



**Super
Town of
Albion
Revitalization
Team**

www.albionstarteam.org

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

Wednesday, January 28, 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, Everett Newman, Kayla Traylor

Call to Order

The Albion STAR Team meeting was called to order by President Lori Gagen at 5:30 p.m.

Meeting Minutes

December 2025 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 December meeting minutes.

Financial Statements/Information

Lori shared an update with the team for financials ending December 31, 2025. The beginning bank balance was \$11,960. There were minimal expenses in December and the month ending bank balance was \$11,716.61. There was a motion to approve the financial statements as presented, there was a second, and the team voted unanimously to approve. Additional financial-related items discussed at this point include:

- The Gazebo project is completed, all invoices have been paid, and the Gazebo fund has been closed out.
- There is a small balance in PayPal and Mary Ann is working on getting into the account to move that balance to our accounts.
- There were no new expenses to pay so no checks were cut.

Volunteer Hours

Lori passed around the volunteer hours tracking sheet for board members to record any volunteer hours they have worked in support of STAR Team efforts.

Organization Committee

Lori shared that the required ODAN report was filed on time and officially closed out last year with Indiana Main Street.

There was a lengthy discussion about the county's America 250 all-in block party that is scheduled to occur in downtown Albion around the courthouse. The discussion focused on ways the STAR Team can support this

event since it is occurring in downtown Albion. While event details are still being finalized at the county level, several ideas were brainstormed about possible STAR Team involvement with the event:

- Promotional signage leading up to the event was discussed. Lori reported that 4 signs that could be placed around the courthouse and this will cost \$166 if we use our current sign bases for the event. There was a motion to approve this expenditure, there was a second, and the team voted unanimously to approve the signage expense. Lori will work with the vendor to get the signs done.
- There was discussion about possible activities the STAR Team could sponsor as part of the event. Two possibilities discussed were: (1) to rent a bounce for kids to play in at the event and (2) to have a large bubble wand station where kids could bubble engage in bubble play. As details get finalized at the county level, the STAR Team could pursue these or other ways to support the event.
- Decorating the newly remodeled gazebo was also discussed. Red, white and blue draping and lighting were discussed as possibilities since the event was tied into the America 250 event.
- There are questions about available bathrooms for the event, and it was also discussed that the STAR Team could offer to help with this issue if needed.

Project Design Committee

Dawn has resigned her position with the STAR Team so a new chair was needed for this committee. Kayla volunteered and there was overwhelming support for having her in this role. Discussions focused on:

- There is an opportunity to clean up and paint the wall behind the Mexican restaurant. If the wall was painted white, a new small art project could be installed on the wall which is on the southern entrance into the downtown. Kayla will reach out to the building owner to see if we can work together on getting something done. The possibility of having the Central Noble art class work on this project was also discussed.

Promotion Committee

This year's rack card design was shared and reviewed with the team. Lori could order 2,000 rack cards and the cost would be no more than \$400. With a couple small changes noted to the content on the rack card, there was a motion to approve the purchase, there was a second, and the team voted unanimously to approve purchasing rack cards. As we do each year, a request will be made to the town to insert a rack card into the April water billings to ensure every household in Albion gets information about planned events.

There was a lengthy discussion about this year's summer kickoff event. There was a strong desire to ramp up this year's event and a wide range of thoughts were shared about how to accomplish this. Brainstormed ideas include having a band that would bring a following to the event, a vendor marketplace and/or a vendor flea market, food trucks, a bounce house for kids, and other kids play activities. Two additional topics were discussed. First, Albionopoly will be part of the summer kick-off event. Mary Ann and Kayla are working on this. There was discussion about increasing the winner's prize (perhaps gift cards from downtown businesses) as an incentive to increase community participation. And second, there was a discussion about the need for every downtown food business to be contacted before food trucks become part of the event to give them the opportunity to be part of the event. Kayla will work on a finalized budget and plan for the event and share it at the next STAR Team meeting

Old/New Business

- With gazebo repairs completed, there was discussion about the re-dedication and dedication of the gazebo. Mary Ann will work on a plan for this that will include a role for the financial supporter of this project and a permanent marker that recognizes their support.
- Lori recommended that, as in the past, the STAR Team make its March meeting our official annual meeting where community members are invited to participate. Everyone agreed and Lori will begin making appropriate arrangements.
- There was also a quick discussion about changing our current bylaws to include a revision on the number of individuals that must be on the STAR Team board. Everyone agreed and this will be discussed at the next meeting.

Adjournment

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