



**Super
Town of
Albion
Revitalization
Team**

www.albionstarteam.org

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

Wednesday, April 23, 2025

Meeting Minutes

Meeting minutes prepared and submitted by Lori Gagen on May 28, 2025. Secretary Gary Gatman was absent. Attendees: Steve Hook, Mary Ann Troutner, Helen Newman, Everett Newman, Lori Gagen, Evonne Taylor, and Kelly Spear.

Call to Order

The Albion STAR Team meeting was called to order by President Lori Gagen at 5:35 p.m.

Minutes

No minutes were available for the annual meeting held on March 26. Lori will follow up with Gary to see if he has notes and can prepare them for review at the next meeting. Steve noted he has a recording, if needed.

Financial Statements/Information

Mary Ann (Treasurer) shared a financial update with the team. The current bank balance was reported to be \$16,809.94 with two expenses paid: \$16.17 to Steve Hook to renew the website domain and \$27.45 to Lori Gagen, reimbursement for a gift card given away at NoblePalooza.

Steve brought the 2025 rack cards to the table and members took some to help distribute. Mary Ann requested approval to purchase three rolls of Forever stamps, as postage rates are projected to keep rising. Lori made a motion; Kelly seconded it and the motion passed.

Lori noted the availability of grants that could help fund projects, including the mural removal/replacement. Finding consensus in the group, Lori said she will draft a grant application to submit to Visit Noble County seeking funding for the project and noted the Operation Roundup REMC grant may also be an option.

The financial report was filed.

Volunteer Hours

A sheet was passed around for board members to record volunteer hours.

Committee Reports

President Gagen noted the new format of the meeting agenda, which includes all 2025 Work Plans, for continued tracking and reporting.

Organization (Lori Gagen, Chair)

- **2025 Work Plan project sheets** – Lori asked if anyone had filled out Work Plan budget sheets; none were completed or submitted.
- **Flowers at Bicentennial Park & Celebration Station** – Lori and Steve will collaborate in the coming weeks, as weather allows, to purchase and plant flowers.
- **Flower Watering** – Lori reported she has sent emails and posted the opportunity on Facebook to recruit/identify volunteers to water flowers this summer.

Project Design (Dawn Jones, Chair)

- **Landscape at Fountain** – Mary Ann reported that Newmans have transplanted several perennials to the landscape. Mary Ann will follow up with the Master Gardeners at the Chain O’ Lakes Re-Entry program and ask for their help to clean out and treat to kill thistles growing there. She also noted more mulch will need to be added.
- **100 S Orange Mural Maintenance** – No updates were provided.
- **Gazebo Renovations** – No updates were provided.
- **CN Day of Caring** – No updates were provided.

Promotions (Mary Ann Troutner, Chair)

- **Summer Kick-Off May 30** – Steve reported that the county okay’d the use of the Annex courtyard for Albionopoly, provided only regular sidewalk chalk is used and the area is cleaned when the game is done. Mary Ann and Steve will work on planning for the activity. Steve noted he would like to borrow a chalk line to mark the game board and that he will begin working on solicitation letters for sponsorships so they go out ASAP. Lori suggested if provided the list of square sponsors, she can make a sponsor banner the Team can use all summer to recognize their gifts. Lori made a note to update the website so that online orders can be placed for square sponsorships and team registrations.
- **Chain O’ Lakes Kiddie Games June 4** – Those present noted that Dawn has some big games that can be used. Mary Ann said she will not be available, so she will check in with Ann Kilgore to see if she will volunteer to help, noting she likes to prepare candy prizes for the kids.
- **Chain O’ Lakes Festival Parade June 7** – Helen Newman volunteered Kayla Traylor to take care of making an entry in the parade on behalf of the STAR Team. Kelly said she is happy to help. Workers will need to know the parade theme. Lori said she will get with Kelly about some decorations/banners that may be used.
- **Fall Celebration September 20** – Mary Ann noted that Eta Theta Chapter of Tri Kappa has already indicated they want to have a food booth. Lori noted she will call Larry Palmer to give him the date for planning, for the Gas & Steam Association group.
- **Scare on the Square October 24** – No updates were provided.

Economic Development (Pattie Gatman, Chair)

- **Summer Sidewalk Sales** – No updates were provided.
- **Ladies’ Night** – No updates were provided.
- **Small Business Saturday November 29** – No updates were provided.
- **Christmas in the Village December 6** – No updates were provided.

Adjournment

A motion was made to adjourn. The motion was seconded and was approved by unanimous consent. Meeting was adjourned at 6:40 p.m.