



S.T.A.R. (Super Town of Albion Revitalization) Team Committee Meeting Minutes September 12, 2012

Amended on November 6, 2012

In attendance: Chris Magnuson, Darlene Bender (guest), Kelly Tieman, Mary Ann Troutner, Phyllis Herendeen, Shelli Porter, Steve Hook, and Terry Dazey.

The meeting was called to order at 6:01 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 August 8, 2012, Minutes

Mary Ann asked the committee if there were any needed additions or corrections to the August 8, 2012, meeting minutes. Chris Magnuson pointed out three needed corrections: 1) change September 6th to 7th – 2nd line of 6th paragraph, page 2; 2) change spelling of “Bronelle” to “Brownell” – 1st line of 1st paragraph, page 2; and 3) change spelling of “Manguson” to “Magnuson” – 4th line of 4th paragraph, page 1. Chris Magnuson made a motion to approve the August 8th minutes as amended. Shelli Porter seconded the motion. Motion carried.

Treasurer’s Expense/Revenue Report

Phyllis Herendeen presented the Treasurer’s Report for the period of August 8, 2012 to September 12, 2012. Phyllis handed a report summary to Steve Hook. The previous General Fund balance was \$6,633.90 and the Façade Grant Account balance was \$0.00.

Disbursements totaled \$211.80 and include the following: \$17.10 to Mary Ann (Albionopoly Event); \$72.00 to Bob Braley (Albionopoly Event); \$17.70 to Doc’s Hardware (Albionopoly Event items); and \$105.00 to the Courthouse Square Preservation Society (reimbursement for half of the cost of the joint insurance policy).

Deposits totaled \$672.00 and include the following: \$575.00 for the Mural project; \$27.00 for the T-shirt/apron sales; and \$70.00 for the Albionopoly Event.

The current General Fund balance is \$7,094.10 (\$4,069.10 – General Fund and \$3,025.00 – Mural Fund) and the Façade Grant Account balance is \$0.00. A motion was made by Shelli Porter to approve the Treasurer’s report. Kelly Tieman seconded the motion. Motion carried.

OLD BUSINESS:

Sub-committee Reports

Projects/Design Sub-committee Report—Chris Magnuson presented an updated on the mural fundraising project. The S.T.A.R. Team should be receiving a \$500.00 check from the Albion Town Council for their contribution toward the Mural project. Including the Town’s contribution, the Mural Project fund stands at

\$3,650.00. Phyllis is reporting a Mural fund balance of \$3,025.00; however, this doesn't include money Tammy Luce has in her possession. Chris and Tammy will be attending the Albion Redevelopment Commission (RDC) meeting at 6 p.m. next Wednesday, September 19th, to request the \$3,600.00 matching funds through a Façade Grant for the Mural project. Chris has given the Façade Grant paperwork to Beth Shellman. Beth informed Chris that the plaque containing Mural donor names doesn't count toward the Façade Grant. Chris invited Darlene Bender to attend the Town meeting.

Chris introduced to the committee Darlene Bender, artist for the Mural project. Darlene thanked the committee for the opportunity to paint the mural. Darlene said that her and Chris have determined the mural dimensions to be 12 x 24 feet – consisting of 9 - 4 x 8 panels. She then presented a story board containing various historic photographs being considered for the mural. Darlene explained that she would like to paint individual scenes on the mural with black spaces in between. This would be similar to an old black and white photo album where individual photos are displayed on a black page. In these old photo albums, tags would be written with a silver pen underneath the photos. Darlene would like the mural to represent the look of an old scrapbook. The pictures on the storyboard only serve as an example and don't reflect the actual photos to be included on the mural.

Darlene expressed two project concerns to the committee. The first concern deals with including some muted color in the mural instead of it being all black and white in appearance. This would make the mural more visually appealing. Darlene's second concern deals with not being able to gather enough historic pictures representing unknown scenes from the past that are of interest to the public. Darlene passed out various old photos collected through her research for the committee members to review and to discuss. This made for a lively discussion of who could remember what has occurring in each scene. Darlene displayed pictures taken of the Ferris wheel on the Courthouse Square. She was able to create a few blow-ups of the people riding the Ferris wheel. She has made visits around the community interviewing people for their stories. The committee talked about the various courthouses that existed and where Darlene could get pictures of them. Darlene said that she is not sure what historic photos to use since there are many to pick from. She made the recommendation to continue compiling photos and then report back at the next meeting. Chris said that the final decision on what photos to use should be made by the S.T.A.R. Team committee.

Darlene ended the mural discussion with stating she will be using mural paint with UV protection and that the final mural can be covered with good quality UV polyurethane. These steps will help ensure the longevity of the mural. Steve Hook mentioned that he has access to old historic Sanborn Fire Insurance Rate maps that show the locations of old buildings in Albion. An image of this map could be included on the mural. Darlene expressed her thanks to the committee and then left the meeting.

Organization Sub-committee Report—Steve Hook provided a report on website design and T-shirt update/orders. Steve didn't have a report to present on the website design since the Organization subcommittee did not meet this month. Steve presented a report on the T-shirt sales. Steve reviewed the orders collected so far and reported needing two additional sales in order to waive the setup fee. Both Phyllis and Terry Dazey agreed to make purchases to catch us up to 15 orders. Those around the table that have not paid made their payments to Phyllis. The committee was reminded that new orders are being taken to allow new members the option to purchase a shirt. T-shirts/apron orders will be taken to the Scott Perry's Country Store in Churubusco this Friday. The S.T.A.R. Team is purchasing 4 aprons to stay with S.T.A.R. to be available for volunteers to use at functions. Volunteers are welcome to purchase their own aprons too. Payments for orders will be collected at the time of order placement. A follow-up email will be sent out to the S.T.A.R. Team volunteers soon.

Promotion Sub-committee Report— Mary Ann asked Shelli Porter to give an update on the September First Friday event—Come Back to Albion Tailgate Party. This event occurred on September 7th from 6 to 8 p.m. Shelli said the event went well even though there was rain. There was a low turnout. However, \$213.00 was collected between both the raffle and the corn hole competition. Shelli thanked those in attendance who volunteered to help with the event. New faces were seen at this event that had never been at other First Friday events. Some of these people were introduced them to the S.T.A.R. Team and talked about the First Friday events. Chris took various photos during the event and emailed them to Joy LeCount. Joy told Chris that she could have a part time job due to the quality of these photos. Steve said that these photos are now displayed on the S.T.A.R. Team website. Steve said that he could post names on the website of those who won prizes.

Mary Ann gave an update on October's First Friday event, Harvest Chili Cook-Off (October 5th). Mary Ann stated that she can perform the prep work for this event, but that she will be not be here to help run the event. Steve also will not be available to assist with this event. Chris asked what needs to be done in preparation of the event. Mary Ann said that tables need to be set up, power cords need run from the Courthouse, a notice needs placed in the paper, there's a \$5.00 entry fee and a \$5.00 fee to taste test the chili, jars and marbles need to be used for voting for the chili, and medals need to be created. Last year, Joy LeCount donated the medals while Judith Leitch cut out the S.T.A.R. Team logo and pasted them on the medals. Mary Ann asked the committee who would like to volunteer to be chair of this event. Phyllis and Chris agreed to work together on this event. Chris will ask Shelli and Beth Shellman if they would like to help too. Kelly volunteered to help. Steve will send out an email to the committee showing what's needed for this event. Money will need to be collected from those participating in the event. Chris will be providing plastic ware. People can taste as many different kinds of chili being offered and place their votes accordingly. There was water and pop offered at last year's event. Both Mary Ann and Chris will meet on Monday, October 1st, to make any final arrangements.

Mary Ann also provided an update on the upcoming "Scare on the Square" event to be held sometime at the end of October (potentially on Oct. 26th). She said that both Steve and she have been slowly coming up with ideas on what to do for this event. Originally, John Bry, Steve Hook, and her planned on having a laser light show at the Courthouse. However, due to the proposed \$30,000.00 price tag for this event, this idea has been scrapped. In its place, Steve and Mary Ann have thought about hosting a live Clue game around the Courthouse Square. John Bry has been out of contact, so both Mary Ann and Steve have been working on a plan. This plan involves using businesses around the Courthouse Square as the rooms on the board game, business owners would choose a weapon from their business, and business owners would be the perpetrators. Steve and Mary Ann will be meeting next week to play a round of the Clue game to refresh their minds on how the game works. The "Scare on the Square" event would be held during the same time as the Chain 'O Lakes and Black Pine Halloween events.

Steve mentioned that another consideration for the "Scare on the Square" event is to host a haunted jail at the historic jail. Steve has a contact person for the jail to see if they would be interested in hosting this. Also, the Boy Scouts could help with the decorations at the haunted jail. Mary Ann and Steve will attempt to finalize their plans next week and present their information at the next S.T.A.R. Team meeting.

Economic Development Sub-committee Report—Phyllis Herendeen presented an update on the Historic Register project. We are still waiting on the Historic Register for more information. Chris shared that Phyllis spoke with Judge Kramer and has sought his approval on the purchase of the general liability insurance. Judge Kramer, President of the Courthouse Square Preservation Society, has signed the paperwork for the general liability insurance. Also, Phyllis has paid to Judge Kramer our half of the \$210.00 insurance fee. The General Liability coverage will provide accident insurance needed for the S.T.A.R. Team's First Friday and food booth events taking place on the courthouse square.

Chris also shared a problem she ran into while verifying the use of the insurance for the upcoming S.T.A.R. Team trip to French Lick. Those planning on going to the Awards Banquet at the French Lick Hotel for the S.T.A.R. Team's acceptance of the Community Achievement Award were planning on using the Central Noble School Cougar Van. She found out that the insurance will not cover use of this van. Something has to be added to the insurance policy. Because of this situation, Chris has looked into renting a 15 passenger van. The nearest location to rent one is South Bend. The cost to rent one is approximately \$300.00 and doesn't include the cost of gas. We would have to then drive the van back to South Bend. An additional \$168.00 will need to be added to the insurance in order to cover use of the Cougar van. This additional coverage is good for one year and will be dropped next year. Chris needs a motion allowing her to pay the \$168.00 and then approach the Courthouse Square Preservation Society to approve the additional insurance since they are the policy holder. Terry Dazey asked how many were planning on going. Chris reviewed a verbal list of those showing interest in going. Chris will need to finalize the list by September 14th. A motion was made by Steve Hook to approve the addition and payment of \$168.00 by Chris for the added insurance and to approach the Courthouse Square Preservation Society. Terry Dazey seconded the motion. Motion carried.

Downtown Inventory

Mary Ann asked Chris Magnuson for an update on the Downtown Building Inventory project. Chris said that Terry Dazey is the chairperson of this project. Terry said that he has forwarded about 90 percent of the inventory information to Beth Shellman. After calling Beth and asking her if she has received everything from Terry, Beth said that all the information she's received is in a pile in her office. Beth also said that she has received a request from some of the business owners that participated in the inventory not to release the information to the public. The committee said that most of the information related to taxes and building information is already available on the County's GIS public website called Beacon. Terry said that there is one street that hasn't been done which includes the BP gas station. Mary Ann asked Terry to check with Beth for more information. Chris also asked to have her name removed from this project.

Volunteer hours from August 2012

Mary Ann asked for volunteer hours to be turned in to Kelly covering the period of August 9, 2012 through September 11, 2012. Work hours were forwarded to Kelly Tieman. Steve handed out to committee chairs new volunteer worksheets covering the last quarter of 2012.

NEW BUSINESS:

100 Mile Race at Chain 'O Lakes State Park Update

Mary Ann provided an update for the upcoming 100 Mile Race at Chain 'O Lakes State Park to be held on April 20-21, 2013. Mary Ann met with Sam Boggs in order to discuss the kitchen facility. Mary Ann was able to view the kitchen and has received approval for its use. The S.T.A.R. Team will be providing refreshments and a pasta-style dinner for the runners and their families on the first night. Pizza will be served on the second night. The S.T.A.R. Team will help with the procurement of the pizzas. This will be a money-maker event for the S.T.A.R. Team. Mike Pfefferkorn, organizer of the 100 Mile Race event, shared with Mary Ann that they are hoping for around 200 runners. The event's first deadline is coming up the 15th of October. Chain 'O Lakes will be making their cabins available—the cabins have been reserved for the runners and their families. This is a non-profit event with proceeds over and beyond expenses going back to the Chain 'O Lakes State Park. Parkview and Spiece, and Vera Bradley have agreed to be sponsors of the event. The S.T.A.R. Team will be the exclusive

vendor for food refreshments. Mary Ann asked for a chairperson for this event. Phyllis volunteered and Chris said she should assist. Mary Ann has been asked to be a part of the 100 Mile Race Board.

OTHER BUSINESS:

Mary Ann asked the committee if there was any other business. None was discussed.

Adjournment

A motion to adjourn was made by Terry Dazey and seconded by Kelly Tieman. The motion carried and the committee adjourned at 7:01 p.m.

The next S.T.A.R. Team committee meeting will be held on Wednesday, October 10, 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, S.T.A.R. Secretary

Mary Ann Troutner, S.T.A.R. President