

## MINUTES

### **Lake Odessa Area Arts Commission**

Regular Meeting

Monday, July 14, 2025

Page Memorial Building

Lake Odessa, Michigan

1. **Call to Order:** Chair Hermes called the meeting to order at 7:05 p.m.  
Present: Karen Banks, Meg Hermes, Nancy Mattson, Ty Nurenberg, Aurora Rice  
Absent: Melanie Baker, Elizabeth Stoneman  
Visitors: None  
Staff: None
2. **Agenda:** Motion by Rice, supported by Mattson, to approve agenda as presented. All ayes; motion carried.
3. **Public Comment:** None.
4. **Minutes:** Motion by Hermes, supported by Mattson, to approve minutes of 6/11/25 regular meeting and 6/30/25 special meeting. All ayes; motion carried.
5. **Finance:**
  - a. Revenue/Expense report, reflecting total revenues of \$7,550.27 and expenditures of \$9,418.44 through June 30, 2025, was reviewed.
  - b. Motion by Hermes, supported by Rice, to approve the following accounts payable:
    - 1) Karen Banks, \$70.85 for postage
    - 2) Lakewood Area Chamber, \$40, annual membership renewal
    - 3) Amazon Capital Services, \$193.31, supplies for Kids' ZoneAll ayes; motion carried.
6. **Action/Discussion Items:**
  - a. **2025 Art in the Park:**
    - 1) **Artists:** To date, 82 total applications received, 99 booths purchased, and three non-profit booths.
    - 2) **Food Vendors:** Hermes has received permission from her employer to borrow cord/hose covers. Mattson requested that DPW move the bollards at south end of park path, set out cones and barricades, and mark the electrical outlet on back of park restrooms that is on the same circuit with the toilets. She stated she has contacted the Ionia County Health Department.

- 3) Swag Bags: Discussion was held re: items to place in swag bags for the artists.
- 4) Visitor Guides: Rice offered to distribute booklets around Lake Odessa. Banks stated she had already taken a stack to Carl's, along with a stack of the West Michigan Tourist Association Summer Fun Guides.
- 5) Advertising: Hermes will post events on the Arts Commission's Facebook page and the Lake Odessa Community Facebook page. Nurenberg offered to update the press release that will be published in the Lakewood News on July 19, and also to prepare a first draft of a full-page display ad for the July 26 edition.
- 6) Volunteers: The unfilled volunteer slots were reviewed.
- 7) First Aid/Fire Department: Hermes stated she will contact Chief Perkins to set up a meeting to discuss staffing the first aid booth and overnight security.
- 8) Printing:
  - a) Motion by Mattson, support by Rice, to approve purchase of three Art in the Park banners from River City Reproductions at a cost of \$111. All ayes; motion carried.
  - b) Motion by Hermes, support by Rice, to approve purchase of 90 hand fans from River City Reproductions for a total cost of \$112.50. All ayes; motion carried.
  - c) Motion by Hermes, support by Rice, to approve purchase of two magnetic car door signs from River City Reproductions at a cost of \$48. All ayes; motion carried.
  - d) Banks stated she has sent artwork to River City Reproductions for a new Kids' Zone sign and a door prize tote board.
- 9) T-Shirts: Keith Stanton has delivered the Art in the Park volunteer shirts.
- 10) Board Member Task List: Tasks for the week of the event were reviewed and assignments to time slots made.

7. **Adjournment**: Without objection, meeting adjourned at 8:40 p.m.

Respectfully submitted,

Karen Banks, Secretary/Treasurer