



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

In attendance: Beth Shellman, Chris Magnuson, Darlene Bender, Joy LeCount, Judy Owen, Kelly Tieman, Mary Ann Troutner, Mike Pfefferkorn, Nelson LeCount, Shelli Porter, Steve Hook and Tammy Luce.

The meeting was called to order at 6:43 p.m. by Mary Ann Troutner after having enjoyed a carry-in dinner. 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 October 10, 2012, Minutes

Mary Ann asked the committee if there were any needed additions or corrections to the October 10, 2012, meeting minutes. Beth Shellman pointed out one correction: change “Trick or Trunk” to “Trunk or Treat” –7th line of 5th paragraph, page 3. Chris had two additional corrections: 1) remove “and Beth Shellman” – 2nd line of 3rd paragraph, page 3 and 2) remove reference to her assisting Phyllis Herendeen with refreshments for the 100 Mile Race – 6th line of 2nd paragraph, page 5. Beth made a motion to approve the October 10th minutes as amended. Shelli Porter seconded the motion. Motion carried.

Treasurer’s Expense/Revenue Report

Phyllis Herendeen was not present to give the Treasurer’s Report. The balance as of the last meeting date (October 10, 2012) was \$7,797.10 (\$4,272.10 – General Fund; \$3,525.00 – Mural Fund; \$0.00 – Façade Grant Account).

OLD BUSINESS:

Sub-committee Reports

Projects/Design Sub-committee Report—Tammy Luce presented an update on the mural project. At the last committee meeting, the committee selected the location for the mural. The chosen location is the west-facing side of the Insurance Center at the stop light (Black Building). Beth Shellman followed up with a call to John McGill, building owner, to get his permission. He agreed to the use of his building for the mural to be bolted to the wall.

Darlene Bender was present to give an update on her research involving the decision on what historic pictures to use for the mural. Darlene shared with the committee different pictures which lead to much discussion. With an approved layout—a scrapbook design—already decided, Darlene is seeking a general direction with regard to the timeline and subject matter to use. The general consensus of the committee is to use pictures dating around the 1800’s and avoid modern pictures using vehicles. The theme is vintage Albion. There was discussion as to how many pictures were to be used and how they would be laid out. The photo count should be 4 or more. The

final decision as to the count and layout will be left up to Darlene—this will give Darlene flexibility with the composition of the mural. Darlene reviewed a list of suggested photos so far: the Farris wheel, the courthouse, the train depot, the post office, the carriage house, the opera house, the old high school and the infirmary. The committee liked the idea of using text to describe each picture. Tammy said that it might be necessary for her and Chris to meet with Darlene to discuss the theme and subject matter. However, Chris would rather let Darlene work on her own. The final decision was to have Darlene use the photos chosen so far and to let her add more content as necessary.

Organization Sub-committee Report—Steve Hook provided a report on website design and T-shirt update/orders. There was no update on new website design since the Organization subcommittee did not meet this month. However, Steve mentioned three topics related to the new web design: 1.) the dead line to have the new webpage in place is February-March; 2.) how much of the historic information to carry over to the new website; and 3.) how to handle stories/blogs on the new website.

Steve discussed the situation with the apron orders and said he was disappointed with the customer service he'd experienced with Perry's Country Store in Churubusco. The committee encouraged Steve to let the store know about his dissatisfaction.

Promotion Sub-committee Report—Mary Ann provided an update on the outcome of the "Scare on the Square" event held on October 26th. There were six teams involved with the live Clue game. The winning team was the pastor's family from the Grace Christian Church. The event flowed well with those participating having a good time. There were only 2 groups of people handing out candy for the "Trunk or Treat" event. Some of the businesses had refreshments or candy to distribute. The music was good since it helped to set the mood. The businesses were happy to participate and enjoyed themselves, especially since there was no cost for them. The committee discussed a few items for improving the event for next year such as having more note taking space on the clue card, reducing the payout amount, specifying the number of questions teams can ask at one time, and removing the labels from the back of the clue cards. Also, make sure each participating business has a person stationed to assist with team questions, especially if a business is unable to assist due to being busy with their clientele. Finally, explain the rules to those assisting with game play.

The committee next revisited the mural project with Darlene to finalize which pictures would be used. Chris asked the committee to review the pictures picked out by Darlene, say yea or nay, and let her get on with the project. Darlene reviewed nine selected photos with the committee: the train depot, the old post office, the Bradley House, the infirmary, the first Noble County Courthouse located on the Courthouse Square, the old Albion High School, the Warden House, the Opera House, and the Farris Wheel. The committee requested the insertion of the Black building. Darlene insisted the inclusion of the infirmary because of its historic significance and the fact that it's still in existence. Darlene may or may not include additional photos where needed that fit within the era. Joy pointed out the importance of not using modern vehicles in this project if the theme is to be of vintage Albion and representing a time period where there were no vehicles. Beth Shellman suggested the fire truck be placed in another mural dedicated to public servants. Chris will get with Phyllis to cut an advancement check (covering 50 percent labor and \$1000 for materials) for Darlene to get her started. The committee asked that the mural be finished and ready for unveiling at the first 2013 S.T.A.R. Team event in April or May.

Economic Development Sub-committee Report—Phyllis Herendeen was not present to give an update on the Historic Register project, the grants, or the Indiana Landmarks project.

Downtown Inventory

Beth Shellman gave an update on the Downtown Building Inventory project. The Economic Restructuring Sub-committee has been receiving business inventory photos from Terry with the Design Sub-committee. Beth has finished work with what she has received from Terry and is waiting for additional photos.

Volunteer Hours from October-November 2012

Mary Ann asked for volunteer hours to be turned in to Kelly covering the period of October 11, 2012 through November 14, 2012. Work hours were forwarded to Kelly Tieman

Beth Shellman noted that those who traveled to French Lick, Indiana, should be put down for 18 volunteer hours between 5 a.m. and 11 p.m. for Wednesday, October 3, 2012.

NEW BUSINESS:

Indiana Trail 100 Mile Race at Chain 'O Lakes State Park Update

Mary Ann introduced Mike Pfefferkorn and asked him to give an update on the upcoming Indiana Trail 100 Mile Race at Chain 'O Lakes State Park to be held on April 20-21, 2013. Mike Pfefferkorn said that planning is ahead of schedule. The primary purpose for Mike's visit was to share with the committee the anticipated day-by-day plans for the race. This race is seen as a destination event for Northeast Indiana, benefitting both Chain 'O Lakes State Park and Albion. The race is hoped to be an annual event. So far, over a couple of hundred participants and their families are planned. The final count is not known at this time. This will have an impact on food preparation. The final count should be determined within one week before the race. The race starts at 6 a.m. on Saturday and ends at 12 noon on Sunday. This is the only race of its kind in the entire state.

What is needed from the S.T.A.R. Team is help running a concession stand to provide food for non-runners (primarily on Saturday) and providing a pasta meal Friday night. The concession stand will be located at Sand Lake. Phyllis will be chairing this operation. The pasta meal will be held in a tent located at the Start/Finish line. Beth Shellman may be asking the Eastern Star if they would like to assist the S.T.A.R. Team. The 100 Mile Race group will be providing food for runners only through aid stations.

The committee will need to decide on how to handle shifts and hours of operation. These details will be handled by Phyllis. Mike passed out advertisement cards providing dates, times and other detail on the race to the committee. Mike then thanked the S.T.A.R. Team for their participation with this event. The committee thanked Mike for sharing information on the race and for providing salad and bread for the carry-in dinner.

End of Year S.T.A.R. Team Report

A few copies of a two-page report summarizing S.T.A.R. Team events that took place during 2012 were passed around for review. Mary Ann asked the committee if there were any comments. Items included on the report are displayed below.

- Started out the year with a bank balance (January 1, 2012) of \$2,734.48--\$2,234.48 general fund and \$500 for Façade Improvement Fund. Ended year with a balance of over +/- \$7,700-- +/- \$4,200 for general fund, \$3,525 for Mural Fund, and \$0.00 for Façade Improvement Fund.
- The www.albionstarteam.org experienced over 9,500 visits by the public during 2012.

- Approximately 25 volunteers working approximately 347 hours through October.
- The Economic Restructuring/Project and Design Sub-committees continue to work together to create a downtown business inventory.
- In January, the committee elected Max Weber as President, Mary Ann Troutner as Vice-president, Phyllis Herendeen as Treasurer and Steve Hook as Secretary.
- In February, a new Mission Statement was drafted by Phyllis Herendeen.
- In February, the Projects/Design Sub-committee pursues plans for a downtown Albion mural project.
- In February, the Economic Development Sub-committee submitted three grants (Phyllis Herendeen) and started talks with Mr. Todd Ziegler with Indiana Landmarks about including the entire Courthouse Square on the National Historical Register.
- On March 8th, the first meeting was held for Albion's inclusion into the Back Home Again in Indiana Indianapolis 500 Design Contest.
- In March, the S.T.A.R. Team was introduced to Michael Pfefferkorn, one of the directors of Indiana Trail 100. Michael gave a presentation to the committee in June requesting the S.T.A.R. Team partner with Indiana Trail 100 to hold a 100 mile race in Chain 'O Lakes State Park.
- In March, Max Weber resigns as S.T.A.R. Team President; in April, after reviewing the bylaws, Mary Ann is elected President and Tammy Luce as Vice-president.
- In March, the Promotion Sub-committee presents its list of First Friday events for 2012:
 - April 20th – S.T.A.R. Team Dinner, "Take Pride in Albion"
 - May 4th – Spring Fling, Indy 500 Racing Theme
 - June 1st – Summer Kickoff – Chain 'O Lakes
 - July 6th – Patriotic Theme and Albion Fireworks | Albion-opoly
 - August 3rd – Verandah Visits
 - September 7th – "Come Back to Albion Tailgate Party"
 - October 5th – Harvest Chili Cook-off
 - October 26th – "Scare on the Square" | Live Clue Game | "Trunk-or-Treat" events
- In April, the Projects/Design Sub-committee finished work on the Lucky U Ceramics façade project.
- April 9th through May 27th, various Albion community events were planned and held and the winner of the Indy 500 Competition revealed—unfortunately, it wasn't Albion. However, community involvement and excitement was generated with many asking if an event will be held in 2013.
- In April, the Organization Sub-committee redesigns the S.T.A.R. Team business flyer.
- On April 30, an informational meeting is held by the Economic Restructuring Sub-committee for the purpose of having the downtown historic district listed on the National Register of Historic Places.
- In May, the S.T.A.R. Team committee agreed to provide concessions for the 100 Mile Race to be held in the Chain 'O Lakes State Park on April 20-21, 2013.
- In May, the Mural project is advertised and squares go on sale for \$25 each.
- In June, the committee hosts the Chain 'O Lakes Festival S.T.A.R. Team booth with total sales of \$1,261.26 or so.
- In June, the www.albionstarteam.org is undergoing a makeover to make the website more user-friendly. The revised website should be ready sometime early next year.
- In July, the Organization Sub-committee pursues t-shirts/apron sales from committee members.
- In July/August, the S.T.A.R. Team and the Courthouse Square Preservation Society, Inc. joined forces and purchased General Liability Insurance.
- In September, created a Release and Waiver form to be signed by event participants with assistance from Chris Magnuson.

- In October, the committee took a vote on the location for placing the mural when complete. The winning location was the west side of John McGill's Black Building at the southeast corner of N Orange St and W Main St.
- On October 3rd, a group of S.T.A.R. Team representatives traveled to French Lick, Indiana to accept an Indiana Association of Cities and Towns (IACT) Indiana Community Achievement Award.

Election of Officers

The committee decided to hold elections for the 2013 S.T.A.R. Team Officers (President, Vice-President, Secretary and Treasurer) one at a time. The current Secretary, Steve Hook, will tally votes. The committee opened the floor for nominations for President. Beth Shellman nominated Steve Hook. Steve accepted and the committee moved to close nominations for President. Steve was elected President with a unanimous vote. The floor was then opened for nominations for Vice-President. Steve Hook nominated Mary Ann and Chris Magnuson nominated Tammy Luce. The committee accepted the nominations and closed nominations for Vice-President. A secret ballot was passed out and the tally was in favor of Tammy Luce. The committee accepted nominations for Treasurer and Secretary. Chris showed Steve Phyllis Herendeen's nomination via cell phone and Beth nominated Shelli Porter for Secretary. The committee closed nominations for both officers. Phyllis Herendeen was unanimously voted in as Treasurer. Shelli Porter was unanimously voted in as Secretary.

OTHER BUSINESS:

Purchase of Sign for Advertising

Chris Magnuson shared information on a \$199.50, 26-pound, double-faced sign she would like the committee to consider purchasing. The sign is designed to not tip over by being filled with water or sand and has wheels for easy moving. The sign comes with 314 black and red letters, plus numbers, which can be positioned into 7 lines on the sign. Chris has volunteered to store the sign in her office when not in use. Tammy Luce made a motion to purchase the sign. Beth Shellman seconded the motion. Motion carried.

S.T.A.R. Team Participation with Albion's "Christmas in the Village" event

Shelli Porter suggested the committee have a S.T.A.R. Team booth at the upcoming Dec 7th, "Christmas in the Village" event. Shelli contacted Mike Katz about using his vacant building, the former location of the Studio, for holding a craft show. So far, fifteen booths will be on display at the craft show. This would be an opportunity for the S.T.A.R. Team to hand out information and recruit volunteers. Steve Hook has agreed to run the booth from 4 p.m. to 7 p.m. The booth will hand out free candy and literature. Information about the craft event is included in the Albion New Era's local Community Calendar. No motion was made.

2013 S.T.A.R. Team First Friday Events Discussion

Before adjournment, the committee discussed the events they would like to see continue into 2013. The following events were decided upon. New events could include a bowl-a-thon and a Road Race event—similar to a scavenger hunt. The committee decided not to participate in the Indy 500 Decoration event. The Race Car Parade has been requested from Albion residents.

- April/May (TBD) - S.T.A.R. Team Dinner – Vintage Albion or Albion Heritage as themes
- June 7th – Chain 'O Lakes S.T.A.R. Team Booth

- July 5th – Albion-opoly | Albion Fireworks
- August 2nd – Verandah Visits
- September 6th – Come Back to Albion Tailgate Party
- October 4th – Harvest Chili Cook-off (*possibly host chili cook-off in downtown businesses*)
- October 25th /26th – Scare on the Square | Trunk or Treat | Live Clue Game

A Promotion Sub-committee meeting to finalize the above list of events will be held on November 28th, 2012, at 5 p.m. at the Lucky U Ceramics.

Adjournment

The committee adjourned at 8:45 p.m.

The next S.T.A.R. Team committee meeting will be held on Wednesday, January 9, 2013, 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