



McMahon Memorial Auditorium

801 NW Ferris Ave
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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
Arts & Humanities
Technical Coordinator

Joseph Cox
Arts & Humanities
Maintenance Tech

Agenda **Regular Monthly Meeting** **McMahon Auditorium Authority** **Nov 9, 2023 – 4:00 p.m.** **McMahon Memorial Auditorium**

CALL TO ORDER / ROLL CALL – 4:01pm

PRESENT: Sasseen, Jolly, Ellwanger, Epps, Poudrier, West*

ABSENT: Pendergraft, Thomas, Sabilla

STAFF:

VERIFY POSTING OF MEETING

Action: Agenda was posted on November 8th at 2:45pm

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.
2. Consider accepting the bank register reports.

Motion by Jolly to approve the past minutes and to table the financials, second by Ellwanger.

Jolly, Ellwanger, Epps, and Poudrier voted yes. Motion carried.

CHAIR'S REPORT

3. Auditorium Update

Sasseen reported that the City of Lawton's Finance Director is still working on the loan for the lobby renovation.

4. Other announcements

Sasseen reported that the digital screens for the new marquee are here in town. He reported that Arrow Signs is currently working on the metal frames for the digital screens. He also reported that the underground boring and Transformer installation by PSO will start on November 20th.

TREASURER'S REPORT

5. CPA's Financial Reports

No report

STAFF REPORTS

6. Review Events Calendar—Administrative Assistant

Poudrier reviewed the events coming up through December 25th.

November 9th – Newsboys Concert

November 11th – A & H office supporting the City of Lawton Veterans Day celebration

November 12th – 77th Army Band Veterans Day Concert

November 19th – Southstar Dance Academy presents their Holiday Production

December 2nd – Sherri's Dance Center Presents their First Annual Winter Show

December 6th – 77th Army Band Holiday Concert

December 9th – Schubert Music Club presents Handel's Messiah

December 15th-17th – Lawton Ballet Theatre presents The Nutcracker Ballet

Poudrier concluded the report by saying that the McMahon Memorial Auditorium will be booked every single weekend leading up to Christmas Day.

7. Forever Motown Report, Staffing Update—A&H Admin

Poudrier reported that they had just over 500 ticket sold and that the Performers put on a great show.

Poudrier reported that with the addition of Joseph Cox, the Arts and Humanities division and McMahon Auditorium is fully staffed. He went on to say that Andrea Morman, the Deputy Administrator of the Arts and Humanities Division, is currently out on medical leave.

COMMITTEE REPORTS

8. Receive Report from International Festival Committee and take action as necessary.

Poudrier reported that the International Festival Committee has voted to not meet in December and has asked the board to ratify their decision.

Motion by Poudrier to ratify the decision made by the International Festival committee to not meet in December, Ellwanger seconded.

Jolly, Ellwanger, Epps, and Poudrier voted yes. Motion carried.

9. Receive Report from Arts and Humanities Committee and take action as necessary.

Poudrier reported that the Arts and Humanites Committee voted to extend the deadline of submission for the Arts cultural award and the Art Purchase Competition and has asked the board to ratify their decision.

Motion by Poudrier to ratify the decision made by the Arts and Humanities Committee to extend the deadline of the Cultural Awards and Art Purchase Competition, second by Ellwanger.

Jolly, Ellwanger, Epps, and Poudrier voted yes. Motion carried.

BUSINESS ITEMS

10. Consider waiving rental fees for Black History Month Celebration performance for Lawton Fort Sill Chamber of Commerce Collaboration on February 29th and take action as necessary.

There was some discussion on which fees should be waived or if all should be waived.

Poudrier motioned to waive up to \$2,500 in rental fees and expenses associated with the Black History Month Celebration Performance for Lawton Fort Sill Chamber of Commerce Collaborative effort on February 29th, seconded by Jolly.

Jolly, Ellwanger, Epps, and Poudrier voted yes. Motion carried.

11. Consider making \$10,000 available out of 2019 PROPEL funds for second year of grants in support of Arts Programing for Fiscal Year 2023-2024 and take action as necessary.

There was discussion on the success of the 22-23 Fiscal Years subgranting program.

Poudrier reported on the success of several of the programs that were funded and he suggested to keep the \$10,000. Sasseen asked for clarification as to why they are wanting to continue the subgranting program. Poudrier replied that there is a federal grant program that helps fund local subgranting programs, but there must be at least a 3 year precedence of said subgranting.

*West Entered



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Jolly Motioned to make \$10,000 available out of 2019 PROPEL funds for a second year of grants in support of arts programming, Epps seconded.

Jolly, Ellwanger, Epps, Poudrier, and West voted yes. Motion carried.

12. Consider McMahon Auditorium Authority Annual Meeting Schedule for 2024-2025 and take action as necessary.

Jolly motioned to accept the McMahon Auditorium Authority Annual Meeting Schedule for 2024-2025 that was included in the packet, seconded by Poudrier.

Jolly, Ellwanger, Epps, Poudrier, and West voted yes. Motion carried.

13. Consider supporting reallocation of \$250,000 of City of Lawton Arts and Humanities funds for fiscal year 2023-2024 for support of completion of ADA Expansion of Elmer Thomas Park playground with condition that an amount equal to any funds transferred be allocated for 2024-2025 for use for repairs at Carnegie Library Town Hall and the National Guard Armory.

Sasseen reported that there is a possibility of reallocating funding that will not be spent by the end of the 23-24 fiscal year, to the completion of the ADA park expansion at Elmer Thomas Park. He said that this allocation will need approval of the City Council, but first it must be supported by the McMahon Auditorium Authority.

Motion by Jolly to support the supporting reallocation of \$250,000 of City of Lawton Arts and Humanities funds for fiscal year 2023-2024 for support of completion of ADA Expansion of Elmer Thomas Park playground with condition that an amount equal to any funds transferred be allocated for 2024-2025 for use for repairs at Carnegie Library Town Hall and the National Guard Armory, seconded by Epps.

Jolly, Ellwanger, Epps, Poudrier, and West voted yes. Motion carried.

14. Discuss ARPA Funding for McMahon Auditorium Authority and take action as necessary.

Sasseen reported that the McMahon Auditorium Authority is able to receive ARPA funding. He explained that because there was a loss of revenue when the Auditorium shut down, that the MAA could use for repairs to the National Guard Armory, the Carnegie Library Town Hall, or for more equipment at MMA. Poudrier went on to report that the deadline to apply is the end of December.

Motion by Poudrier to direct the staff of the Arts and Humanities Division to submit for the ARPA grant and to elicit feedback from the Authority before the submission, seconded by Ellwanger.

Jolly, Ellwanger, Epps, Poudrier, and West voted yes. Motion carried.

15. Consider not meeting in the month of December and take action as necessary.

There was discussion on whether to keep the regularly scheduled meeting, but after voting on Agenda Item 14, they decided that it may be best to meet in December on the 14th.

Motion by Jolly to meet in December, seconded by West.

Jolly, Ellwanger, Epps, Poudrier, and West voted yes. Motion carried.

OLD BUSINESS

NEW BUSINESS

ANNOUNCEMENTS

ADJOURNMENT – 5:10pm