

Orange Hall Management Committee
Meeting Minutes
April 11th, 2024
St. Marys City Hall

- Meeting called to order at 9:35AM by Niles Trapnell
- Approval of the minutes of March 14th, 2024 meeting. Motion by Todd Harding second by Carol Bradley. Passed unanimously.
- Roll Call(quorum present)
Present: Robin Cross, Niles Trapnell, Alise Pate, Carol Bradley, Vernal Morrison, Todd Harding
Absent: Allen Rassi
Guests: Robby Horton(City Manager), Kimberly Smith(Grant writer for the city), Alex Smith(ICMA intern)

Old Business:

Cookhouse Construction Complete-All work is complete, and the facility is ready for use.

First floor(ground floor) Construction-Robby Horton advised the Committee that all work on the ground floor will be provided by outside construction firm(s). He is in the process of meeting with David Amos, architect, possibly next week, to start the procedure of designing the layout for the ground floor. He has the conceptual drawings provided by Jen Fabrick as a guideline for the actual architectural drawings.

New Business:

Cookhouse Management Policies-Todd Harding has met with Angela Wigger in regards to establishing procedures. Discussion revolved around policies and charges for the Cookhouse and the use of the grounds. Fees discussed were \$500 for the grounds, \$100 deposit. An additional charge of \$250 for the Cookhouse, with a deposit of \$200 for use of both. More discussion will be forthcoming. The City has been contacted in regards of use of Orange Hall for a wedding in December. The City would be responsible for opening/closing/inspection of the facilities after use. Robby will investigate installation of security for the Cookhouse.

Orange Hall Expenditures-Robby passed out financial sheets showing that the City has spent \$805,000 on Orange Hall over the past 5 years. Expenditures covered the installation of a fire suppression system, structural and drainage work to reinforce the integrity of the building, and a new HVAC system. This expenditure does not include roof repairs and rebuild, or the painting of the exterior of the building, which have also taken place. The City Council has committed to completing the first floor(ground floor), hopefully by the end of the year.

Trolley Placement-The City is also looking into other venues for placement of the trolley, and has not decided yet on exactly where the trolley will end up. More discussions to take place.

Report from Kimberly Smith, City grant writer-Kimberly passed pout sheets reflecting on how to go about securing grants and/or funding for Orange Hall. She mentioned securing funds from corporations and possibly naming a room or area after that corporation. Mentioned that we have to be passionate about what we are doing. Also, we need to invite the HPC, city groups, church groups, etc. to our meeting to make them aware of what is taking place. Recommend that we have a separate meeting with Kimberly outside of our normal meeting to address these items.

June 8th Fish Fry Fundraiser-The Committee made the decision to hold a separate meeting on May 2nd, starting at 9:30AM to finalize all details. Niles will check on the availability of City Council chambers or the Welcome Center, and will advise the members. Niles will contact the Chamber of Commerce for their help in promoting the event. Todd has the banners to be hung.

Group Discussion with Bobby Marr(absent due to job responsibilities)-The following items to be addressed:

- Exterior lighting for Orange Hall during evening hours.
- Repair of broken pane on ground floor window on the right side of building.
- Leak on the 3rd floor room left front of building.

The next scheduled monthly meeting of the OHMC will be May 9th, starting at 9:30AM at St. Marys City Hall.

The meeting was adjourned at 10:32AM.

Respectfully submitted,

Niles Trapnell
Secretary
OHMC