McMahon Memorial Auditorium

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Max Sasseen
Chair

Allan Jolly
Vice-Chair

Teresa Pendergraft
Secretary/Treasurer

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 Specialist

Reagan Williams
Administrative
Assistant

Nicholas Sasseen
Art's & Humanities
Technical Coordinator

Joseph Cox
Arts & Humanities
Maintenance Tech

Agenda

Regular Monthly Meeting
McMahon Auditorium Authority
October 10, 2024 – 4:00 p.m.
McMahon Memorial Auditorium

PUBLIC POSTING
LAWTON CITY HALL
RECEIVED DATE/TIME 10/9/24 @ 3:49 pm
BY: City Clerk's Office

CALL TO ORDER / ROLL CALL

VERIFY POSTING OF MEETING

Action: Verification of posting time, place, and date

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 September 12, 2024 meeting.
2. Consider accepting the bank register reports for September 2024.

CHAIR'S REPORT

3. Auditorium Update
4. Other announcements

TREASURER'S REPORT

5. CPA's Financial Reports

STAFF REPORTS

6. Review Events Calendar, and Audit Update—A&H Deputy Administrator
7. Hotel/Motel, CIP, ARPA Funds Update and Grants Update—A&H Administrator

COMMITTEE REPORTS

8. Receive Report from International Festival Committee and take action as necessary.
    i. International Festival Budget Numbers and After Action Review
    ii. Consider ratifying decision on 2024 November and December Meetings schedule and annual schedule of meeting notice for 2025.
9. Receive Report from Arts and Humanities Committee and take action as necessary.
    a. Discuss and consider approving authorization of Arts and Humanities staff to schedule instructors and promote five, six-week art classes, meeting once a week on Tuesday nights at Carnegie Library Town Hall starting in January 2025 with enrollment fees capped at $50.00 per attendee and authorizing up to $500 to be paid to instructors per course out of 2025 Hotel/Motel Fund allocation. Instructors would also teach one free public course per tenure.
    b. Discuss assistance in promotion of Arts and Humanities Awards Nominations, deadline November 5th.
    c. Consider approval of annual schedule of meeting notice for 2025.

BUSINESS ITEMS

10. Consider authorizing staff to follow City of Lawton Purchasing policy and utilize up to $11,000 of ARPA funds to purchase 8x24 indoor/outdoor staging and utilize up to $5,000 from 2025 Hotel Motel Funds to cover accessories and any remaining balance needed to complete purchase and take action as necessary.
11. Consider partnership agreement with Lawton Community Theatre to conduct Youth Theatre Talent Showcase in March 2025 to be held at Central Middle School auditorium.
12. Discuss promotional budget for Army Field Band and Choir: America the Beautiful Concert and take action as necessary.
13. Consider and take action on annual meeting notice for 2025.
14. Consider opening two accounts with Liberty National Bank, one account for Carnegie Library Town Hall and the National Guard Amory repair funds, and one account for insurance related repairs for Arts and Humanities related buildings, with Jason Poudrier, Max Sasseen, Alan Jolly, and Teresa Pendergraft listed as signers on both accounts, and take action as necessary.

OLD BUSINESS

NEW BUSINESS

15. Consider draft of 2030 Strategic Plan and take action as necessary.

ANNOUNCEMENTS

ADJOURNMENT

The City of Lawton encourages participation from all citizens. If participation at any public meeting is not possible due to a disability, notification to the City Clerk at 580-581-3305 at least 48 hours prior to the scheduled meeting is encouraged to make the necessary accommodations. The city may waive 48-hour rule if interpreters for the deaf (signing) is not the necessary accommodation.

Please call The Arts & Humanities Office at 581-3470 or 581-3471 if you cannot attend the meeting!