



McMahon Memorial Auditorium

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Max Sasseen
Chair

Allan Jolly
Vice-Chair

Teresa Pendergraft
Secretary/Treasurer

Burl Ragland
Dory Thomas
Jason Poudrier
Julia Sibilla
Paul Ellwanger
Taron Epps
(Open Position)

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 Assistant

Reagan Williams
Arts & Humanities
Administrative
Assistant

Minutes Regular Monthly Meeting McMahon Auditorium Authority July 13, 2023 – 4:00 p.m. McMahon Memorial Auditorium

CALL TO ORDER / ROLL CALL

MEMBERS PRESENT: Sasseen, Pendergraft, Ellwanger, Epps, Thomas, *Poudrier

MEMBERS ABSENT: Jolly, Sibilla

STAFF PRESENT: Williams, Morman

GUESTS:

VERIFY POSTING OF MEETING

Action: Posting time, place, and date verified

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 for June 2023 meeting.
2. Consider accepting the bank register reports.

Motion by Pendergraft to approve the consent agenda with the recognition that the minutes from the June 2023 meeting will be sent out via email. Second by Thomas. Pendergraft, Ellwanger, Epps, Thomas voted yes. Motion passed.

CHAIR'S REPORT

3. Auditorium Update

Sasseen reported that the funding process for the renovation has been delayed and that the bids for the renovations therefore has been postponed.

4. Other announcements

Sasseen reported on the 70' retaining wall that was built to retain the soil behind the bathrooms for the Inclusive Playground in the Park. It is currently a beautiful blank canvas perfect for a mural and Sasseen brought up the idea that the Arts and Humanities Office could move forward with some kind of process to put a mural on the retaining wall.

TREASURER'S REPORT

5. CPA's Financial Reports

Pendergraft presented the Treasurer's report that went through the end of May, stating that June should be available at the next meeting and stated that we are doing well. She reported that next month, she will have a comparison report that will showcase how the trust has grown over the years.

According to the report, there are some outstanding checks; the projector is included in the facility expense on the spending report.

COMMITTEE REPORTS

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

Thomas reported on the decision from the International Festival Committee to use the shirt design with the festival child on the sand colored shirt. There was some discussion by board members that the mint colored shirt would be a better choice. Morman asked if it was a possibility to purchase both colors. Motion by Thomas to accept the chosen shirt design, but to use the mint colored shirt and give committee members the option of choosing either sand or mint. Second by Pendergraft. Pendergraft, Ellwanger, Epps, Thomas, Poudrier voted yes. Motion passed.

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

Poudrier reported that the Arts and Humanities awards nominations will start in September and that the committee has a set a timeline that they will accept nominations September through October, will make decisions in November, notify recipients in December, and will present the awards in February. Motion by Poudrier to accept the recommendation from the Arts and Humanities Committee for the timeline of these awards. Second by Thomas. Pendergraft, Ellwanger, Epps, Thomas, Poudrier voted yes. Motion passed. Motion by Pendergraft to authorize the Arts and Humanities Division to look for appropriate funding for a mural for the retaining wall in Elmer Thomas Park. Second by Epps. Pendergraft, Ellwanger, Epps, Thomas, Poudrier voted yes. Motion passed.

STAFF REPORTS

8. Review Events Calendar

Morman reviewed the MMA Schedule for the next couple months including: The Country Music Showcase on July 29th, the City of Lawton Birthday Celebration on August 3rd, Lawton Public Schools Professional Day on August 7th, The Collingsworth Family on August 18th, the Lawton Philharmonic season opener Classic Pops II on August 26th, Artrageous on September 8th, Lawton Community Theatre's production of Always Patsy Cline on September 14th through 17th, and the International Festival on September 22nd through 24th.

Sasseen urged the board to sell tickets and promote the Country Music Showcase as it's a fundraiser for the new park being installed in Elmer Thomas Park.

9. Grant Announcements, A & H Update, Staffing Update

Poudrier reported that they did receive \$20,000 from the NEA Big Read Foundation and will receive an additional \$5,000 from the Oklahoma Arts Council to bring in Ross Gay to talk about his book *A Catalogue of Unabashed Gratitude*.

Sasseen reported on the Marquee update saying that they did receive the official letter from the McMahon Foundation granting the funds for the digital updating of the marquee. He also stated that they posted the bid for proposals in the Lawton Constitution and have received a bid from Arrow Sign.

Poudrier reported that the MMA is still without a maintenance person, but they are planning on starting interviews shortly.

BUSINESS ITEMS

10. Consider Proposal of 25% discount for Oklahoma Arts Council Conference Attendees -

Sasseen spoke about how previously the Board voted to align the Motown forever concert with the Annual Oklahoma Arts Council Conference with the hopes that the conference



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attendees would come to the performance. Poudrier reported that the Conference has blocked out a time on their agenda so that the attendees can come to the concert. Motion by Poudrier that the board will provide a 25% discount on Forever Motown tickets to the attendees of the Oklahoma Arts Council Conference. Second by Ellwanger. Pendergraft, Ellwanger, Epps, Thomas, Poudrier voted yes. Motion passed.

11. Consider and take action as necessary to enter partnership with Lawton Community Theatre's 2023-2024 Season - Sasseen talked about the John Denny Playhouse and the major storm damage from the June 15th hailstorm. Motion by Pendergraft to host the Lawton Community Theatre at McMahon and waive rent fees with the expectation that they will assist MAA with their shows and Poudrier will negotiate with Lawton Community Theatre on what all that entails. Second by Epps. Pendergraft, Ellwanger, Epps, Thomas, Poudrier voted yes. Motion passed.

12. Consider approval of Mary Johnson and Associates contract to conduct MAA 2022-2023 audit - Sasseen reported that the Bid from Mary and Associates is \$8,000 and that will include the Lawton Arts and Humanities Committee, International Festival, and the McMahon Auditorium Authority combined. Pendergraft recommends this bid as it is the same company they have used in the past. Motion by Pendergraft to approve the contract bid for the 2022-2023 audit. Second by Ellwanger. Pendergraft, Ellwanger, Epps, Thomas, voted yes. Motion passed.

13. Review and take action as necessary on 2023-2024 MAA Budget - Pendergraft reported that she and Poudrier met earlier that week to iron out the 2023-2024 MAA budget. Motion by Poudrier to table this action with the understanding that the draft budget will be emailed out to board members and subsequently ratified at the next meeting. Second by Pendergraft. Pendergraft, Ellwanger, Epps, Thomas, Poudrier voted yes. Motion passed.

14. Consider and take action on any nominations to fill Board Member vacancy - Sasseen reported on Neil West and his interest in joining the MAA Board. Motion by Pendergraft to nominate Neil West to fill the vacancy on the board. Second by Ellwanger. Pendergraft, Ellwanger, Epps, Thomas, voted yes. Motion passed.

15. Consider approval of 2023-2024 Partnership Support Agreement with the City of Lawton for Arts and Humanities support and Programming. Poudrier spoke about how this article is to approve entering discussions with the city attorney's office to get a partnership agreement to bring to city council for use of the \$350,000 for the National Guard Armory and CLTH and MAA programming funding for fiscal year 2023-2024. Motion by Poudrier that the Arts and Humanities Division will work on the partnership agreement with the \$350,000 going towards MAA and they will bring back the final draft to the board for approval. Second by Epps. Pendergraft, Ellwanger, Epps, Thomas, Poudrier voted yes. Motion passed.

16. Consider and take action as necessary in support of Next Generation Performing Arts Camp Incorporated - Pendergraft spoke on this topic about wanting to apply for a grant to help support the Next Gen Camp. She spoke on the invaluable experiences the campers make each year, but while trying to keep tuition low and constant fundraising, they usually tend to just break even. Pendergraft asked the Board that they consider supporting the camp by way of up to \$1,000. Sasseen asked Poudrier what account it would come out of, and Poudrier answered saying that it would come from either the Show Account or the Arts and Humanities account. Poudrier went on to expound that ultimately for the fiscal year of 2023-24 it would come from the funding provided by the city council and the Hotel/Motel tax

allocation. Poudrier recommends that the board spend funds that they have on hand, with the understanding that it is replenished by the hotel/motel tax allocation. Motion by Poudrier to pay \$2,500 out of the Arts and Humanities Sub granting funds to help support the Next Generation Performing Arts Camp. Second by Epps. Ellwanger, Epps, Thomas, Poudrier voted yes. Pendergraft abstained from voting. Motion passed.

Old Business - None

New Business

17. Poudrier reported on an expense for advertising on KLaw for the Country Music Showcase. Motion by Pendergraft to approve the marketing expenses that exceeds \$500. Second by Ellwanger. Pendergraft, Ellwanger, Epps, Thomas, Poudrier voted yes. Motion passed.

ANNOUNCEMENTS

Poudrier announced the 3rd Let's Talk About It series, The Gilded Age. This series will kick off on July 20th with The Adventures of Huckleberry Finn at the Cameron University Library.

ADJOURNMENT