



**Super  
Town of  
Albion  
Revitalization  
Team**

[www.albionstarteam.org](http://www.albionstarteam.org)

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

Monday, November 7, 2022  
6 pm

**Meeting Minutes**

Meeting minutes prepared and submitted by Steve Hook on Dec. 23, 2022.

**Board Members Present:** Ann Kilgore, Steve Hook, Dawn Jones, Everett Newman, Lori Gagen, Mary Ann Troutner, Matt Young, and Steve Hook.

**Call to Order**

The Albion STAR Team meeting held at the Be Noble Office was called to order by President Steve Hook at 6:12 pm.

**August Meeting Minutes**

Mary Ann made a motion to table the August meeting minutes because there wasn't sufficient time for board members to review them. The motion was seconded by Lori and the motion passed unanimously. No STAR Team meetings were held during September nor October.

**Treasurer's Report**

Mary Ann shared a financial update with the team that wasn't complete mainly due to confusion with the new format. The new format separates general fund/unrestricted resources from resources that have been given to the STAR Team for specific purposes (e.g., the gazebo, flowers, and pocket park). The current bank balance for the STAR Team checking account is \$9,327.60. The Treasurer's report was tabled to allow time for Mary Ann, Lori Gagen, and Steve Hook to meet and to review the financials.

**Volunteer Hours**

Steve passed the volunteer hours spreadsheet around for review. STAR Team members added hours that they have volunteered for various activities for the months of September through November.

**Cut Necessary Checks**

Mary Ann cut checks for Lori Gagen of Catchy Creations invoices and for drone pictures taken by John Wakeman (Fly Guy) of the 2013 mural hanging on the Fox Den building. A motion to pay these bills was made by Ann and seconded by Dawn. Motion passed unanimously.

## Sub-Committee Reports and Projects

### Organization

- **Report on Day of Caring (Sept. 16<sup>th</sup>):** The STAR Team's participation in the Central Noble School's Day of Caring event went well. The STAR Team had groups of Central Noble High School students work on the following projects: remove weeds and cut back flowers in the flower bed surrounding the Courthouse Square water fountain; remove lattice panels from and power wash the gazebo on the Courthouse Square; apply stain to the concrete in the area slated for the pocket park; paint a railing and door trim for the Be Noble building; and assemble planters. The STAR Team purchased \$5 gift cards from the Fox Den and handed them to the students in appreciation of their hard work. Steve, Lori and Gracie with the Noble County Convention and Visitor's Bureau assisted with students.
- **Prepare and file annual IMS ODAN report:** It's that time of year for the STAR Team to file the Indiana Main Street ODAN report due by January 15<sup>th</sup>, 2023. This report provides a summary of the things accomplished by the STAR Team in 2022. There is an online application to be filled out by Steve Hook.
- **STAR Team annual 2022 report:** President Hook handed out his 2022 STAR Team Year in Review report. It provides a summary of events and activities that took place during each month of 2022. We had approximately 481 volunteer hours tallied by November 7<sup>th</sup>. We will have more hours to report for the remaining year.
- **Sign up for the NoblePalooza 2023 event:** we need to sign up for the upcoming NoblePalooza event scheduled for Saturday, March 11, 2023, 10 am to 1 pm at the Community Learning Center in Kendallville, IN.

### Project Design

- **Mr. Noble/2013 Mural:** Steve visited Leatherman's Body Shop and viewed the finished work on Mr. Noble. The fee to be paid is still \$500. Matt Young attended tonight's meeting where we discussed a time for Leatherman Construction to move and relocate Mr. Noble into the pocket park as well as to disassemble the 2013 mural and place it in a storage facility provided by Albion Town. Matt thought this work could be accomplished sometime in December.
- **Pocket Park:** The project team is working on the pocket park to be located next door to the EDC building and next to one of the public parking lots. Concrete staining and painting of the handrails have been completed. Lori informed the board that the Albion RDC approved funds for a vinyl fence to replace the existing chain-link fence. Lori has received a quote of \$2,500 from Yoder & Son Fencing. A motion was made by Mary Ann to move forward with purchasing the vinyl fence. The motion was seconded by Ann and approved unanimously.
- **Gazebo Repairs:** Steve and Dawn met with the County Commissioners and asked about moving forward with repairs on the gazebo. They approved the proposed work to be done. Dawn will be working on a plan to replace the lattice work with a new design, finish power washing the wood, making repairs to seats, and purchasing new solar lights to be hung on the posts. Work is also slated for leveling the brick floor.
- **Report on Albion Market:** Kayla Trayler wasn't present to provide a report on this year's Albion Market. This year's market was run from 11am to 3pm on Mondays with an additional market every other Saturday (coordinated with other farmer's markets in the county so as not to duplicate Saturday events). Locally, attendance has been sparse with vendors being tough to recruit. Lori reported that Kayla has agreed to continue participation with this event moving forward into 2023.
- **Take down scarecrows and disassemble:** Dawn and Steve will be working to take down scarecrows placed on light posts downtown sometime before Thanksgiving.

## Promotion: (Mary Ann-Chair)

- **Event Reports:** Highlights of the following events were discussed:
  - *September 17 Fall Celebration/Cruise In/Scarecrow Seminar:* This year's event went from 9 am to approximately 3 pm. It was well received by those in attendance. The corn hole tournament, coordinated by Doug Ebey, drew people from surrounding communities (and even states) and was a success. A prize purse of \$2,000 was offered thanks to a \$1,000 donation from Noble County Disposal in addition to the \$1,000 offered by the STAR Team. Trent Boston was not available to provide live music; however, a Mexican band was provided by El Mariachi restaurant and played in front of their business. Their music was a big surprise but was well received. Many vendors participated with many running out of supplies. Dawn ran the scarecrow seminar with help from Greg Leatherman and wife. There were also many cars participating with the Cruise in portion of the event. We also had a few steam tractors on display. All-in-all this year's event went without a hitch and the weather couldn't have been more beautiful.
  - *October 28 Scare on the Square/Live Clue/Trunk-or-Treat:* This event also had great weather this year. The event ran between 5 pm to 7 pm. There was much to do for those in attendance. We had 21 trunk or treat participants along with the Party on the Town food vendor truck. There were six groups that participated in the Live Clue Game. There were seven perpetrators provided by Central Noble High School along with seven participating businesses. Central Noble Schools also provided a haunted school bus. The Noble County Library set up a table at the northeast corner of the Courthouse Square to hand out coins for use at the Harry Potter event happening the next day at the Albion Library. We also had participation by the Noble County Volunteer Fire Department. It was a great night overall.
- **December 2 Christmas in the Village planning:** This Albion Chamber event is being chaired and managed by Tammy Luce. Steve will be participating with Tammy on the night of the Lights Parade.

**Economic Development: (Gary Gatman-Chair)**—This report was tabled.

## New Business

- **Police Booth decorations/watering flowers schedules:** Steve Hook will be responsible for scheduling groups to decorate the Police Booth while Lori Gagen will manage the water flowering schedule.
- **Finish review of the bylaws/adoption:** Lori has prepared her recommendation for the STAR Team bylaws and has handed them over to Everett Newman for his review.
- **Golf cart storage/maintenance/insurance:** Lori will be managing the golf cart. The cart will be stored at Newman & Newman Law Office in their garage. Lori stated that one of the tires needs repaired—it has a slow leak.
- **Prepare/submit DLGF E-1 filing by early February 2023:** Steve will manage the submission of this filing.
- **Bistro tables at pocket park:** The bistro tables located at the pocket park will be stored at Newman & Newman during the winter. Lori is managing this effort.
- **Community Exchange at Auburn, IN:** The Auburn Main Street organization will be hosting a Community Exchange on Friday, November 18<sup>th</sup> from 8 am to 4 pm at the Auburn Cord Duesenberg Museum. Steve Hook plans on attending this event. Dawn, Everett, and Ann may also be attending.

## Adjournment

A motion was made to adjourn and it was seconded. The motion carried. The meeting ended at 7:05 pm.

**Next Meeting**

The next STAR Team meeting will be held on Monday, January 30, 2023, 6PM at the Be Noble Office located at 110 S Orange St.