



McMahon Memorial Auditorium

801 NW Ferris Ave
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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
Neil West

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 August 10, 2023 – 4:00 p.m. McMahon Memorial Auditorium

CALL TO ORDER / ROLL CALL

MEMBERS PRESENT: Sasseen, Jolly, Pendergraft, Ellwanger, Epps, Poudrier, Thomas, West, Sibilla*

MEMBERS ABSENT:

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 July 2023 meeting.

2. Consider accepting the bank register reports.

Motion by Ellwanger to approve the consent agenda as presented. Second by Poudrier.

Jolly, Pendergraft, Ellwanger, Epps, Poudrier, Thomas, and West voted yes. Motion passed.

CHAIR'S REPORT

3. Auditorium Update

Sasseen reported that the auditorium renovation is still delayed.

Sasseen reported that they accepted the bid from Arrow Signs and are moving forward with the digital marquee. He said the next step is to update the electric that is currently in the Marquee and to get approval from the City of Lawton on the light variance.

4. Other announcements: Sign updated Trust Indenture

Poudrier reported on the updated trust indenture. He said that everything had been approved by legal and City Council and all that was left to do was for the McMahon Auditorium Authority board members to sign.

TREASURER'S REPORT

5. CPA's Financial Reports

Pendergraft reported that the financials are still in a good place and that very transaction coming in and going out are being accounted for.

COMMITTEE REPORTS

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

Thomas reported that the International Festival is coming along and that everything is on track. There was a bit of a set back with the Volunteer performers, but they are currently working it out. As for vendor, Thomas reported that there are currently more vendors than previous years.

Motion by Poudrier to ratify the acceptance of the vendors and to wait to ratify the volunteer performers. Second by Jolly.

Jolly, Pendergraft, Ellwanger, Epps, Poudrier, Thomas, and West voted yes. Motion passed.

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

Poudrier reported on the Cultural Awards nomination form and the Art Purchase Award nomination form. He reported that the Arts and Humanities committee believe that they are underfunding the art purchase award and the Arts and Humanities Committee request to raise the monetary reward to \$900.

Motion by Jolly to increase the budget to \$900. Second by Pendergraft.

Jolly, Pendergraft, Ellwanger, Epps, Poudrier, Thomas, and West voted yes. Motion passed.

STAFF REPORTS

8. Review Events Calendar

Morman reported on the recent events held at the McMahon Memorial Auditorium and reported on the upcoming events. There was discussion on the success of the City of Lawton Birthday Celebration.

Sasseen reported on the success of the Country Music Showcase and the success of different types of promotions and marketing. There was discussion on what the best type of promotion and marketing that they used and ways that the board and the Arts and Humanities Office can promote the MAA upcoming shows.

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

Poudrier reported on the grants that he is currently working on. He reported that he is currently working on several for the International Festival and he is teaming up with some professor in the theatre department at Cameron University and together that are working on another grant to help fund a stage combat workshop.

Poudrier also reported that his office has offered the position of full time maintenance worker to someone and as long as they pass they physical, they will be starting soon.

BUSINESS ITEMS

10. Consider and take action on 2023-2024 Budget.

Poudrier reported that they are still waiting to hear from the Hotel/Motel tax.

Motion by Jolly to table this business. Second by Ellwanger.

Jolly, Pendergraft, Ellwanger, Epps, Poudrier, Thomas, and West voted yes. Motion passed.

11. Consider and take action on reports from Guernsey regarding Carnegie Library Town Hall and National Guard Armory

Sasseen reminded the board about where the funding for the Carnegie Library Town Hall and the National Guard Armory repair and renovations is coming from. He then reported on a few quotes from Guernsey for renovations to bring the Carnegie Library Town Hall to top conditions and to turn the National Guard Armory into a performance space. Sasseen proposed that the board takes \$50,000 or less out of the funding pledged to the Carnegie Library Town Hall and the National Guard Armory and pay Guernsey to perform a study and report on both buildings. The board will then bring the report to City Council and ask if more funding can be appointed to the MAA to make the renovations and upgrade the Carnegie Library Town Hall and the National Guard Armory.



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West had a question about if the board did not use the \$50,000 for repairs to these buildings, would negatively impact the current entities operating out of both buildings. Sasseen assured that it wouldn't negatively impact them seeing as there will still be quite a bit of funding left to work on the necessary repairs.

Jolly had a question about if there would be any political repercussions of spending this funding on a study since it was not originally allocated for that purpose. Sasseen replied that there will not be any repercussions because he will receive a consensus prior to spending it. Pendergraft also weighed in saying that as long as it is still intended to repair and renovate, there shouldn't be any repercussions.

Sasseen also reported that he will be meeting with the insurance agency to work on getting a claim for the hail damage from the June 2023 Hail storm.

Motion by Jolly to pay Guernsey up to \$50,000 to do a study on both the Carnegie Library Town Hall and the National Guard Armory. Second by Pendergraft.

Jolly, Pendergraft, Ellwanger, Epps, Poudrier, Thomas, and West voted yes. Motion passed.

15. Consider and take action on any nominations to fill Board Member Vacancy.

There was no discussion on this business item as the appointment of Neil West was already ratified by the City Council at their meeting on August 8th, 2023.

Old Business

New Business

ANNOUNCEMENTS

Pendergraft thanked the board for supporting the Next Generation Performing Arts Camp and their production of Chicago. She said that it was a wonderful show and the kids did amazing.

West expressed thanks to the board for inviting him to join.

Sabilla apologized for missing the past meeting and reported that there are a lot of people on Ft. Sill who complain about there being nothing to do.

Epps reported that he and Poudrier have been talking about possibly doing joint marketing between the Chamber of Commerce and the McMahon Auditorium. He also reported that the Chamber will be doing a quarterly community calendar scrub. This scrub will help the different community groups see conflicts and work together to find ways to deconflict the different events.

Thomas announced that this month, she will be starting meetings to work on NEA Big Read Lawton.

ADJOURNMENT