

MINUTES

Lake Odessa Area Arts Commission

Special Meeting

Tuesday, January 21, 2025

Page Memorial Building

Lake Odessa, Michigan

1. **Call to Order:** Chair Hermes called the meeting to order at 7:09 p.m.
Present: Karen Banks, Meg Hermes, Ty Nurenberg, Aurora Rice
Absent: Melanie Baker, Nancy Mattson
Visitors: None
Staff: None
2. **Agenda:** Motion by Rice, support by Banks to approve agenda as presented. All ayes; motion carried.
3. **Minutes:** Motion by Hermes, support by Rice to approve minutes of 11/11/2024 regular meeting and 12/30/2024 special meeting. All ayes; motion carried.
4. **Finance:** Revenue/expense report was reviewed. Motion by Hermes, support by Rice to approve reimbursement to Banks in amount of \$60.45 for renewal of one-year subscription and paid basic listing in Sunshine Artist magazine. All ayes; motion carried.
5. **Action/Discussion Items:**
 - a. **2025 Art in the Park:**
 - 1) Artists: 57 total applications have been received, and 73 booths purchased to date.
 - 2) Entertainment: Tabled.
 - 3) Advertising: Motion by Hermes, support by Rice to approve following:
 - West Michigan Tourist Association: \$1,860 for digital, print and radio advertising
 - "Where the Shows Are": \$70 for paid listing
 - Art Fair Calendar: \$99 for listing on ArtFairCalendar.com and Calls for Artists.com
 - Michigan Festivals & Events Association: \$698 for display and digital ad in Michigan Fun Guide and not to exceed \$150 for annual membership renewal.All ayes; motion carried.

- 4) Paid Event Help: Banks presented an estimate for the number of manhours needed for Art in the Park for budgeting purposes. Banks will create a sign-up form on Sign-Up Genius.
 - 5) Artwork for Visitors Guide Cover: Consensus was to use the Art in the Park logo with a 50th anniversary banner. Nurenberg will create the design.
 - 6) Parking: Tabled.
 - 7) 50th Anniversary Ideas: Tabled.
 - 8) Food Vendors: Discussion was held re: charging fees for non-profit vendors. Motion by Hermes, support by Rice to charge non-profit food vendors \$40 per space, \$25 late fee (applications after 6/6/25), and \$10 each for electricity and water hook-ups. All ayes; motion carried.
- b. Shakespeare Play: Board members reviewed presentation from Nathan Savinsky re: proposal to bring a performance of "The Tempest" to the park this summer. Motion by Hermes, support by Banks to engage the services of Savinsky for \$500 for one performance on Friday, June 27 at 7 PM. All ayes; motion carried.
- c. Budget: Motion by Hermes, support by Rice, to approve the following proposed budget for Fiscal Year 2025-26:

GL NUMBER	DESCRIPTION	
Dept 000 - BALANCE SHEET / GENERAL		
290-000-502.000	FEDERAL GRANTS	
290-000-540.000	STATE GRANTS	10,000
290-000-602.001	ART IN THE PARK REVENUE-NEXT FY	--
290-000-602.002	EQUIPMENT RENTAL INCOME	--
290-000-602.003	FOOD BOOTH FEES	300
290-000-602.004	CONCESSIONS	--
290-000-602.290	ART IN THE PARK REVENUE	6,500
290-000-665.000	INTEREST	350
290-000-674.000	DONATIONS-PRIVATE SOURCES	7,500
290-000-684.000	MISC REVENUE	--
NET OF REVENUES/APPROPRIATIONS - 000 - BALANCE SHEET / GENERAL		24,650
Dept 752 - ARTS		
290-752-727.000	OFFICE SUPPLIES	100
290-752-728.000	SUPPLIES	600
290-752-740.000	POSTAGE	100
290-752-770.000	CREDIT CARD FEES	100
290-752-793.000	OPERATING EXPENSE	100

290-752-794.000	T-SHIRTS	500
290-752-795.000	SOUND	1,800
290-752-796.000	ROLLS	--
290-752-797.000	CONTINGENCIES	--
290-752-798.000	CONCESSIONS SUPPLIES	350
290-752-803.000	SECURITY	150
290-752-806.000	AUDIT SERVICES	150
290-752-851.000	RADIOS	150
290-752-852.000	TELEPHONE	550
290-752-881.000	ADVERTISING	8,400
290-752-882.000	OPER EXP-GRANT DISBURSEMENT	--
290-752-883.000	PUBLIC ART PROJECT	13,000
290-752-890.001	CLEAN UP	940
290-752-895.000	KIDS AREA	500
290-752-897.000	FOOD COUPONS	--
290-752-898.000	ENTERTAINMENT	1,800
290-752-953.000	PORT A POTTY	625
290-752-954.000	DUMPSTER	--
290-752-955.000	GOLF CART RENTALS	1,600
290-752-956.000	TENT, TABLES, CHAIR RENTALS	400
290-752-963.000	MISCELLANEOUS EXPENSE	50
290-752-964.000	REFUND/REIMBURSEMENTS	200
290-752-967.000	PROJECT COSTS	2,400
290-752-967.001	PARK IMPROVEMENTS	--
290-752-995.000	TRANSFERS OUT	--
NET OF REVENUES/APPROPRIATIONS - 752 - ARTS		(34,565)
ESTIMATED REVENUES - FUND 290		24,650
APPROPRIATIONS - FUND 290		34,565
NET OF REVENUES/APPROPRIATIONS - FUND 290		9,915
BEGINNING FUND BALANCE		48,992
ENDING FUND BALANCE		39,077

All ayes; motion carried.

d. Mural Project: Tabled.

e. Painting Class(es): Tabled.

6. Adjournment: Without objection, meeting adjourned at 7:56 p.m.

Respectfully submitted,

Karen Banks, Secretary/Treasurer