



**Super
Town of
Albion
Revitalization
Team**

www.albionstarteam.org

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

Wednesday, May 22, 2024

Meeting Minutes

Meeting minutes prepared and submitted by Steven Hook on 5/25/2024.

Call to Order

The Albion S.T.A.R. Team meeting was called to order by President Lori Gagen at 5:08 p.m. Those present included: Lori Gagen, Steven Hook, Mary Ann Troutner, Dawn Jones, and Jacelyn Hawk. No quorum was met, so meeting minutes and Treasurer's report were tabled. No official business was conducted.

Volunteer Hours

No volunteer hours were tallied.

Cut Necessary Checks

There were no checks required to be issued at this meeting.

Sub-Committee Reports and Projects

Organization

- **STAR Team Board Seat Vacant:** Emma Spink has officially resigned from the Board. Lori plans on sending out an email to those included on the WIX email list, considered our community email list, notifying them of this opening.
- **STAR Team Vision Statement:** There was discussion about establishing a new STAR Team vision statement. A vision statement is more about outcomes. Lori asked the board as to what the Board members would like to see the Town of Albion look like if the STAR Team mission is accomplished.
- **STAR Team tax and business reporting:** Steve has submitted the annual IMS ODAN report to OCRA. He has submitted the 990N IRS post card, has submitted the 2022 and 2023 E-1 reports through the Indiana Gateway for the Indiana Dept. of Local Government Finance (this reporting is due within 60 days of the end of our fiscal year) with Lori signing off on the 2023 report, and has signed up to maintain both the INBIS Business report (due by Aug. 2024) and the NP-20R (due next May 2025).
- **Albion Town \$5,000 funds:** The Albion Town Council at their May 14th meeting approved \$5,000 funds to the STAR Team.

Project Design

- **Pocket Park design work:** The pocket park is now officially known as “Bicentennial Park.” Lori and Dawn have come up with a plan to use 5 whisky barrels cut in half to hold 10 ft. long poles set in quit Crete and run 8 strands of lights 27 ft in length from the poles to the EDC roof. Cory Miller with the Albion Street Dept. will be helping to string up the lights. Solar panels for the light strands will be mounted upon the 10 ft. poles.
- **Watering of flowers:** Lori has created a watering flowers schedule. The team of volunteers will continue to handle this function using the STAR Team’s golf cart. The flowerpots placed around Courthouse Square are expected to be in place within the next week or two.
- **Planting and maintenance of water fountain flowers:** Mary Ann has been working with Doug Foley with the Chain O’ Lakes Corrections Facility to plan the flowers around the Courthouse Square water fountain. The STAR Team has set June 3rd as the day for planting flowers at Bicentennial Park and in the Celebration Station Alley. Dawn stated that a couple more loads of mulch is needed at the water fountain. She also stated that it’s possible to spay older mulch to rejuvenate it.
- **Mural repairs update:** Lori has been working on two quotes for mural repairs. One quote is from Dan Brogan Outdoor. His quote involves either mounting a copy of the mural directly on the brick wall or wrapping one on a board and mounting it on the brick wall. The second quote is from Allen at The Wall Printer—this quote involves taking an image of the mural that has been Photo Shopped and printing it on new boards.

Promotion Planning

- **Albionopoly event (May 31st):** Mary Ann discussed current details about the Albionopoly event. Board sponsors are almost complete with three remaining. Jennifer with Bosch has paid for three teams to be signed up at \$25 each. We will seek to borrow six walkie talkies from the Noble County Emergency Management Agency. We will seek to use Greg Leatherman’s PA system once again. Mary Ann will be asking Ann Kilgore to sign teams up and to ask Teri to be Banker. Painting of board spots will commence at 4:30 pm on Thursday, May 30th by meeting at the Police Booth. Steve will seek permission from the County Commissioners for use of the Courthouse Square sidewalks for this event.
- **Use of STAR Team Golf Cart for Memorial Day Parade:** Mary Ann was given permission to borrow the gulf cart for use in Albion’s Memorial Day Parade.
- **STAR Team’s Chain O’ Lakes Parade float entre design work:** Jacelyn and Betsy are working on plans for the STAR Team’s Chain O’ Lakes Parade float.
- **Chain O’ Lakes Kiddie Games (June 5th):** The STAR Team will once again participate in the Chain O’ Lakes festival by running the Kiddie Games. Steve will seek permission from the County Commissioners for use of the County Annex Building’s courtyard for this event.
- **Participation in Albion’s 4th of July Fireworks:** Those present briefly spoke about our possible participation in this event. It was suggested that we invite Casey Meyer to our next meeting to discuss this.
- **Harvest Fest event planning:** Those present spoke briefly about what this event may be like. It was stated that Doug Eby is available to host a cornhole competition during the event and sell alcohol. Having a large prize award was discussed to encourage participation. It was also discussed limiting out-of-county food vendors so as to not compete with the local restaurants. We should consider working more closely with non-profit vendors.

Economic Development

- **Albion Chamber History walk:** Lori discussed information gathered from a proposed Chamber history walk that never took place. She plans on working with Construction Manager Jason Chef to gain access to the Courthouse and take pictures from the clock tower that will be positioned in the same place as pictures taken back in the 1800's.

Adjournment

A motion was made to adjourn. The motion was seconded and was approved by unanimous consent. The meeting was adjourned at 6:09.