



## S.T.A.R. (Super Town of Albion Revitalization) Team Committee Meeting Minutes March 14, 2012

In attendance: Steve Hook, Kelly Tieman, Mary Ann Troutner, Phyllis Herendeen, Chris Magnuson, Bob Braley, Vicki Jellison, Joy LeCount, and Tammy Luce.

The meeting was called to order at 6:02 p.m. by Mary Ann Troutner. The meeting was held in the Cole Room (lower level) of the Noble County Public Library at 813 E. Main Street, Albion IN.

### Approval of February 8, 2012 Minutes

Mary Ann asked the committee if there were any needed additions or corrections to the February 8, 2012, meeting minutes. Phyllis Herendeen made a motion to approve the minutes and was seconded by Kelly Tieman. Motion carried. Later on, Chris Magnuson mentioned two changes. One correction is to change the reference to "Lucky U Ceramics" in paragraph one under "Treasurer's Expense/Revenue Report" to "Doc's Hardware." The second correction, on page 5, is to change the reference to "June 3<sup>rd</sup>—Chain 'O Lakes booth..." to "...Chain 'O Lakes Kick Off..." A new motion was made by Bob Braley to approve the minutes as mended and was seconded by Phyllis. Motion carried.

### Treasurer's Expense/Revenue Report

Phyllis Herendeen presented the Treasurer's Report. The previous bank balance as of February 8, 2012, was \$1,715.44 with \$715.44 available in the general fund and \$1,000.00 set aside for the Façade Improvement fund. There was a \$30.00 disbursement for the Lucky U Ceramics building permit—part of the Lucky U Ceramics Façade Grant project. Two \$500.00 disbursements were paid out toward Façade grants for both Shelby Properties and Doc's Hardware. Another \$70.97 disbursement was paid out to Albion Pizza Depot for the dining meeting held for the National Historical Registry, Courthouse Square discussion. Phyllis then deposited \$70.97 back into the S.T.A.R. Team bank account. The current balance is \$1,685.44 in the general fund and \$0.00 in the Façade Grant fund. Joy LeCount made a motion to approve the Treasurer's Report. The motion was seconded by Vicki Jellison. Motion carried.

### Max Weber's Letter of Resignation as S.T.A.R. Team President

Mary Ann next read a letter received from Max Weber stating his resignation as S.T.A.R. Team President effective immediately. Max plans on staying involved with S.T.A.R. Team activities and fulfilling his obligations with the April dinner and mural projects.

Mary Ann stated that this will leave a vacancy in the President's position. Mary Ann asked the committee their thoughts and what to do next. Steve Hook suggested the Vice President, currently Mary Ann, move to the President position and a vote be taken to fill the VP spot. Kelly Tieman asked if this is the procedure prescribed in the bylaws. With no copy of the bylaws present to reference, both Joy

LeCount and Phyllis suggested the committee research the bylaws and take a vote accordingly at the April meeting, provided that Mary Ann agrees to keep the committee moving forward until the next meeting. Mary Ann agreed to fill the role of acting President.

Mary Ann asked if there was a need to make a motion to accept Max's resignation. With reluctance from the committee, Vicki made a motion to accept Max's resignation. This was seconded by Bob Braley. Motion carried.

## **OLD BUSINESS:**

### Sub-committee Reports

**Projects/Design Sub-committee Report**—Chris Magnuson presented a report. Both Chris and Max Weber met with the Noble County Historical Society where some historical photos were shared for providing mural project ideas. Chris passed around historical photos for the committee to examine. Chris made reference to a picture of the old Albion depot and how this would make a great mural. Chris will be having Lanette scan various festival-type photos to be used for this year's Chain 'O Lakes brochure. The subcommittee is currently working on finding a subject for the mural project. They are considering placing a mural on the south side of the old Albion Town Hall. The sub-committee still needs to research artists and ask the Albion Town Council for permission to paint a mural on the old Town Hall.

Chris provided updates on two other items. No update was available for Teri Dazy's progress on the downtown Business Inventory project. Max shared with Chris an idea for a Spaghetti Dinner for later on in the year as a mural fundraiser. This encouraged further discussion on the mural project. Joy suggested having the public make donations. Chris stated that a mural costs \$10/\$15 per square foot. The public could donate money per square foot increments. This is considered "do-able" for most people. Tammy Luce made the suggestion that once a mural is designed, the square footage can be calculated and broken up into squares to be sold to the public. Names could then be associated with the squares and displayed near the mural in recognition. Vicki mentioned that having a few smaller murals painted and funded by the S.T.A.R. Team would help excite the community, demonstrate what's possible or what the committee has in mind, and prepare them for the committee asking for donations toward a larger mural. The committee discussed the process for selecting photos to use for a mural, but because of the wide diversity in subject matter, Chris suggested the committee review the photos and pick one at the next meeting. She suggests the subject matter focus on Albion and not individuals.

Chris concluded her report by stating that the electrical project associated with the Lucky U Ceramics building is almost complete. Chris will then turn in receipts to Phyllis upon the completion of the project.

**Organization Sub-committee Report**—Steve Hook reviewed with the committee the redesigned 11x14 inch sized S.T.A.R. Team Business Flyer containing less full color and featuring the Lucky U Ceramics façade project before and after photos. A previous prototype copy of the updated flyer was passed around the group to inspect. The committee had a discussion on how many business flyers to print this year, although no number was decided upon, and who was going to print them, either a local business or Steve—this will be decided after Mary Ann obtains a quote from the Albion New Era. Steve will be emailing the committee the updated business flyer and asked the group to review it and check the write-ups for the 2012 First Friday events.

Mary Ann mentioned two invoices obtained by Steve—one \$15 yearly web hosting fee to be paid to Hover.com and one \$10 monthly fee for March to be paid to Nathan Miller for web hosting on WordPress. Steve is to be reimbursed \$15 for payment of the Hover.com payment and payment is to be paid directly to Nathan Miller. Steve shared his concern about switching from WordPress to Moonfruit when the website will need to be updated with videos and pictures associated with the Indy 500 Competition coming up in April. Steve said he's interested in helping to maintain the current website, but that he wasn't interested in switching over to Moonfruit at this time. This should be considered for a later time.

Joy LeCount asked about Nathan's willingness to continue to pay for the monthly hosting fee and for us to reimburse him for the rest of the year. Steve said that Nathan is willing to do this. With that said, Joy made a motion to continue hosting the albionstarteam website on the current host site (WordPress) and pay Nathan \$120 toward web hosting for the rest of the year (March 2012 through March 2013). Vicki Jellison seconded the motion. Motion carried. The committee concluded discussion on this topic by asking about the number of hits the site is having, the importance of having someone manage the site, and having the site be well advertised.

Steve mentioned that approval was granted by the Noble County Commissioners for use of the Courthouse Square for First Friday events. This approval was granted at the February 27<sup>th</sup> Commissioner's Meeting.

**Promotion Sub-committee Report**—Mary Ann asked Joy to report on the progress for the S.T.A.R. Team "Take Pride in Albion" fundraiser dinner to be held on April 20<sup>th</sup>. Joy said that there was an announcement placed in the Albion New Era containing a reservation form. Also, instead of buying and sending out mailings, Joy has sent notices to the secretaries of the Lions, the Albion Chamber, and Rotary, asking them to pass along the invitation to their members. Joy will also send a notice to Tri Kappa. Joy asked the committee if there were other organizations that should receive notices. Town government entities and churches were suggested. County elected offices may also be considered. There was concern about meeting our quota of people since there will not be activities occurring around the courthouse square as last year. The committee feels confident that there will be interest to encourage people to attend. It was decided that any notices sent out to people would be via email to help reduce costs. Joy will consider having the peacock stationary backdrop scanned by Vicki's daughter and then emailed to Steve to be used for emailing notices to the S.T.A.R. Team volunteers.

Mary Ann asked the committee if Beth Shellman requested certain streets be closed surrounding the courthouse square for First Friday events between 6 p.m. and 9 p.m. It was reported that Beth was successful at doing so. Street barricades could be erected as early as 5 p.m. with no problems as long as courthouse employees are gone.

Mary Ann asked Phyllis to report on the Indy 500 meeting held on March 8<sup>th</sup>, at the Noble County Public Library in Albion. Mary Ann stated that Terri Dazy will not be able to chair an Indy 500 event. Phyllis presented a report on the March 8<sup>th</sup> meeting and stated that there are many neat events proposed by those in attendance. One in particular will be the Spring Fling held at the Central Noble Middle School on May 4<sup>th</sup>. This will be open to the public. This event will also be considered the May S.T.A.R. Team First Friday event. A list of calendar deadline and local event dates prepared by Beth Shellman and associated with the Albion Indy 500 competition was read by Phyllis. (The dates can be viewed on [www.albionstarteam.org](http://www.albionstarteam.org).) The committee asked that this list of dates be emailed by Steve to all S.T.A.R. Team volunteers.

It was discussed that Beth Shellman will be the chair and point person for the Indy 500 Competition. Beth has reluctantly agreed to do this. The committee agreed Beth is in the best position to handle this task. Groups that want to hold an event need to notify Beth Shellman no later than April 9<sup>th</sup> and submit photos and preferably a one to two minute video to either Steve Hook (shook@nobleco.org) or Julie Scher ([noozmall@yahoo.com](mailto:noozmall@yahoo.com)) no later than April 29<sup>th</sup>.

Mary Ann reviewed the list of First Friday events with the committee. The events are as follows: (more detail is provided on [www.albionstarteam.org](http://www.albionstarteam.org))

- April 20—S.T.A.R. Team Dinner – “Take Pride in Albion”
- May 4—Spring Fling-Indy 500 Racing Theme
- June 1—Summer Kickoff – Chain ‘O Lakes
- July 6—Patriotic Theme and Albion Fireworks | Albion-opoly
- August 3—Veranda Visits
- September 7—Come Back to Albion Tailgate Party
- October 5—Harvest Chili Cook-off | Hayride to the corn maze
- October 26—Scare on the Square

Bob Braley shared with the committee his need to delegate more this year with the Albion-opoly planning. Help is especially needed to gather donors for contributing prizes. Bob will handle sponsors for the board squares.

**Economic Development Sub-committee Report**—Phyllis Herendeen presented the Economic Development subcommittee report. A meeting was held last week with Tom Zieger about placing the courthouse square on the National Historical Register. Tom will be bringing Kirk Gardner to another meeting to be held on March 21st, 1 p.m. at the Pizza Depot. At this meeting, Kirk will be performing a walk-through with the sub-committee around the courthouse square, reviewing the buildings. Kirk will be writing the recommendation. The recommendation will be reviewed and approved within 12 to 18 months. Buildings on either side of the four roads surrounding the courthouse square are included. Phyllis said that a follow-up meeting will be held after the walk through to discuss what will happen and to answer questions regarding what can be done with the buildings once placed on the National Historical Register. Chris Magnuson mentioned that there are no restrictions to what either a property or business owner can do to their building unless Federal/State Grant money is involved. A flyer explaining some details regarding the register was passed around to committee members. It was stated that not every property owner has to agree to be placed on the register, only a majority of the owners is required. The \$5,000.00 fee to be placed on the register can be handled by underwriters.

Tammy Luce asked how Kendallville has benefitted by being placed on the register. Bob Braley said that it has brought people downtown to check out the historic buildings. There are people who make trips to see places that are on the register. A reference was made to the Tombstone Trail and how this has encouraged visitors to Noble County. Bob stated that events and attractions tend to cross-pollinate.

The final thought was about what limitations, if any, may be imposed on owners included in a historic district. None exist unless self-imposed upon the district by local or city ordinances or unless federal/state dollars are used for projects.

### Downtown Inventory

Mary Ann asked for an update on the downtown building inventory project. Chris stated that there was no news to report.

### Volunteer hours from February 2012

Mary Ann asked for volunteer hours to be turned in to Kelly covering the period between February 8<sup>th</sup> and March 14<sup>th</sup>, 2012. Work hours were forwarded to Kelly Tieman.

### **NEW BUSINESS:**

#### Stellar Communities Program

This topic was to be covered by John Bry. Since John was not able to attend the committee meeting, this topic was not discussed.

#### Indiana Trail 100 at Chain 'O Lakes State Park

Mary Ann shared information she received from Beth Shellman about a request from a Tom Landis asking the S.T.A.R. Team to help volunteer with a racing event held at the Chain 'O Lakes State Park in April 2013. If the committee volunteers to help with the event, some of the proceeds would be given to the S.T.A.R. Team. The majority of the proceeds would be given to Chain 'O Lakes. Mary Ann asked Steve to forward information to the rest of the S.T.A.R. Team committee.

### **OTHER BUSINESS:**

Mary Ann asked the committee if there was any other business. Tammy Luce asked for Indy 500 related decorating or event ideas. The committee provided some ideas.

Joy mentioned her desire to see the local restaurants come up with a special sandwich or food item with a unique name that could then be voted on during the month of May. This would be tied into the Indy 500 Competition event.

Chris asked the committee if they want to have a Chain 'O Lakes Festival Junk Food Alley S.T.A.R. Team booth. Last year, the committee made around \$1,000.00 and gave 20 percent of the proceeds to the Albion Parks Department. The Parks Dept. provided equipment for making sno cones. Steve made a motion to go ahead with a booth, make Mary Ann the Chair of this event, and make sno cones and lemon shakeups. Bob Braley seconded the motion. Motion carried. Tammy Luce volunteered to help make the work schedule and Chris will help with supplies. Others will volunteer as needed.

### Adjournment

The committee adjourned at 7:25 p.m.

The next S.T.A.R. Team committee meeting will be held on Wednesday, April 11<sup>th</sup>, 2012, at 6 p.m. in the Cole Room (lower level) of the Noble County Public Library at 813 E. Main Street, Albion IN.