



**Super
Town of
Albion
Revitalization
Team**

www.albionstarteam.org

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

Wednesday, March 25, 2026

Meeting Minutes

Meeting minutes prepared and submitted by Gary Gatman

Attendees: Lori Gagen, Steve Hook, Mary Ann Troutner, Gary Gatman, Pattie Gatman, Kelly Spear, Kayla Traylor and Guests

Call to Order

The Albion STAR Team annual meeting was called to order by President Lori Gagen at 5 p.m.

Annual Meeting Information

Lori shared a slide deck with guests that included the following information:

- Overview of STAR Team including organizational structure, the 4 pillars of main street development, governance structure and relationship to Indiana Main Street program.
- Recap of 2025 activities and highlights including major downtown-focused events, projects and promotions. It was shared that 2025 saw 80 total volunteers who contributed 755 volunteer work hours in support of STAR Team activities.
- The 2025 financials were reviewed showing revenue and expenses for the year
- 2026 work plans were also reviewed so guests would know what to expect from the STAR Team in the coming year. A specific discussion occurred on the opportunity to use seasonally-themed flowers in the downtown.

Meeting Minutes

February 2026 meeting minutes were reviewed. There were no questions or amendments. A motion was made to approve the minutes. There was a second to the motion followed by a unanimous vote to approve the February meeting minutes.

Financial Statements/Information

An update was shared that reviewed STAR Team financials ending December 31, 2025. The beginning bank balance was \$11,085 (with \$6500 unrestricted) and there were minimal expenses since the last report. There was a motion to approve the financial statements as presented, there was a second, and the team voted unanimously to approve. Steve had two items totaling \$31.79 that needed to be reimbursed. After a review of these expenses, there was a motion to approve reimbursement to Steve Hook, there was a second, and the team voted unanimously to approve the expenses.

Regular STAR Team Business

Lori noted that rack cards promoting STAR Team downtown events are at the town hall and ready for distribution with soon-to-be sent water bills. More rack cards are available if needed.

The Summer Kickoff is planned for May 29th, and the following items were discussed in planning for this event:

- Kid-friendly games are planned on the courthouse lawn including a bubble machine, lawn-sized connect-4 and others.
- A lengthy discussion occurred about an opportunity to bring a band to the event. Locations for a stage were discussed given the road construction that is planned for downtown. After much discussion, it was determined that the band would be a better fit for the fall celebration.
- There are 23 vendor spots available. Food vendors will focus on local nonprofits such as the Legion and other local options such as 2Amigos and others. It was agreed that nonprofits would be charged \$15 for a location at the event while for profit businesses would be charged \$25. Vendors will be able to sign up online.
- Albionopoly will take place again in the courtyard at the Annex. Registration will soon open online.
- There will be a car show on the same day, and the STAR Team will need to coordinate with this event as we have in the past.
- An Event Application will need to be formally presented to the Town for approval. Mary Ann will complete the event application which will detail which streets need to be closed and when.

With the gazebo fully restored on the courthouse lawn, there is an opportunity to decorate the gazebo with patriotic themed banners and flowers to coordinate with the America 250 celebration. Kayla shared thoughts on how to make this happen and will bring a budget for this to the next meeting of the STAR Team. There is also a need to finalize the dedication plaque for the gazebo in recognition of the local donor who made the restoration possible. Lori and Mary Ann will work on language for the plaque.

The mural project was discussed. A quote of \$18,000 was received from a local artist but this is not within budget. Gary and Pattie will explore other options with local vendors this summer.

New Business

- Officer nominations were accepted and after a brief discussion, a motion was made to recommend the current set of officers for another term. There was a second to the motion and team voted unanimously to approve the slate.
- There was also discussion about amending the bylaws to reduce the size of the board to 9 given the challenges that have been faced in recruiting board members. There was agreement with this approach and Lori will work on language to codify this in the bylaws.

Adjournment

A motion was made to adjourn. The motion was seconded and was approved by unanimous consent. Meeting was adjourned at 7:05 PM.