



S.T.A.R. (Super Town of Albion Revitalization) Team Committee Meeting Minutes

April 11, 2012

Amended June 13, 2012

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

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 March 14, 2012, Minutes

Mary Ann asked the committee if there were any needed additions or corrections to the March 14, 2012, meeting minutes. Mary Ann noted a change in the last paragraph on page 3—Dazey requires an “e.” A motion to approve the minutes as amended was made by Vickie Jellison and seconded by Orland Leitch. Motion carried.

Treasurer’s Expense/Revenue Report

Phyllis Herendeen presented the Treasurer’s Report. The previous bank balance as of March 13, 2012, was \$1,685.44 with \$1,685.44 available in the general fund and \$0.00 set aside for the Façade Improvement fund. Disbursements include \$15.00 paid to Steve Hook for S.T.A.R. Team website domain hosting (Hover.com), \$120.00 paid to Ambit Design (Nathan Miller), \$60.00 paid to Chain ‘O Lakes Festival Committee for booth rental, and \$565.00 paid to Jace Electric to move electrical service for Lucky U Ceramics project. The current balance is \$985.44 in the general fund and \$0.00 in the Façade Improvement fund. Beth Shellman asked Phyllis if she had received from the Town of Albion a check for façade reimbursement. Phyllis stated no. A motion to approve the Treasurer’s Report was made by Bob Braley and seconded by Vicki Jellison. Motion carried.

OLD BUSINESS:

Sub-committee Reports

Projects/Design Sub-committee Report—Chris Magnuson presented her report. The last phase of the Lucky U Ceramics façade project which included moving the electrical service has been completed and all project related bills have been submitted to Beth for 50 percent reimbursement. The last phase also includes replacing the upstairs windows of the Lucky U building with windows saved from Ebey next door. This work hasn’t been completed due to time constraints of the Project/Design subcommittee and Max Weber declining help. Mary Ann asked if there was anyone who could assist with the work. Chris said that she wasn’t sure of anyone available and that she’s not sure of how to go about replacing the windows. Further assistance is required, however.

Chris provided updates on two other projects. No update was provided for the Downtown Business Inventory project managed by Terry Dazey. Chris stated that the mural project, at a size of 12 x 24 feet, is estimated to cost \$6,000.00. She has been working with Tammy Luce on a fundraising campaign to raise \$7,200.00 from the sale of 288 squares on a poster. Each square will be sold for \$25.00. The money raised would pay for a plaque displaying donor names, cover the mural boards, hanging, prep work, urethane for protecting the finished surface, and for framing the mural. Chris has been conversing with Darlene Bender who suggested that a mural not be painted on the south side façade surface of the old Albion Town Hall because of its poor condition. Darlene suggests the mural be painted on 12, 4 x 8 foot sheets of mural board which would be screwed to the building. The mural boards lend themselves to being relocated if need be or can be removed and repaired if damaged. Mary Ann asked Chris if a picture had been selected for the mural. Chris said that Darlene has suggested the mural contain multiple images, including a ferris wheel, the Morgan house, and the old Albion Depot shown in historic pictures. Darlene has quoted \$4,500.00 for her services. The original price of \$10/\$15 per square foot is underpriced, according to Darlene. Darlene also reported to Chris that artists she contacted that worked on Ligonier's murals would not work on future murals for these prices per square foot. Chris further stated the painting could be done at the convenience of the artist in her studio and that the artist should help decide what to paint. Committee members suggested the Courthouse and Chain 'O Lakes be incorporated too. Chris added that the Albion Town logo and Chain 'O Lakes logo could be incorporated into a corner of the mural as well.

Mary Ann asked the committee what should be done to move forward on the mural project. Chris suggested a raffle for a gas grill be used to raise funds. Vicki voiced her concern about holding a raffle since they are considered illegal. Mary Ann stated that she has raffle information she can share that was learned from last year's Indiana Main Street Conference. Vicki also suggested the project be presented at the "Take Pride in Albion" dinner in May to see the reaction. Phyllis made a motion to move forward with the mural project and raise \$7,200.00 using a fundraiser consisting of a poster with 288 squares—each square being sold for \$25.00. Joy LeCount seconded the motion. Motion carried. Tammy Luce will create the 288 square poster to be presented at the dinner and Mary Ann will assist Phyllis with the legal matters surrounding a raffle.

Discussion wrapped up on the mural program with Vicki stating her support of allowing the selected artist to have a say in what subject matter is used for the mural. Chris also shared her support of Darlene Bender as the artist of choice. Darlene is well known, has performed a lot of work in, and has donated her time to the community. Joy added that Darlene was instrumental in the restoration of the Courthouse murals. Donations made to the mural project are considered tax deductible and receipts will need to be generated by Phyllis.

Organization Sub-committee Report—Steve reported on the final revision made to the 2012 S.T.A.R. Team business flyer. A sample flyer was passed around the table. Steve also provided an update on the amount of videos received (3 so far) for the Indy500 decoration contest (Chain 'O Lakes Festival Committee, Tri-Kappa, and Albion Lion's Club). Tammy Luce will be forwarding a video featuring the Albion Chamber of Commerce to Steve. Steve suggested the committee start using an internet file sharing service called Dropbox for future file sharing. Using email for sharing small files is fine, but larger file sizes can best be shared using Dropbox. People can be connected to Dropbox and have a folder on their task bar of their computer. Files can be uploaded and downloaded from the shared folder. Once a file is uploaded to the folder, everyone connected to the folder will have their folder updated with the added files. As of now, both Julie Scher and Steve have received videos from individuals separately. This means that both Julie and Steve may be creating different versions of edited

videos. Steve suggests that better coordination is needed to reduce redundancy. Also, videos edited by Steve are placed onto the S.T.A.R. Team website and also forwarded to Margaux Dazey to be placed onto a facebook page. Julie will be placing videos she receives and edits onto the KendallvilleTV Youtube page.

Chris asked a question regarding the cost to print the updated business flyers. Steve reported quotes received by Mary Ann from the Albion New Era of \$520.80 for 1000 color brochures and \$165.90 for 1000 black and white brochures. Chris stressed the importance of sending the flyers along with a town of Albion mailing going out soon advertising for a town-wide cleanup. This is a good way to generate free press at no charge. Chris will work on having the town donate funds toward printing the brochures. Tammy Luce made a motion to have the Albion New Era print 1000 color brochures. Steve seconded the motion. Motion carried. Joy suggested that whoever talks with the Albion New Era about printing should ask them if there is a benefit to printing everything at one time.

Promotion Sub-committee Report—Joy shared with the committee an update on the “Take Pride in Albion” gala dinner taking place on April 20th. So far, Joy has received 24 reservations and 5 more who said they would go. Gabe Norris will be providing entertainment and Max Weber will be presenting an informal program about the Downtown Albion Building Inventory. Shelly Mawhorter will be catering the meal.

Beth gave an update on the Indy 500 competition. We are still in need of community events. Steve Hook suggested he may hold an office chair race. Planned events that we have received notice of can be found on the S.T.A.R. Team website. Beth has received qualifying day tickets and an invitation from the Motor Speedway for May 19th at 10:45 a.m. at the Pagoda Plaza for a community photo. Each community is asked to coordinate a clothing color for their town’s representatives. The Albion Town Council requested those attending this community photo event wear red, white, and blue clothes. Mary Ann asked Beth when the downtown decorating was taking place. Chris said it will occur on April 28th at 10 a.m. Beth said that the qualifying day tickets will be distributed in early May to those groups and businesses that either held an event or participated with decorations. Vicki suggested tickets be handed out to groups for use in raffles. Mary Tipton has been distributing decorations already. Tammy Luce has been in contact with Mary. Mary would appreciate to get her decorations back and hopefully without damage. Beth has paint from last year ready to be used for painting the sidewalks this year. Beth encouraged the committee to attend as many of the events as possible to show support.

Economic Development Sub-committee Report—Phyllis Herendeen presented the Economic Development subcommittee report. A meeting will be held on April 30th, at 6 p.m.at the Noble County Public Library in Albion with Kurt Gardner speaking about placing the Courthouse Square area onto the National Historical Register. Letters will be sent out tomorrow to all affected property and business owners inviting them to attend the meeting.

Downtown Inventory

Mary Ann asked Chris if there was anything new to report on the downtown building inventory project. Chris stated that we need to check with Terry Dazey since he was the one in charge of this project. We need to ask him if he plans on finishing the project or if someone else needs to finish it.

Discussion then focused back on the S.T.A.R. Team business flyer. Beth asked if information on the committee’s projects and the mural fundraising could be incorporated into the flyer. Contact

information should be included for people to call on donation inquires. Beth said that Tammy Luce would volunteer to be the contact person for mural donations.

Volunteer hours from February 2012

Mary Ann asked for volunteer hours to be turned in to Kelly covering the period between March 14, 2012 and April 11, 2012. Work hours were forwarded to Kelly Tieman.

NEW BUSINESS:

Vote for President

Mary Ann moved into discussion about filling the President's vacancy. Chris stated she had a copy of the bylaws and shared what the bylaws procedure is regarding filling vacancies. The bylaws stipulate that vacancies are to be filled by the Board of Directors. Even though the S.T.A.R. Team technically doesn't operate with a Board of Directors, those that participate actively on the committee and attend regularly are viewed as the acting Board of Directors. Mary Ann has filled the role of President since Max Weber's resignation and would be eligible, along with the other officers, to be nominated for President. Beth suggested that we should move forward with an election to fill the President's vacancy. Chris suggested the committee open the floor for nominations, accept names, close nominations, and then take a vote. Phyllis nominated Tammy Luce for President upon her acceptance and Judith Orland nominated Mary Ann Troutner for President. A motion to close nominations was made by Beth Shellman and was seconded by Kelly Tieman. There was a disagreement on whether or not to disclose the number of votes each candidate received and to just state who the winner was without stating the number of votes they received. There was discussion about whether Tammy Luce would accept being nominated. The voting process was held up until Tammy was contacted to accept the nomination and then to appear before the committee. The voting has held with Steve Hook counting the tally. Mary Ann received the most votes (7 to 4) and was elected as President. Nominations were then opened for Vice-President. Beth nominated Tammy Luce as VP and Orland Leitch nominated Kelly Tieman which declined. Having received no other nominations, nominations were closed by motion from Vicki and seconded by Kelly. Tammy Luce was elected as Vice-President.

101 Mile Race at Chain 'O Lakes State Park

Mary Ann shared information about a meeting she had with a Mike Pfefferkorn regarding the upcoming 101 Mile Race at Chain 'O Lakes State Park to be held on April 20-21, 2013. Volunteers are needed for this 30 hour event to help with a 50 mile race held over 15 hours, prep meetings, a spaghetti dinner, and help with trash pickup. First Responders are needed too. The S.T.A.R. Team was asked to help with concessions for those in attendance and participating in the race. Mary Ann will ask if we can use the concession stands available. This would be the first time this race is held in the park—a 101 mile race looping the park 6 times. A motion to have the S.T.A.R. Team participate with this event was tabled until the next meeting so more information can be obtained. Mike will present a presentation at the next S.T.A.R. Team committee meeting on May 9, 2012.

OTHER BUSINESS:

Mary Ann asked the committee if there was any other business. Mary Ann stated that Tammy Luce volunteered to put together a sign-up sheet for the Chain 'O Lakes S.T.A.R. Team booth and Mary Ann asked if Tammy had brought it to the meeting. She didn't have it with her. Tammy will be working on the schedule in May.

Bob Braley stated that he will be starting to actively recruit for square sponsors for the July Albion-opoly event. Prizes are needed and a request was made for anyone that would like to make donations to drop them off at Lucky U Ceramics from 12 p.m. to 5 p.m. Spinners will be worked on. Sponsors will be encouraged to decorate their squares and will be asked if they would like to make things available at their square that tie into their business. If they do, this would be supported.

Mary Ann asked the committee if everyone was okay with having the S.T.A.R. Team meetings held on the second Wednesday of each month. The consensus was to leave meetings on the second Wednesday of each month.

Adjournment

A motion to adjourn was made by Tammy and seconded by Kelly. The motion carried and the committee adjourned at 7:19 p.m.

The next S.T.A.R. Team committee meeting will be held on Wednesday, May 9, 2012, at 6 p.m. in the Cole Room (lower level) of the Noble County Public Library at 813 E. Main Street, Albion IN.

Steven Hook, Secretary

Mary Ann Troutner, STAR President