



**Super
Town of
Albion
Revitalization
Team**

www.albionstarteam.org

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

Wednesday, February 28, 2024

Annual Meeting Minutes

Meeting minutes prepared and submitted by Gary Gatman on 3/22/2024.

Call to Order

The Albion S.T.A.R. Team meeting was called to order by President Steve Hook at 5:07 p.m. This was a public meeting with guests from the community at large so a quick round of introductions was made.

Treasurer's Report

Mary Ann (Treasurer) shared a financial update with the team. The current bank balance was reported to be \$16,632.68. This reflected income from a chamber donation for downtown flowers and expenses that were associated with small business Saturday (maps, marketing, promotions) and website hosting. There was a motion to approve the financial statements as presented, there was a second, and the team voted unanimously to approve.

Volunteer Hours

Board members were reminded to continue keeping track of their volunteer hours. Hours can continue to be reported to Steve Hook.

Annual Meeting Presentation

A presentation to community leaders and guests was made by Steve Hook with support from other STAR Team members. Information that was shared included all of the following:

- Information was shared about the STAR Team, its history/mission/vision, its current leadership and committee structure, and its role as an affiliate to the National Main Street Program.
- A recap of events and activities held in 2023 including multiple public events designed to draw visitors to downtown Albion, a new pocket park, a new small business Saturday event that was done in partnership with the local chamber, and ongoing promotion and marketing efforts.
- The current board of directors was reviewed. It was noted that there are two open seats on the board of directors so if anyone in attendance has any interest in being part of the team they could let a current STAR Team member know.
- STAR Team financials were reviewed, including primary sources of income, the 2024 budget (both income and expenses), and anticipated funding.

- STAR Team 2024 events and work plans were reviewed which included a series of downtown events, continued work on the new pocket park, Gazebo renovation plans and timelines, mural repair efforts, and general marketing and promotion of downtown main street businesses.

Other Business

Several additional quick agenda items were reviewed:

- Noblepalooza plans were shared to ensure a STAR Team presence at the event and participation in the door prize efforts of the event.
- Meeting minutes from the January 2024 STAR Team meeting were reviewed. There was a motion to approve the minutes as presented, there was a second, and the team voted unanimously to approve.
- It was noted that STAR Team officers will be selected at the March meeting.
- There was discussion about an opportunity to support a grant request being made that could secure funding to restore the safe in the new county annex building. The STAR Team could play the role of serving as the fiscal agent for the project through its current 501(c)(3) structure. After some discussion, Steve agreed to get some additional information about the project and the requested role the STAR Team would play. Steve will share what he learns at the March meeting.
- Lori reminded everyone that the Albion Chamber was doing a survey of its members and the larger community to assess what is most needed/desired from the Chamber. Those in attendance were encouraged to complete the online survey if they had not already done so.
- Steve updated the board on a response that was received from the state to a required report submission. Additional information has been requested and will be provided by the April 1 deadline.
- Lori discussed a potential project that the STAR Team could support which was the replacement of street banners that hang from the light poles throughout the downtown area. While no theme for the new banners has been identified, the STAR Team could play a role in helping to identify this theme.

Adjournment

With no further agenda items to cover or questions to answer, those in attendance were thanked for coming to the annual meeting and a motion was made to adjourn. The motion was seconded and was approved by unanimous consent. Meeting was adjourned at 6:41.