Minutes
Regular Monthly Meeting
McMahon Auditorium Authority
Thursday, August 14, 2014 – 4:00 pm
Owens Multipurpose Center

CALL TO ORDER / ROLL CALL

MEMBERS PRESENT: Anderson, Jolly, Kelly, Kent, Sasseen, *Shahan, and *Torbert

MEMBERS EXCUSED: Sutherlin and Pendergraft

STAFF PRESENT: Whipp, Morman, and Gilbert

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

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 June 12, 2014 meeting.
2. Consider accepting June financial reports.
3. Consider accepting July financial reports.

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

CHAIR'S REPORT
None

TREASURER'S REPORT
None

COMMITTEES
None

COORDINATOR'S REPORT

4. August, September and October Event Calendar – Morman asked the Authority to review the calendar with upcoming events and stated that there were numerous new Fort Sill bookings.

ADMINISTRATOR'S REPORT

5. FY13-14 Audit Update – Whipp reported that information for FY 2013/14 has been sent to the auditor and that she will be on site the week of August 25th. She stated the audit will be on the November voting agenda and must be submitted to the COL by the end of November.

5. COL Budget Update – Capital Outlay Projects (*Shahan and *Torbert entered) - Whipp reviewed the five Capital Outlay projects that have been appropriated in the McMahon Auditorium's FY14-15 budget, to include stage lighting, roof overlay, stage floor, repair to lobby floor due to foundation issues and HVAC matching funds for the OSMPC grant. Sasseen recommended that the Authority begin researching the projects now in order to

be prepared to proceed once staff has final approval to proceed with each project. Whipp also reminded everyone to vote on Tuesday, August 26th.

BUSINESS ITEMS
None

OLD BUSINESS ITEMS

7. Dock Lift – Sasseen reported the project is moving forward and that two additional written quotes are needed. Jolly reported that he is in the process of securing quotes and that the City will remove the concrete slab in front of the dock. He stated that the electrical requirements have been completed, and the recommendation is to hire a contractor for a turn-key project.

8. MAA Strategic Plan – Whipp noted that Chair Sutherlin stated at the last meeting that a Saturday will be scheduled at a later date for members to meet and review the Strategic Plan. Shahan stated that having the Authority's Strategic Plan has been extremely helpful in getting support from City Council for necessary improvements.

NEW BUSINESS ITEMS

9. Consider sponsoring the 77th Army Band 2014 Holiday Concert. – Whipp reported this request was presented and approved last year for the 2013 Holiday Concert and that the Authority waived all auditorium fees and paid the stagehand and security fees as part of the sponsorship. Discussion ensued regarding marketing the Authority's sponsorship of this event. MOTION by Jolly, with second by Torbert to approve the request from the 77th Army Band Holiday Concert by providing the same sponsorship as in 2013. Roll call results: Jolly, Kent, Sasseen, Shahan, and Torbert voted yes. MOTION CARRIED.

10. Consider waving fees for LAHC's annual Student Performance on February 5 & 6, 2015. – Whipp reported this is the annual request from the LAHC for sponsorship; stating that LCT has been contracted to present two shows on February 6th; at 10:00 a.m. and 6:30 p.m. She stated that historically the Authority has waived all auditorium fees and that LAHC pays the stagehand and security fees. Motion by Shahan, with second by Jolly to waive fees for the annual Student Performance as stated. Roll call results: Jolly, Kent, Sasseen, Shahan, and Torbert voted yes. MOTION CARRIED.

OTHER BUSINESS

ADJOURN

Vice Chair Anderson adjourned the meeting at 4:20 p.m.

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Chair Date Approved