

**Lake Odessa Area Arts Commission
Page Memorial Building
839 Fourth Avenue
Lake Odessa, Michigan 48849**

**Minutes
July 11, 2022 Regular Meeting**

1. Call to Order / Roll Call:

Meeting called to order at 7:01 pm by Chairperson Hermes.

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

Absent: None

Visitors: Amber Rice, Aurora Rice, Melanie Baker

2. Approval of Agenda: Motion made by Hermes, supported by Reagan, to approve the agenda as presented. Motion carried by voice vote of members present, 5-0.

3. Public comment: No public comment.

4. Action Items:

a. Meeting minutes: Motion by Reagan, support by Mattson, to approve minutes of regular meeting of June 13, 2022. Motion carried by voice vote of members present, 5-0.

b. Finance: Motion by Hermes, support by Mattson, to approve expenditures as presented. Discussion took place. Banks reminded the group that, in order to fulfill the terms of the MCACA grant, \$1,337.00 needs to be spent on advertising. Motion carried by voice vote of members present, 5-0. Motion by Reagan, supported by Banks, to approve an invoice from J-Ad Graphics for advertising. Motion approved by members present, 5-0.

c. Art in the Park 2022:

1) Artists: it was reported that there are currently 51 artists signed up and that 6 more are expected.

2) Flag Ceremony: VFW stated that they would be happy to have the local Boy Scout troop take part. The VFW also stated that they would like to have a flagpole erected. Though not possible this year, it was decided that this is quite feasible for 2023.

3) Food Vendors: food vendors are set.

4) Entertainment: entertainment lineup is set.

- 5) Volunteer Committee: volunteers are still needed. Johnson stated that she has volunteers that would like to sign up but have not been able to use the Sign Up Genius app. Discussion took place.
- 6) Advertising: handbills are completed. Visitors guides are ready and need to be distributed throughout the community. Various members volunteered to take guides around the community. Banks stated that she has a quote from the Hastings Banner and the Lowell Shoppers Guide for advertising and that the total cost will be \$844.82. Mattson also mentioned the Ionia County Shoppers Guide. Motion by Reagan, supported by Hermes, to approve advertising in the Hastings Banner and Lowell Buyers Guide for the cost of \$844.82. Motion passed by members present, 5-0.
- 7) Kids Zone: Johnson stated that expenses for the Kid's Zone are \$183.85. Johnson submitted an invoice for reimbursement for that amount. Motion by Reagan, supported by Hermes, to reimburse Johnson \$183.85 for the expenses she has incurred for Kid's Zone supplies. Motion passed 4-0 by members present.
- 8) First Aid Booth: the Lake Odessa Fire Department will be providing first aid service again this year.
- 9) Wine Tasting: Reagan stated that he is still waiting for the license to arrive. Liability insurance has been procured. Reagan also stated that he has contacted Alliance Beverage to choose varietals of wine. Mattson stated that the tent has been ordered.
- 10) Non-Profit Booth: both the Zion Lutheran Church and the Praise in the Park group have volunteered to help setup the event.
- 11) T-Shirts: discussion took place about event t-shirts. Banks and Hermes have inventoried remaining shirts but it is difficult to know what is needed without having volunteers signed up. Five of each size will be ordered in order to augment remaining supplies. It was also noted that Keith Stanton will need 2 weeks lead time to produce additional shirts. Reagan also stated that perhaps the many packages of socks in the storage closet could be used for the making of sock puppets in the Kids Zone.
- 12) Parking: the Boy Scouts will be taking over parking duties and will be emptying trash receptacles during the event.
- 13) Radios: radios have been ordered from Crouch Communications.
- 14) AITP Setup: motion by Banks, supported by Johnson, to allow two food vendors to setup and sell to vendors on Friday night. Voice vote. Motion approved 5-0.

- 15) Comment cards: Banks requested that the comment cards from years past be reused. The group agreed. Motion by Banks, supported by Reagan, to purchase \$100 worth of Lake-O Bucks as prizes for the drawing of comment cards returned. Voice vote. Motion passed 5-0.
- 16) Artist Feedback: Motion by Reagan, supported by Hermes, to give one free booth space and also a \$25 prepaid card as prizes for receiving artist feedback cards. Voice vote. Motion passed 5-0.
- 17) Early Bird rate: Motion by Reagan, supported by Banks, to set the early bird response date to August 31, 2022. Voice vote. Motion approved 5-0.
- 18) Chainsaw Art: motion by Reagan, supported by Banks, to have a bear carved into the stump at Village Park. Motion carried 5-0 by voice vote of members present.

d. Board Member Comments:

No Comments.

Meeting adjourned at 8:16 p.m.

Respectfully submitted,
Patrick Reagan
Village Manager/ Village Clerk