



**Village of Edmore/DDA  
County of Montcalm  
Meeting Minutes – November 18, 2025  
Edmore Marketplace-The Bag Factory  
8:30 AM**

1. Roll call: Jordan, Brown, Burggren, Callow, Guild, Halsey, Moulter, Randall, VanderVeen

Present: Jordan, Brown, Burggren (8:40), Callow, Halsey, Moulter (8:47), Randall, Vanderveen. Also present: Borden and two members of the Arts Council

Absent: Guild

2. Approval of the agenda for the November 18, 2025, meeting. Motion by Callow. Second by VanderVeen. Vote: 6-Yes 0-No
3. Public Comments: None recorded
4. Approve meeting minutes, September 9, 2025. Motion by Callow Second by Jordan. Vote: 6-Yes 0-No
5. New Business-
  - a. **Tour of The Bag Factory.**

The group toured the Bag Factory with the concentration of the tour in the basement where the Art Council rents space. Halsey described the recent clean-up efforts of the Art Council. Jordan complimented the Arts Council for their efforts but added that there is still too much stuff downstairs.

Halsey expressed the need for electrical outlets in the basement (since there aren't any) and that there was grant money available to do the work. Halsey will get estimates and share them with Borden. Also a need for a couple of outlets upstairs where the wedding party dresses for weddings.

Discussion took place related to the need for a fire escape on the west end of the building. DDA Board approved Halsey to obtain bids which will also be through grant money.

Other items of discussion were:

Jordan stated that the village should have an ordinance that states you must clean up your building if you buy a building.

Burggren asked if the village will be enforcing snow removal and salting requirements for downtown businesses.

Borden suggested that the Curtis Building, Village, DDA and Taco Bell split the cost of maintaining the Curtis Pond and to consider a fountain.

Jordan expressed the immediate need to control the elevator and keep renters out of the basement. (Borden has since installed a clasp with a padlock that will prohibit guests from traveling from floors 1 or 2 to the basement).

Discussion about potential rentals in December that would overlap with Potato Festival events. Phil is to be notified to book any potential rental regardless of the date(s). Borden notified Phil.

Discussion about Christmas in the Village. Brown agreed to sponsor the carriage rides for \$750.

**b. Discuss Art Council's lease and lease requirements.**

The current lease was discussed. The monthly rent is \$500. Jordan suggested a revised lease be written with a component for a deposit. The deposit amount was discussed. No consensus was reached on the deposit amount so an increase to the monthly rent was discussed. It was implied that the increase was to replace the deposit requirement. Halsey asked if the rent would go back to \$500 a month once enough money was "built up" in the account to cover the deposit. It wasn't entirely clear about the increase and if it was just to cover a deposit amount or a permanent increase.

Jordan made a motion to increase the monthly rent to \$750 and attach a zone map to the lease. Randall seconded the motion and the motion passed with an 7-0 vote. 7 – yes, 1 – Abstain. (Halsey).

**c. Discuss Stanton's DDA incentive program**

Borden provided handouts of Stanton's DDA incentive program which allows businesses to receive prize money from a Christmas Decorating contest and the winnings must be used to improve the façade of your business.

6. Public Comments: None

7. Motion to adjourn. Motion by Jordan. 2<sup>nd</sup> by VanderVeen.

Vote: 8-Yes 0-No

Meeting adjourned at 10:55am.

Next meeting: January 13, 2026 (Curtis Community Building unless otherwise notified).

Agenda attachments:

Art Council Lease Agreement

Letter sent to Art Council

City of Stanton DDA business incentive program