Minutes
Regular Monthly Meeting
McMahon Auditorium Authority
Thursday, November 8, 2012 – 4:00 pm
Owens Multipurpose Center

CALL TO ORDER / ROLL CALL

MEMBERS PRESENT: Jolly, Sutherlin, Kelly, Kent, Pendergraft, Shahan, and Torbert

MEMBERS EXCUSED: Anderson

MEMBERS ABSENT: Sasseen

STAFF PRESENT: Whipp and Morman

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 October 11, 2012 meeting.
2. Consider accepting October financial reports.

MOTION by Sutherlin, with second by Kent to approve the consent agenda. Roll call results: Sutherlin, Kent, Pendergraft, Shahan, and Torbert voted yes. MOTION CARRIED.

BUSINESS ITEMS:

3. Consider giving permission to the Administrator and Auditorium Coordinator to act on behalf of the Authority. (Attachment A) Chair Jolly directed the Authority to Attachment A. Whipp reviewed the information, and stated that this is a formality recommended by the City of Lawton's Legal Department as an annual voting item. – MOTION by Shahan, with second by Pendergraft to give permission to the Administrator and Auditorium Coordinator to act on behalf of the Authority as outlined in Attachment A. Roll call results: Sutherlin, Kent, Pendergraft, Shahan, and Torbert voted yes. MOTION CARRIED.

4. Consider LPO's request for the Authority to purchase 100 musician chairs for the Auditorium. – Sutherlin reported having assessed the current inventory of chairs stating that some do need to be replaced due to years of normal wear and tear, but recommends purchasing same style of chairs which cost considerably less than musician chairs. He also stated that the purchase of chairs is not currently on the Authority's priority list of improvements that was established at budget time. Discussion ensued with the consensus being to deny the request to purchase musician chairs at $100 and continue to appropriate funds as they come available to those improvement items that have been prioritized. MOTION by Torbert, with second by Sutherlin that chairs will not be replaced as that is not on the Auditorium's improvement list established by the Authority during current year's budget preparation. Roll call results: Sutherlin, Kent, Pendergraft, Shahan, and Torbert voted yes. MOTION CARRIED.

5. Consider not meeting in the month of December. – MOTION by Kent, with second by Sutherlin to adjourn for the month of December. Roll call results: Sutherlin, Kent, Pendergraft, Shahan and Torbert voted yes. MOTION CARRIED.

NEW BUSINESS ITEM:

6. Consider approving development of Request for Proposal (RFP) for upgrades to stage lighting. – Sutherlin requested approval to proceed with development of the RFP for upgrades to the stage lighting. Whipp stated that $30,000 has been appropriated in the COL's Capital Outlay budget. MOTION BY Kent, with second by Pendergraft to approve development of RFP for upgrades to stage lighting. Roll call results: Sutherlin, Kent, Pendergraft, Shahan and Torbert voted yes. MOTION CARRIED.

CHAIR'S REPORT

None

TREASURER'S REPORT

Whipp gave an overview of the increase in the Authority's revenue due to retaining 100% of the rental rates as approved by City Council effective July 1, 2012.

COMMITTEES

Chair Jolly thanked members who volunteered to serve on various committees and stated they would be called to meet as needed based on the responsibilities of each committee.

COORDINATOR'S REPORT

7. November, December and January Event Calendar – Morman reviewed upcoming events.

8. Repairs and maintenance – Whipp reported that there are foundation issues and asked Sutherlin to explain what has occurred. Sutherlin reported cracks in the structure on both the east and west sides of the lobby, and stated that the COL Engineering Department has inspected the damage and will provide a report of their findings. Shahan provided an update on the purchase of the HVAC system.

ADMINISTRATOR'S REPORT

None

OTHER BUSINESS

Shahan addressed community concern regarding local high school bands being in need of financial support. Discussion ensued on ways the community could support the bands and other school based cultural programs.

ADJOURN

Chair Jolly adjourned the meeting at 4:45 p.m.

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Chair Date Approved