Minutes
McMahon Auditorium Authority
Thursday, August 9, 2012 – 4:00 pm
Owens Multipurpose Center

CALL TO ORDER / ROLL CALL

MEMBERS PRESENT: Jolly, Sutherlin, Anderson, Kelly, Shahan, and Torbert

MEMBERS EXCUSED: Kent and Pendergraft

MEMBERS ABSENT: Sasseen

GUEST PRESENT: John Hernandez

STAFF PRESENT: Whipp and Morman

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

ITEMS REQUIRING ACTION

1. Consider approving minutes of July 12, 2012 meeting. – Shahan reported that the 77th Army Band 2012 Holiday Concert (see item 7) has now been tentatively scheduled for December 15th. MOTION by Sutherlin, with second by Anderson to approve the minutes of the July 12, 2012 meeting as presented. Roll call results: Sutherlin, Anderson, Kelly, Shahan, and Torbert voted yes. MOTION CARRIED.

2. Consider accepting July financial reports. – Morman reviewed the July financial reports. MOTION by Sutherlin, with second by Anderson to accept the July financial reports as presented. Roll call results: Sutherlin, Anderson, Kelly, Shahan, and Torbert. MOTION CARRIED.

3. Consider approving the amended Trust Indenture (Attachment A). – Sutherlin noted a typo on page four, Article III, (g): To expend all funds "*corning….",* which should read, "coming…"; Whipp stated she will send the correction to the COL Legal Department. Sutherlin inquired about trustees being sworn in at the beginning of their tenure and Whipp reported that she confirmed with the City Clerk's Office that having trustees sign the standard oath for a public trust is recommended and that a copy of such oath will be sent to her. Whipp stated the Board could also elect to be sworn in by a COL judge. MOTION by Torbert, with second by Anderson to approve the amended Trust Indenture as presented with noted typographical correction. Roll call results: Sutherlin, Anderson, Kelly, Shahan, and Torbert voted yes. MOTION CARRIED.

CHAIR'S REPORT

4. Board Member Orientation – October – Chair Jolly stated that the date for the new Board Member Orientation would be set at the September meeting.

5. Capital Outlay Project – Sutherlin directed the Authority to the "FY12-13 Budget Priorities" and "Request to McMahon Foundation for Funds to Replace Stage Floor" documents included in member packets. He stated that the priorities were established in January 2012 prior to requesting the City Council to approve the Authority retaining 100% of the rental fees. He further stated that the City has allocated $30,000 in the Auditorium's Capital Outlay budget for stage lighting. He

reported that the recommendation of the Executive Board is to utilize the $30,000 from the COL for stage lighting, and submit a grant request to McMahon Foundation for funds to replace the stage floor. Discussion ensued regarding the procedure for requesting Capital Outlay funds from the COL and grants from McMahon Foundation, as well as specific projects funds should be used for. Sutherlin requested the McMahon Foundation grant request be placed on the September voting agenda.

Agenda went as follows:

OTHER/NEW BUSINESS

14. "Daughter of Dawn" Silent Movie – Torbert reviewed the film's history and concept. Discussion ensued regarding support, funding possibilities and potential venues to host this event. It was the consensus of the Authority to schedule a meeting with Mr. Albert Johnson, Jr. with Cameron University to discuss a possible collaboration.

TREASURER'S REPORT

6. Authority Budget – Anderson reviewed the Business Budget for FY12-13.

COMMITTEES

7. Committee Sign-Up – Jolly reviewed the three standing committees and a sign-up sheet was passed around.

COORDINATOR'S REPORT

8. Update on contracts and calendar – Morman reviewed the events scheduled in August, and noted the September and October calendars are also in member packets for review. Shahan noted that there was some confusion in the community regarding the COL sponsored Back to School Bash and the K98 Back to School Bash due to the identical event titles.

9. Update on repairs and maintenance – Morman reported that everything is in working order and that Torres has completed several major projects throughout the summer.

ADMINISTRATOR'S REPORT

10. COL Budget for McMahon Auditorium – Whipp stated the budget has been included in member packets for review.

11. Update on HIP sponsorship request – Whipp reported that the tentative date for the 77th Army Band Concert has been changed to December 15th.

12. OK Recreation & Park Society - 2014 Conference – Whipp referred to the handout enclosed in member packets referencing the downtown redevelopment project. She stated the Lawton Fort Sill Chamber has secured the bid to host the Oklahoma Recreation & Park Society's 2014 Conference which will be held at the new Convention Center being built on 2nd Street.

13. Year Ending June 30, 2012 Audit – Whipp stated the auditor will be on site the last week of August and briefly reviewed the fees.

ADJOURN

Chair Jolly adjourned the meeting at 5:15 pm.

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Signature Date approved