

MINUTES

Lake Odessa Area Arts Commission

Regular Meeting

Tuesday, June 11, 2024

Page Memorial Building

Lake Odessa, Michigan

1. **Call to Order:** Chair Hermes called the meeting to order at 7:15 p.m.
Present: Melanie Baker, Karen Banks, Meg Hermes, Carrie Johnson, Ty Nurenberg
Absent: Nancy Mattson, Aurora Rice
Visitors: None
Staff: None
2. **Agenda:** Motion by Banks, supported by Johnson, to approve agenda with addition of Fair parade and handbills; Sponsor Recap; Entertainment (Drummer, Schedule, Emcee); and Door Prizes. All ayes; motion carried.
3. **Public Comment:** None.
4. **Minutes:** Motion by Johnson, support by Hermes, to approve minutes of the 5/13/2024 regular meeting and the 4/18/2024 special meeting. All ayes; motion carried.
5. **Finance Report:**
 - a. **Revenue/Expense Report:** The revenue/expense report for the period May 2024 was reviewed.
 - b. **Accounts Payable:** Motion by Johnson, support by Banks, to approve all May 2024 expenditures presented. All ayes; motion carried. Motion by Hermes, support by Baker, to approve refund of \$100 to Leigh Haroff, as she applied twice for Art in the Park and paid twice. All ayes; motion carried.
6. **Action/Discussion Items:**
 - a. **Shade Cloths for Pavilion:** Hermes reported she and her husband have been busy sewing the five new shade cloths for the park pavilion. Four are finished. Banks will contact Court-Side Screen Printing in Nashville, MI to schedule a time to embroider them with the Village's anchor logo.
 - b. **Art in the Park:**
 - 1) **Fair Parade & Handbills:** Discussion was held regarding the printing of handbills for passing out in the fair parade and at the fair. Motion by Hermes, supported by Baker, to order 1,500 handbills. All ayes; motion carried. Efforts will be made to recruit help to walk in parade and pass our handbills.

- 2) Booth Marking Grid: Hermes reported that she and her husband have designed and built a grid made of PVC that can aid in marking booth spaces.
 - 3) Entertainment:
 - Baker stated she will contact the VFW to invite them to perform the opening flag ceremony.
 - Josh Dunigan has agreed to do his "Drums for All" program at the Kids' Zone for two hours. Motion by Banks, supported by Hermes, to approve \$300 to Josh Dunigan. All ayes; motion carried.
 - Emcee Duties: Banks, Johnson and Nurenberg will share emcee responsibilities.
 - 4) Sponsors: Banks gave an update on sponsorships received to date. \$7,100 in sponsorships has been received, putting us \$100 over our budgeted goal.
 - 5) Trash, Bathrooms, Handicap Parking: Banks and Johnson reported they met with Ben Halanski. The Boy Scouts are on board with manning handicap parking and wheelchair checkout at the First Congregational Church, as well as doing trash pickup.
 - 6) Donuts: Johnson stated she has ordered donuts for the morning of August 3 (same quantity as in 2023).
 - 7) Kids' Zone: Tabled.
 - 8) 2-way Radios: Banks has ordered 12 from Chrouch Communications. She will attempt to reserve six more.
 - 9) Work List and DPW Punchlist: Tabled until July.
 - 10) Set-up Times for Artists: Banks reported there was a malfunction of the survey sent to artists regarding their preferred check-in time slot. A new email blast will be sent and artists who do not respond will receive a phone call.
- c. Mural Project: Johnson suggested that the Arts Commission should apply for grant funding to the Power of Women Giving organization, and stated the application deadline is October 8.

7. Adjournment: Without objection, meeting adjourned at 8:30.

Respectfully submitted,
Karen Banks, Recording Secretary