Minutes
Regular Monthly Meeting
McMahon Auditorium Authority
Thursday, January 9, 2014 – 4:00 pm
Owens Multipurpose Center

CALL TO ORDER / ROLL CALL

MEMBERS PRESENT: Jolly, Sutherlin, Anderson, Kelly, Kent, Pendergraft, Shahan, Torbert

MEMBERS EXCUSED: Sasseen

MEMBERS ABSENT: None

STAFF PRESENT: Whipp and Morman

**Chair Jolly called the meeting to order at 4:00 p.m.
and declared a quorum present.**

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 November 14, 2013 meeting.
2. Consider accepting November financial reports.
3. Consider accepting December financial reports.

   Motion by Sutherlin, with second by Pendergraft to approve the consent agenda. Roll call results: Sutherlin, Anderson, Kent, Pendergraft, Shahan and Torbert voted yes. MOTION CARRIED. Anderson pointed out that the coversheet on the December financials was the same as the November cover sheet and Morman apologized for the error. The attachments presented the correct December account balances.

CHAIR'S REPORT
No report

TREASURER'S REPORT
No report

COMMITTEES
No report

COORDINATOR'S REPORT

4. January, February and March Event Calendar – Morman reviewed upcoming events and noted that due to repairs taking place on Sheridan Road Theatre's parking lot many of the Fort Sill rehearsals and graduations are scheduled at the auditorium for the next few months.

ADMINISTRATOR'S REPORT

5. Overview of the 77th Army Band Holiday Concert - Whipp reported that the 77th Army Band Concert went welll with approximately 500 - 600 in attendance and the Authority's cash expenses totaled $828.75. It was the consensus to consider sponsoring the 2014 concert and Whipp reported she already has it scheduled to be on the voting agenda earlier than in 2013 to allow adequate time for publicizing the event. Sutherlin inquired about the effectiveness of the slide show presentation of upcoming events he had

prepared and Whipp stated that no comments were received. Discussion ensued regarding preparing "upcoming events" slide shows for other events and promoters who are renting the auditorium not necessarily being interested in advertising other promoters' events. The suggestion of placing flat screens in the lobby displaying announcements might be an alternative option.

BUSINESS ITEMS

OLD BUSINESS ITEMS

6. Genie Lift Update – Whipp reported that the Genie Lift is scheduled to be delivered beginning of February due to Hertz in Lawton receiving the wrong lift from the company. Hertz offered to provide the auditorium with a loaner lift if needed at no charge.

7. Dock Lift Update – no updates.

NEW BUSINESS ITEMS

8. Consider request from LPO regarding maintenance to the Steinway piano - Whipp reported that the Steinway piano was last refurbished in 2002 by Peter Krauss out of Norman. Jolly reported that Hyunsoon Whang has agreed to play the piano and give her opinion regarding needed repairs. Jolly further reported that he had spoken to Charles Middleton recommended Norman Cantrell (Piano Clinic in Lawton) to provide an estimate. Whipp stated that the office had already contacted Cantrell and that he was working on an estimate. Peter Krauss would charge a $250 fee to come from Norman and provide an estimate. Sutherlin moved and Torbert seconded to table this item until further information was received from Whang and Cantrell. Roll call results: Sutherlin, Anderson, Kent, Pendergraft, Shahan and Torbert voted no. MOTION DID NOT CARRY. Shahan moved with second by Kent to appropriate $250 for Peter Krauss' estimate if he can provide documentation that he is a certified Steinway technician. Roll call results: Sutherlin, Anderson, Kent, Pendergraft, Shahan and Torbert voted yes. MOTION CARRIED. Whipp instructed Morman to follow up with Peter Krauss and request the documentation.

9. Consider internet usage fee charged to promoters - Sutherlin presented the proposed Internet usage policy and reported that he checked with several other venues and that the auditorium compared to those venues seems to be ahead on this item. Discussion ensued and Whipp asked if the $20 fee Sutherlin proposed would replace the current $50 fee charged to promoters. Sutherlin asked to table this item until further research to include putting a legal disclaimer for internet usage in the contract. Motion by Sutherlin with second by Pendergraft to table this item. Roll call results: Sutherlin, Anderson, Kent, Pendergraft, Shahan and Torbert voted yes. Motion carried.

OTHER BUSINESS

Whipp reported that Wayne Gilley City Hall is vacant, now that all offices have relocated to Lawton City Hall, and that there are numerous items which need to be moved from the building one of which is the photo exhibit of Miss Lawton winners consisting of over 60 framed photographs. She stated that the suggestion has been made to display them in the auditorium lobby before and during the annual Miss Lawton pageant. She stated that this would be time consuming and discussion ensued. It was noted that the flat screens mentioned earlier would be a great way of displaying these portraits in a much more efficient manner and the photos could be returned to the sorority. Whipp stated that it would also be a great way of displaying the International Festival posters. Sutherlin volunteered to do some more research on item and provide a report at the February meeting.

ADJOURN

Chair Jolly adjourned the meeting at 4:45 p.m.

Chair	Date Approved