

**Lake Odessa Area Arts Commission
Page Memorial Building
839 Fourth Avenue
Lake Odessa, Michigan 48849
Regular Meeting Minutes
October 11, 2021**

Meeting called to order 7:02 pm by Chairperson Hermes.

Roll Call: Margaret Hermes, Patrick Reagan, Carrie Johnson, Nancy Mattson, Karen Banks

Absent: None

Motion made by Reagan, supported by Banks to approve the agenda as presented.
– motion carried by voice vote of members present, 5-0.

Public comment – no public comment was heard.

Minutes: Motion by Banks, supported by Mattson, to approve the minutes from the September 21, 2021 regular meeting. Motion carried by voice vote of members present, 5-0.

Discussed financial report – The financial report/ accounts payable report was discussed. Motion by Hermes, supported by Mattson, to approve the financial report as submitted, with the inclusion of the refund of a booth fee for next year's event for Jane Schneider (\$50.00) and for the reimbursement to Karen Banks for the purchase of a Visa Gift Card for Lisa Underhill. Motion carried by voice vote of members present, 5-0.

Discussion Items:

A) Art's Commission Funds – Banks stated that the Arts Commission has \$16,560.87 in the bank account and it might be a good idea to discuss spending some of these funds on an upgrade for the park. Discussion took place. Reagan stated that the purchase of banner brackets for the lightpoles in the park would be a great addition and would help to promote the AITP event and the seasons. Banks put forth that railings for the steps leading up to the pavilion would be necessary as people have fallen in this area at previous AITP events. Mattson put forth that these funds could be utilized to purchase a new stage. It was decided that more information needed to be gathered and that this should be revisited in the winter.

B) 2021 Art in the Park

Artist Letters: Hermes stated that she has the letter to artists completed and ready to be mailed. Reagan will mail these out.

Sponsor Thank You Letters: Reagan will have a draft completed by next week and will send it out to Board members for approval.

Grant Final Report: Banks stated that the final report is due by October 30, 2021 and she has been working with the Village Treasurer to compile the requisite information. Banks stated that she will be updating the 2023 grant application and submitting. Banks stated that she would like to train another Board member to write this application, in order for there to be redundancy.

New Artists Applications: No new applications have been received.

Artists Recruitment: Banks discussed advertising the AITP in a Sunshine Artists publication. She believes that this could be a useful tool in recruiting vendors. Motion by Reagan, supported by Hermes, to approve allocating the \$50.00 costs for advertising. Discussion was had. Voice vote was called for. Motion approved unanimously, 5-0.

Food Vendor Recruitment: discussion took place. Banks had stated that she has been in contact with other possible food vendors. Hermes stated the same. Both will send contact information to Mattson for followup.

Handicap Parking in Lot C: discussion took place. It was decided that a parking lot plan needs to be developed. Motion by Reagan, supported by Johnson, to revisit this issue at a later meeting. Voice vote. Motion approved unanimously, 5-0.

Recruitment of New Board Members: discussion took place. Banks asked about advertising as a possible tool for recruitment. Banks also suggested that contacting people who submitted a comment card might be an excellent idea for recruiting new members.

C) Items for next agenda – None.

D) Board member comments – None.

Meeting adjourned: 7:52 pm

Next Meeting: Monday, November 8, 2021 at 7:00 pm.

Respectfully submitted

Patrick Reagan

Village Manager/ Village Clerk