

Fox Hall- Meeting Minutes

Board Meeting

January 27, 2020

5:00 PM

Attendance: Board members: Mis Brummel, Dennis Deshazer, Brad Sarver, George Karnaze,
Debbie Landau

City Staff: Nathan Law and Jean Carder

City Council: Thor McKiernan

Minutes from Fox Hall Board meeting on September 9, 2019 were approved.

Treasurer's report: Bills paid for Oct-Dec: \$1330.04
Deposit for Oct-Dec: \$0
Ending balance: \$2382.61

Rob George with Legacy Contractors was available on the tour of the newly renovated Fox Hall to answer questions. The group toured the building and then moved to City Hall for the meeting.

Keys for the renovated building will be a pass card system. The building will be unlocked for use and then locked again at specific times.

Discussion centered around the cleaning duties for Teresa Vickrey, adding a security deposit for those renting the hall and creating a checklist for the items that should be completed before a security deposit is returned. A preliminary checklist was created and the options discussed. Nathan summarized the discussion: A \$100 refundable security deposit will be added for those who rent Fox Hall; Teresa will continue to clean after events and go over the checklist to make sure the items were completed; Teresa will also determine if part of the security deposit needs to be held for something not completed on the checklist. If Teresa is not able to review the checklist after an event, a City employee will fill in. Debbie moved and Mis seconded. Motion passed 5-0.

There was also discussion concerning the need for a deep cleaning once or twice a month by a cleaning person or company. It was decided to come back to this in a few months when the hall has been used and we can see how the current cleaning schedule is going.

It was discussed whether to offer a reduced rate to non-profit organizations and for multi-day events. The board decided to keep the rate the same for now and revisit this topic at the next meeting. The board also decided to revisit the topic of a security deposit for the VFW and the dance group. They use the hall regularly at a free (VFW) or reduced rate.

The meeting was adjourned at 6:30pm