



McMahon Memorial Auditorium

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Allan Jolly
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Burl Ragland
Dory Thomas
Jason Poudrier
Julia Sibilla
Paul Ellwanger
Taron Epps

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

Tereasa L. Neeley
Administrative
Assistant

Minutes Regular Monthly Meeting McMahon Auditorium Authority Sept 8, 2022 – 4:00 p.m. McMahon Memorial Auditorium

CALL TO ORDER / ROLL CALL

MEMBERS PRESENT: Sasseen, Jolly, Pendergraft, Ellwanger, *Poudrier, *Jones, and Thomas

MEMBERS ABSENT: Epps and Ragland

GUESTS PRESENT: *Alex Rodriquez

STAFF PRESENT: Morman and Neeley

Chair Sasseen called the meeting to order at 4:00pm and declared a quorum.

The meeting went as follows:

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 Aug 2022 meeting.
- 2.Consider accepting the Aug bank register reports.

Motion by Pendergraft, second by Jolly to accept the consent agenda as presented. Roll call results: Jolly, Pendergraft, Ellwanger, and Thomas voted yes. Motion Carried.

(*Rodriquez enters)

STAFF REPORTS

8.Review Events Calendar—Deputy Administrator – Morman reported September is all about the International Festival. In October, we will be assisting in selling tickets for Marvin Sapp. The Jeremy Camp tickets will be online only. In November, the Big Read kickoff will be on the 5th at the museum, and a play, 49, will take place on the 18th. The 77th Army band will return on the 14th for their holiday concert.

9.Staffing Changes Update—A&H Admin – Morman reported there are currently two open positions. The arts coordinator position has been split into two part time positions.

CHAIR'S REPORT

10.Auditorium Update (Sasseen & Jolly) – Jolly reported the city has met with the architect twice and the plans needed to be tweaked due to the new floor plan. The estimated project costs are currently over the original proposed budget due to material increases. They plan on having 65% plans by November and 100% plans by the end of the year. Sasseen met with Joe Painter, and he is concerned with the cost increase. Sasseen plans to ask City Council for additional funds to cover price increase. Discussion ensued.

11. Other announcements – Remaining, existing grant funds for auditorium improvement are being used to update the green room.

TREASURER'S REPORT

12. CPA's Financial Reports – Pendergraft reviewed the CPA's financial report. She is currently working on the new budget that includes activities assumed with absorption of the Arts and Humanities Council's mission.

Sasseen introduced Alex Rodriguez an intern with the auditorium. Rodriguez states a short bio.

COMMITTEE REPORTS

13. International Festival Committee – Thomas reported they now have a lot of volunteers for the festival. The Marines and Army plan on assisting with set up and tear down this year. They are working on a schedule for the interactive area and one of the entertainers will be Duncan Public Library. Thomas reported they received a grant for \$5,000 from the Mid-America Arts Alliance to offset some of the costs of Grupo Fantasma.

14. Arts and Humanities Committee – Sasseen referred to the two forms in the packet. He reviewed with the committee the Art Purchase Award, Cultural Awards, and call or submissions and nominations.

BUSINESS ITEMS

10. Consider recommendation that arts and humanities sub-granting application, terms, and conditions be reviewed by City of Lawton Legal. – Sasseen reported that Poudrier took language from the OAC and modified it to apply for grants. Motion by Jolly, second by Pendergraft to approve recommendation that arts and humanities sub-granting application, terms, and conditions be reviewed by City of Lawton Legal and then be presented again to the board for approval. Roll call results: Jolly, Pendergraft, Ellwanger, and Thomas voted yes. Motion Carried.

(*Poudrier enters)

10. Request for use of annual allocation of PROPEL funds to support concerts and events. – Sasseen reported it was time for the authority to access the 2019 propel funds. They currently have two ways to access the funds. They can do a reimbursement or ask for the funds. These funds are to be used towards programing. Sasseen suggested that four events be scheduled for 2023 and use the propel funds as backing. Poudrier and Andrea suggested that we focus on three events. Sasseen reported they have approximately \$19,800 to request out of the propel funds, and the board needs to submit a budget to be able to access the funds. He requests Poudrier and Morman work together on the calendar to see when they will be able to hold the three events. Discussion ensued. Sasseen asked that members get with Poudrier on submitting names for events. Motion by Pendergraft, second by Ellwanger to request the use of annual allocation of PROPEL funds to support up to three concerts and events. Roll call results: Jolly, Pendergraft, Ellwanger, and Thomas voted yes. Motion Carried.

11. Consider recommendation of a three-show season for 2023, month of shows, and budget. – Sasseen reported Poudrier had a strong feeling they need to have a season. If they are able to do three shows, they would be more efficiently marketed as a season. The board recommends shows that are between \$5,000-\$15,000 thousand dollars. Discussion ensued. Consensus was not to do a show if the authority feels they can not cover the cost. They want a reasonable priced artist. The estimated amount for talent will be \$15,000, this will be a guide for 2023, they do not want to go over this amount. Motion by Jolly, second by Pendergraft to have three events for 2023 and not exceed \$15,000 per artist. Roll call results: Jolly, Pendergraft, Ellwanger, Poudrier, and Thomas voted yes. Motion Carried.

OLD BUSINESS

13. Consider scheduling new date and time to update MAA strategic plan 2025. – Sasseen recommended tabling items number 13 and 14 and scheduling a planning meeting in January. Motion by Poudrier, second by Thomas to table items number 13 and 14. Roll call results: Jolly, Pendergraft, Ellwanger, Poudrier, and Thomas voted yes. Motion Carried.
14. Consider scheduling a date for discussion of updating policies and fees for McMahon Memorial Auditorium.
– See item #13

NEW BUSINESS

None

ANNOUNCEMENTS

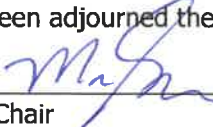
Sasseen reported they have finished with the fire sprinkler system, they are working on getting the fire pump house that is required. Sasseen estimates it will cost around \$200,000. Poudrier will request the expenditure in his capital outlay budget for 2023-2024. The request could also be routed through City Council.

The auditorium is needing a security system. They have lost two catalytic converters and no video proof of the crime. Poudrier intends to also request capital outlay funds for a new security system, and a fenced area for the pumphouse that could also be used for storage of vehicles overnight.

Thomas reported the NEA BIG READ is in November and they will be receiving a \$16,000 from the NEA in October. She asked if Sasseen could be at the November 5th event. They will be supplied food for 1,000 people by the Comanche Nation for the Kickoff event. Poudrier said the biggest expense will be buying books, the play, 49, and giving away t-shirts.

ADJOURNMENT

Sasseen adjourned the meeting at 5:11pm


Chair

4-17-23
Date Approved