

**Minutes
Regular Monthly Meeting
McMahon Auditorium Authority
Thursday, April 10, 2014 – 4:00 pm
Owens Multipurpose Center**

CALL TO ORDER / ROLL CALL

MEMBERS PRESENT: Jolly, Sutherlin, Anderson, Kent, and Torbert

MEMBERS EXCUSED: Kelly, Pendergraft, Sasseen and Shahan

STAFF PRESENT: Whipp

GUEST PRESENT: *Carol Gardner, Charlie Christian International Music Festival Representative

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

Jolly introduced and welcomed Carol Gardner of the Charlie Christian International Music Festival. Gardner provided a brief history of Charlie Christian and the music festival and gave an overview of the events planned in Lawton on May 21 - 26, 2014.

VOTING ITEMS

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 March 13, 2014 meeting.
2. Consider accepting March financial reports.

MOTION by Sutherlin, second by Anderson to approve the consent agenda. Roll call results: Sutherlin, Anderson, Kent, and Torbert voted yes. MOTION CARRIED. (*Gardner left)

CHAIR'S REPORT

3. Stagehand Contract - renewal date July 2014 - Jolly reported that LeDay has indicated there will be a slight increase in rates and that a meeting will be scheduled to review the current contract and proposed changes in the near future. He stated that staff is researching rates charged by other venues as well. Jolly further reported that he had received a letter from Brooks Mitchell, COL Finance Director stating that the City is considering consolidating the audit process and requested that all Trust Authority's wait until further notice to proceed with their annual audits.

TREASURER'S REPORT - No report

COMMITTEES - No reports

COORDINATOR'S REPORT

4. April, May and June Event Calendar - Whipp reviewed the calendar and reported that the Carson & Barnes Circus is returning to Lawton on May 2 & 3 with two performances daily and MMA will again be the only advance ticket outlet for the event.

ADMINISTRATOR'S REPORT

5. Update on Steinway repairs – Whipp reported that Mr. Krauss will be on site May 20 - 22 to make the repairs to the piano.
6. MAA Audit - Year Ending 06/30/14 – See Chair's Report
7. Carson & Barnes Circus - May 2 - 3 @ ETP - See Coordinator's Report

BUSINESS ITEMS

OLD BUSINESS ITEMS

8. Genie Lift Update – Whipp reported that the lift was delivered and the actual cost was \$8,087.90 which was \$300 less than quoted.
9. Dock Lift Update – Jolly reported on behalf of Sasseen that this will be his focus now.

NEW BUSINESS ITEMS

10. Consider recommendation of Nominating Committee to reappoint Kelly to another term effective 07/01/2014. – MOTION by Sutherlin, second by Anderson to approve the reappointment of Kelly as stated. Roll call results: Sutherlin, Anderson, Kent, and Torbert voted yes. MOTION CARRIED.
11. Consider recommendation of Nominating Committee for FY14-15 Slate of Officers: Chair - Sutherlin; VC - Anderson; Treasurer/Secretary - Pendergraft; Immediate Past Chair – Jolly – MOTION by Kent, second by Torbert to approve the FY2014-15 Slate of Officers as presented. Roll call results: Sutherlin, Anderson, Kent, and Torbert voted yes. MOTION CARRIED.
12. Consider in-kind sponsorship request for the Charlie Christian International Music Festival. – Whipp reported that staff is printing tickets for the event as well as being a ticket outlet and the estimated in-kind support of ticket stock, printing and commission is approximately \$300 - \$500 depending on how many advance tickets are sold from the office. MOTION by Torbert, second by Sutherlin to approve in-kind support as stated. Roll call results: Sutherlin, Anderson, Kent, and Torbert voted yes. MOTION CARRIED.
13. Consider sponsorship request for the Charlie Christian International Music Festival. – Whipp referred members to handout in their packets that provide the monetary sponsorship levels and benefits. Discussion ensued with the consensus being to only provide the in-kind sponsorship. MOTION by Sutherlin, second by Anderson to deny a monetary sponsorship for the Charlie Christian International Music Festival. Roll call results: Sutherlin, Anderson, Kent and Torbert voted yes. MOTION CARRIED.
14. Consider purchase and installation of flat screen(s) information centers for lobby area. – Sutherlin reviewed the draft RFQ included in member's packet. Discussion ensued with several changes to be made to the RFQ with the consensus that Sutherlin would proceed with sending out for bids. No action taken on item.

OTHER BUSINESS

Jolly reported on a new stage floor coating system that is now on the market and that he has a sample and will provide more information at the next meeting.

ADJOURN

Chair Jolly adjourned the meeting at 5:03 p.m.

Chair

Date Approved