



McMahon Memorial Auditorium

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Minutes
Regular Meeting
McMahon Auditorium Authority
September 11, 2025 – 4:00 p.m.
Carnegie Library Town Hall

Max Sasseen
Chair

Allan Jolly
Vice-Chair

Teresa Pendergraft
Secretary/Treasurer

Dory Thomas
Jason Poudrier
Julia Sibilla
Paul Ellwanger
Taron Epps
OPEN

Jason Poudrier
Arts & Humanities
Administrator

Andrea Morman
Deputy Arts &
Humanities
Administrator

Michell Rosario
Arts & Humanities
Community Events &
Outreach Coordinator

Haley Moore
Arts & Humanities
Digital Media &
Records Specialist

Reagan Phillips
Administrative
Assistant

Nicholas Sasseen
Art's & Humanities
Technical Coordinator

Terry Gresham
Arts & Humanities
Maintenance Tech

CALL TO ORDER / ROLL CALL – 4:03pm

PRESENT: Sasseen, Jolly, Pendergraft, Ellwanger, Poudrier

ABSENT: Epps, Thomas, Sibilla

STAFF: Phillips

VERIFY POSTING OF MEETING

Action: Verification of posting time, place, and date

CONSENT AGENDA: The following items are considered to be routine by the McMahon Auditorium Authority and will be enacted with one motion. Should discussion be desired on an item, that item will be removed from the Consent Agenda prior to action and considered separately.

- 1. Consider approving minutes of August 14, 2025 regular meeting.**
- 2. Consider accepting the bank register reports for August 2025.**

Motion by Ellwanger to accept the minutes for the August 14, 2025 Meeting and the bank register reports from August 2025. Second by Poudrier.

Jolly, Pendergraft, Ellwanger, and Poudrier voted yes, motion carried.

CHAIR'S REPORT

- 3. Auditorium Update**

Sasseen, jolly, and Poudrier updated the authority on the progress of the McMahon Memorial Auditorium renovation. Sasseen expressed interest in cleaning and organizing, the seating and stage area as soon as they are able. The authority decided to schedule a walkthrough of the renovated space on October 3, 2025, at 3:00pm.

- 4. Other announcements**

None

TREASURER'S REPORT

- 5. CPA's Financial Reports**

Pendergraft reported that she does not have a physical report, but she did report that there's was no remarkable change between July 2025 and August 2025.

STAFF REPORTS

- 6. Review Events Calendar, and Audit Update**

Phillips reviewed the event calendar for September, culminating with the International Festival.

Pendergraft reported that everything has been turned into the auditor, but that the auditor will not be starting on it until the last week of September. Discussion ensued about the possibility of hiring a new auditor for the fiscal year 2025-2026 audit.

7. Hotel/Motel, ARPA, and CIP Funds Update and Grants Update

Poudrier reported that he is still receiving insurance funds from the City and he reported that they will be receiving Hotel/Motel funds for Art and Humanities related programming. Poudrier reported that he received a check from the ARPA grant a few weeks back and he is still waiting on word from that last reimbursement invoice.

COMMITTEE REPORTS

8. Receive Report from International Festival Committee and take action as necessary.

Motion by Poudrier to approve the International Festival Volunteer performers schedule and the price list and giving the Festival chairs and Arts and Humanities staff the power to change the schedule and prices as needed. Second by Pendergraft.

Jolly, Pendergraft, Ellwanger, and Poudrier voted yes, motion carried.

9. Receive Report from Arts and Humanities Committee and take action as necessary.

No report.

BUSINESS ITEMS

10. Ratify final payment for flooring installation at Carnegie Library Town Hall and take action as necessary.

Sasseen and Poudrier introduced this item. Discussion ensued about the history of the damage, the use of insurance funds, the amount of insurance funds received, and the schedule of when insurance funds may be available from the City of Lawton.

Motion by Pendergraft to ratify final payment for flooring installation at Carnegie Library Town Hall with up to \$15,000 to be paid out of the \$350,000 repair funds from the city and up to \$15,000 to be paid out insurance funds, and reduce amount earmarked insurance funds as needed for Lawton Community Theatre parking lot. Second by Poudrier.

Jolly, Pendergraft, Ellwanger, and Poudrier voted yes, motion carried.

11. Approve support of new roof installation at McMahan Memorial Auditorium to be paid out of insurance funds received by the City of Lawton.

Poudrier introduce this item. Discussion ensued about the state of the roof on the McMahan Memorial Auditorium and the insurance funds received by the City of Lawton.

Motion by Poudrier to support the new roof installation at McMahan Memorial Auditorium to be paid out of insurance funds received by the City of Lawton. Second by Jolly.

Jolly, Pendergraft, Ellwanger, and Poudrier voted yes, motion carried.

12. Approve final City of Lawton 2026 Partnership agreement and 2026 budget and take action as necessary.

Motion by Poudrier to approve final City of Lawton 2026 Partnership agreement and 2026 budget. Second by Ellwanger.

Jolly, Pendergraft, Ellwanger, and Poudrier voted yes, motion carried.

13. Approve NEA Big Read Events Chair, Arts and Humanities Director, and executive committee to approve expenses to be paid out of \$20,000 NEA Big Read Grant for 2026 and take action as necessary.

Motion by Jolly to approve NEA Big Read Events Chair, Arts and Humanities Director, and executive committee to approve expenses to be paid out of \$20,000 NEA Big Read Grant for 2026. Second by Ellwanger.

Jolly, Pendergraft, and Ellwanger voted yes, Poudrier abstained, motion carried.

OLD BUSINESS - none

NEW BUSINESS - none

ANNOUNCEMENTS

Jolly announced the opening of Lawton Community Theatre's production of Chicago on September 12, 2025.

Ellwanger announced that he had the opportunity to tour Goodyear the other day and was impressed by the amount that Goodyear employees have donated to nonprofits in southwest Oklahoma, specifically the arts programs.

Phillips announced that the 13th annual Nutcracker Ballet will take place in December 2025 in the Lawton High School Auditorium.

Pendergraft announced that her building is being re-sided.

Poudrier announced that he is opening a new business titled "Curiosity Avenue" on C Avenue. He announced that it will be a imagination play place and that there will be a soft opening/open house on September 20th, 2025, for the Open Streets event.

ADJOURNMENT – 5:08pm