



801 NW Ferris Ave  
PO Box 522  
Lawton, OK 73502  
580-581-3472  
Fax 580-581-3473  
www.lawtonok.gov



**Minutes  
Regular Monthly Meeting  
McMahon Auditorium Authority  
September 10, 2020 – 4:00 p.m.  
McMahon Auditorium Lobby**

Alan Jolly  
Chair

Max Sasseen  
Vice-Chair

Teresa Pendergraft  
Secretary/Treasurer

Mike Jones  
Burl Ragland  
Audy R. Snodgrass  
Dory Thomas  
David Torbert  
Billie A. Whipp

Billie A. Whipp, Interim  
Director, Parks &  
Recreation Department

Andrea Morman,  
Auditorium  
Coordinator

Tereasa L. Neeley,  
Administrative Assistant

**CALL TO ORDER / ROLL CALL**

**MEMBERS PRESENT:** Jolly, Pendergraft, Jones, Ragland, Thomas, Torbert, Whipp

**MEMBERS ABSENT:** Sasseen, Snodgrass

**STAFF PRESENT:** Leal, Morman, Whipp

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

**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 August 13 meeting.

2. Consider accepting the August bank register reports.

Motion by Pendergraft, second by Jones, to accept the consent agenda as presented. Roll call results: Pendergraft, Jones, Ragland, Thomas, Torbert, Whipp voted yes. Motion Carried.

**CHAIR'S REPORT**

Chair Jolly reported he would like to meet with the McMahon Auditorium Authority members for a Saturday work session in October/November to reassess the multiyear Strategic Plan from 2018. Members were asked to notify the Chair with possible dates for the meeting.

**TREASURER'S REPORT**

3. 501c3 Update – Pendergraft reported no update on the 501c3 since they electronically submitted the application to the IRS and hope to hear back from them by the end of December.

4. CPA's Financial Reports – Pendergraft reviewed the financials for July and August. No Discussion from Authority.

**COMMITTEE REPORTS**

5. Stage Lighting Project – Jolly reported four large moving lights and projectors purchased with funds from the Phase 2 & 3 grant have been delivered and installed and additional electrical work has been done in the attic for preparation of the installation of a lighting

truss. Whipp reported that Sasseen has everything necessary for streaming events in October and the streaming project is almost operational. Whipp also reported that a request to the Lawton Arts & Humanities Council for an allocation of \$1,000 for a website to assist with the streaming was made and approved.

#### **STAFF REPORTS**

6. Review Event Calendar – Morman reported future events for the auditorium include the Thrive Women's Conference on October 10, Lawton Community Theatre's production of "Always...Patsy Cline" on October 15-18 and October 23-25, and City of Lawton will utilize the auditorium for safety classes for its employees on October 21 and 29. Due to COVID-19 concerns, Platt College has canceled its graduation for September 19 and the Indigenous Peoples Day Celebration canceled its event for October 12. Sgt. Johnson from the 77<sup>th</sup> Army Band is waiting for headquarters to determine if the band can perform at the auditorium. In December, the Lawton Ballet Theatre is planning to schedule four shows in three days. The annual presentation of Handel's "Messiah" is being reviewed by the City Manager's Office for a request to increase the audience size from 300 to 400 for its performance in December. The event will see a reduction of the Chorus to 32 people and a smaller orchestra.

7. COL Budget Updates – Capital Outlay items. Whipp reported there is an opportunity to ask the city about reallocating the Capital Outlay budget to include current priority projects. Discussion followed regarding the purchase of chairs, security system, Marley floor and repairs to the collapsed pipes in the women's restroom in the lobby.

#### **BUSINESS ITEMS**

8. Consider LCT rental rate for "Always...Patsy Cline" scheduled for October 12 - 26. The McMahon Auditorium Authority members discussed a reduction of the rental fee. Pendergraft made a motion to reduce the rental fee to \$500 per weekend, for a total of \$1,000, Second by Torbert. Roll call results: Pendergraft, Jones, Ragland, Thomas, Torbert, Whipp voted yes. Motion Carried.

#### **OLD BUSINESS**

None

#### **NEW BUSINESS**

None

#### **ANNOUNCEMENTS**

Jolly reported how Morman did a great job in getting the AC working for LCT's Sunday performance after noticing the system was not working correctly during the Saturday night performance. Morman came back to check on the facility Sunday morning and contacted repairmen who were able to fix it before the Sunday matinee performance at 2:00 p.m.

#### **ADJOURNMENT**

Chair Jolly adjourned the meeting at 4:41 p.m.

  
Chair

10-8-20  
Date Approved