

**Minutes
Regular Monthly Meeting
McMahon Auditorium Authority
Thursday, June 9, 2016 – 4:00 pm
Mayor's Conference Room – City Hall**

CALL TO ORDER / ROLL CALL

MEMBERS PRESENT: Torbert, *Pendergraft, Jolly, Ragland, Snodgrass and Whipp

MEMBERS EXCUSED: Anderson, Kent and Sasseen

STAFF PRESENT: Morman and Whipp

**Vice Chair Torbert 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. (*Pendergraft entered)

1. Consider approving minutes of May 12, 2016 regular meeting.
2. Consider accepting the May bank register reports.
3. Consider not meeting in the month of July.

MOTION by Jolly, with second by Ragland to approve the consent agenda. Roll call results: Pendergraft, Jolly, Ragland and Whipp voted yes. MOTION CARRIED.

TREASURER'S REPORT

4. Financial Reports – No report. Pendergraft stated that if the Authority meeting is within the first 10 days of the month the CPA will not have had time to prepare the reports.
5. Consider approving the projected budget for FY16-17 – Pendergraft reviewed the projected budget and noted the projected revenue loss due to Basic Training Graduations moving back to Fort Sill. MOTION by Whipp, with second by Jolly to approve the projected budget as presented. Roll call results: Pendergraft, Jolly, Ragland and Whipp voted yes. MOTION CARRIED.

COMMITTEE REPORTS

6. Facility Improvements – Whipp reported that the City Engineer will review the recommended stage lights with Guernsey and if they are compatible with what is being planned for Phase II renovations then he will purchase for the Auditorium and the Board will do the installation. Torbert noted that Lawton First Assembly is replacing pews with auditorium style seating and the projected cost is \$150.00 per chair and includes installation to give the Authority an idea of the price range.

STAFF REPORTS

7. June, July and August Event Calendar – Morman reviewed upcoming events stating that all Fort Sill Basic Training Graduations have been rescheduled to Fort Sill's new facility.

8. Steinway Maintenance – Whipp reported that the annual maintenance of the grand piano has been scheduled for June 13th and will be paid from the COL budget. The annual maintenance was recommended by Mr. Krauss after the extensive refurbishing two years ago.
9. HVAC Project update – Whipp reported that Phase I is nearing completion and planning for Phase II is moving forward. A meeting with Guernsey, Scott Hofmann, Authority members, City of Lawton staff and other contractors invited by Guernsey is scheduled for June 29th at 9:30am at the auditorium.
10. COL Budget Update – Whipp reported that the City Council has passed the proposed budget with minor adjustments. She announced that if the Governor signs the proposed state budget as presented the Oklahoma Arts Council (OAC) will receive a 16% reduction which would negatively impact nonprofit arts organizations who receive grants from OAC.
11. Audit for year ending June 30, 2016 – Whipp reported that the auditor is tentatively scheduled to be on site the week of August 22nd and the fee is \$7,300.00. This is the last of the three year agreement and request for proposals will be solicited in early 2017. Pendergraft stated that this is a reasonable fee for the kind of audit the Authority is required to have. She further stated that if the Authority receives grant money in the future it will require different filings with the IRS.

BUSINESS ITEMS

12. Consider accepting proposed rate changes to contract with Lawton Stage and Entertainment – MOTION by Pendergraft, with second by Ragland to approve rate changes as proposed. Roll call results: Pendergraft, Jolly, Ragland and Whipp voted yes. MOTION CARRIED.
13. Consider moving meetings to the Auditorium - MOTION by Jolly, with second by Pendergraft to move monthly Authority meetings to McMahon Auditorium Lobby. Roll call results: Pendergraft, Jolly, Ragland and Whipp voted yes. MOTION CARRIED.

OLD BUSINESS ITEMS

None

NEW BUSINESS ITEMS

None

ANNOUNCEMENTS

Whipp invited everyone to attend the 2nd Annual Lawton – Fort Sill Freedom Festival on July 2nd in Elmer Thomas Park, featuring Oklahoma's largest fireworks display; as well as the City of Lawton's Birthday Celebration honoring Mrs. Minnette Zak Page on August 4th at 5:30pm in the City Hall Banquet Room.

ADJOURN

Vice Chair Torbert adjourned the meeting at 4:30pm

Chair

Date Approved