



**Super
Town of
Albion
Revitalization
Team**

www.albionstarteam.org

A member of OCRA's Downtown Affiliate Network,
associated with Indiana Main Street

Monday, June 27
6 pm, El Mariachi Restaurant

Meeting Minutes

Meeting minutes prepared and submitted by Lori Gagen on behalf of Gary Gatman on June 30, 2022.

Call to Order

The Albion S.T.A.R. Team meeting was called to order by President Steve Hook at 6:06 p.m. Steve lead the group in prayer.

Board Members Present: Ann Kilgore, Dawn Jones, Emma Spink, Lori Gagen, Mary Ann Troutner, and Steve Hook.

Meeting Minutes

The May 31, 2022 meeting minutes (last board meeting) and those of the Courthouse Square Preservation Society's annual meeting attended on June 4, 2022, were tabled because members had not had ample time to review to approve. Approvals will be on the agenda at the next board meeting.

Treasurer's Report

Mary Ann shared an update with the team. She reported a beginning bank balance of \$6,597.62 with income of \$5,457.03, expenses of \$1,376.02, leaving a balance of \$10,678.63. This balance does not reflect additional income received via PayPal but not yet available to transfer to checking. \$4,432.03 of reported income reflects a transfer of funds from the Courthouse Square Preservation Society (CSPS) closing out the bank account so that the Albion STAR Team, doing business as CSPS, can officially assume fiscal responsibility for the CSPS mission. Lori made a motion to approve the report, seconded by Ann, and passed unanimously.

Volunteer Hours

Steve passed the volunteer hours spreadsheet around for review and to have volunteer hours added by those present. Volunteers are reminded to make sure to notify Steve of any additional hours needing reported.

Sub-Committee Reports and Projects

Organization

- **Fireworks July 1:** Brief discussion confirmed STAR Team members are set to offer face painting (Dawn and Mary Ann), sell glow bracelets and necklaces (Lori and her husband, Dan), and raise awareness and fund raise in support of the gazebo repairs needed (Steve). Set-up will be at 7 PM in the area of the Asbury church.
- **CSPS annual meeting business:** Steve and Lori provided updates as to the official business conducted on June 4 at the annual meeting of the CSPS (reflected in minutes of the meeting). To summarize, a quorum of the CSPS board of directors approved a roster of new members to include all of those currently engaged in the STAR Team. This was followed by a quorum of the board electing new board members from the membership. Then, a quorum of the newly appointed board elected an executive committee of: Steve Hook, President; Lori Gagen, Vice President; Mary Ann Troutner, Treasurer; Gary Gatman, Secretary. Next steps agreed upon are for a task force consisting of Everett Newman, Lori Gagen, and Steve Hook to prepare recommended changes to the CSPS By-Laws to better reflect the newly combined missions. Lori noted for the team that Don Shultz also agreed to assist Mary Ann in setting up a chart of accounts so that monies that are restricted to specific purposes can be more easily managed and reported upon. For example, there is grant money earmarked only for gazebo repairs and other monies earmarked only for the pocket park project.
- **Indiana Main Street annual assessment:** Steve reported that the annual assessment by Allie Daugherty from the Office of Community and Rural Affairs (OCRA) went well. A report will be coming at a later date.

Project/Design: (Dawn Jones-Chair)

- **Mr. Noble Bison:** Steve reported that Leatherman's have still not done anything to Mr. Noble. He will follow up and ask that they just get it done in a way that preserves the current state and not worry about perfection.
- **Pocket Park:** There was some discussion around having the town deliver the picnic table and bench so that the team can figure out how to lay out the park space and determine what other elements are desired. Once the team does this, it can approach Jacob with any additional needs/opportunities. Dawn suggested repurposing any cedar from the gazebo work to make flower boxes and/or a base for Mr. Noble. Lori suggested we buy mums for this fall season, then plant boxes in spring 2023.
- **2013 Mural:** Steve plans to reach out to Alexandra Hall, a Fort Wayne artist, muralist, and public art consultant to see if she can offer any consultations to determine a budget for the mural project. Gary Gatman has agreed to submit a grant proposal as the property owner, which could help cover a portion of costs.

Promotion: (Mary Ann-Chair)

- **Market on the Square:** Lori offered information from discussions with Kayla Traylor, market coordinator, saying that the market is struggling to get vendors and foot traffic, but that some shoppers return each week. The two have heard from Kendallville that their market is also struggling with foot traffic and vendor consistency. With over 150 vendors registered there, their coordinator says only one vendor comes consistently. Kayla remains willing and enthusiastic to keep trying!
- **June 3 Life Size Games:** Mary Ann reported the event was well attended and wound up costing \$100 after all income/expenses, which the team agreed was rather good since the event is still newly expanded and the group continues to try new things to engage people downtown.
- **June 8 Kiddie Games:** Rained out. The group confirmed there is no candy leftovers due to the successful parade handouts. The walking entry won first place and \$25.00!
- **July 29 Albionopoly:** Mary Ann reported that 23 squares have been sponsored so far (out of 40) and four teams have registered to play. She has calls in to Scott Cole to emcee and will reach out to

Stevie Lemish to be Mr. Monopoly. The deadline for paper sponsor applications was June 24 so she will begin calling others to fill the board.

- **Fall Celebration:** The group set a Program Committee meeting to discuss and assign tasks and set a timeline for planning. The committee will meet at 5:30 PM on July 19 at the Be Noble (EDC) office meeting room. Lori will call Larry Palmer to share an invitation to join. Larry has indicated the Noble County Gas & Steam are interested in selling caramel (kettle) corn and displaying equipment. Lori also reported a clogger group will perform (time TBD), another entertainer lead has been shared, cornhole is still a possibility, and Eta Theta Chapter of Tri Kappa wants to be a vendor. Lori mentioned that she has talked to Jacob Ihrie about having Ligtel set up a wi-fi hotspot on the square, which would help with the cornhole tourney and other activities. Dawn advised Emma she has a lead on lots of free wood lathe for making scarecrow frames.

Economic Vitality: Lori reported that based on some informal conversations with Jacob there may be some opportunities ahead for the STAR Team to engage with property and business owners in ways that can help develop more relationships. This might happen through downtown planning efforts, promoting RDC façade grants, etc. The group agreed we need more engagement from merchants.

New Business

None

Adjournment

A motion and second were made to adjourn at 7:32 PM. The motion carried.

Next Meeting

Program Committee meeting focused on Fall Celebration: July 19, 6 PM at Be Noble office
Board of Directors meeting: July 25, 6 PM at Be Noble office