed out worksheets for grant ideas.
2. She needs a formal plan prior to do any type of grant for Orange Hall.
3. OHMC needs to use the Community Market to pass on information of the Committee and Orange Hall.

4. Make the public aware that the City is constantly investing in Orange Hall.
5. Utilize signage at the board located at the Wheeler Street boat ramp.

**Group Discussion:**

- **Members brought forth the following issues to Bobby Marr-**
  1. Light up the exterior of Orange Hall at night. Is the previous cabling, etc. usable?
  2. Repair broken glass pane on the ground floor right side of the building. Bobby mentioned that it is specialized, and he will check into having it repaired.
  3. Leak on the 3<sup>rd</sup> floor front left room of the building.
  
- **June 8<sup>th</sup> Fund Raising Event-**
  1. Allen was able to get sponsorship of the fish from Chris at SRW since PEMB is experiencing some issues at this time.
  2. Winn Dixie may be a source for the drinks and water.
  3. Todd has a contact at KB106 for promotion of the event.
  4. Unclear yet on the use of process of electronic payment for the meals. Cash payment may require the person being bonded.
  5. Planning meeting to be set sometime the second week in April to finalize all the details.
  
- **Moving the trolley from its' current location to Orange Hall:** Robby brought forth the proposal that this take place due to City Hall moving to its' new location. Approval was given by the Committee to move forward on this plan.

The next scheduled meeting of the OHMC will be April 11<sup>th</sup>, 2024 starting at 9:30AM.

The meeting was adjourned at 10:33AM by Robin Cross.

Respectfully submitted,

*Niles Trapnell*  
Secretary  
OHMC