

**Minutes
Regular Monthly Meeting
McMahon Auditorium Authority
Thursday, November 10, 2016 – 3:00 pm
MMA Lobby**

CALL TO ORDER / ROLL CALL

MEMEBERS PRESENT: Torbert, Sasseen, Pendergraft, Kent, Ragland, Snodgrass and Whipp

MEMBERS EXCUSED: Jolly

MEMBERS NOT PRESENT: Anderson

STAFF PRESENT: Whipp, Morman and Neeley

Presentation of FY15-16 Audit – Rahhal Henderson Johnson, PLLC – Chair Torbert introduced and welcomed auditor Mary Johnson. Johnson presented an overview of the MAA FY15-16 audit. The board members were given an opportunity to review the audit and ask questions. The board members thanked Johnson for attending the meeting. Chair Torbert also introduced Lorna Funkhouser, CPA and welcomed her. She did not have anything else to add to the audit report.

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 13, 2016 regular meeting.
2. Consider accepting the October bank register reports.
3. Consider not meeting in the month of December.

Chair Torbert gave members time to look over the consent agenda items. Torbert asked if they need to meet in December regarding the sound system with Sasseen stating they did not need to meet until January. MOTION by Whipp, with second by Kent to approve the consent agenda. Roll call results: Sasseen, Pendergraft, Kent, Ragland and Whipp voted yes. MOTION CARRIED.

CHAIR'S REPORT

4. Chairs for auditorium – Chair Torbert reported that he delivered the sample chair to Mr. Jackson with the Lawton Philharmonic Orchestra (LPO) to get feedback but has not heard back from him at this time.
5. McMahon Foundation Grant – Chair Torbert reported speaking with several McMahon Foundation Trustees regarding the Authority plans to apply for a grant and that he received positive feedback.
6. Auditorium improvements list – No new report.

TREASURER'S REPORT

7. Financial reports from CPA – Pendergraft reviewed the financial statements prepared by Funkhouser and stated everything balanced with internal reports prepared by staff and that September was a better month in that we had some income. MOTION by Kent, with second by Ragland to approve financial reports. Roll call results: Sasseen, Pendergraft, Kent, Ragland and Whipp voted yes. MOTION CARRIED.

COMMITTEE REPORT – Sasseen reported that he, Alan and Scott Hoffman had a productive meeting regarding implementing improvements to the sound system. Sasseen stated that more research was necessary in order to establish an accurate amount for the grant request. Discussion ensued over what items to put in the grant. Torbert recommended waiting until the January meeting to discuss the grant request further. Whipp reported she informed the City Manager and Assistant City Manager about the Authority's intentions to apply for a grant from McMahon Foundation and they did not have any concerns.

STAFF REPORTS

8. November, December and January Event Calendar – Morman reviewed the calendar of events and noted the 77th Army Band will have their annual holiday concert sponsored by the Authority on December 9th and the performance of Handel's Messiah will take place on December 10th. Chair Torbert invited everyone to attend.

BUSINESS ITEMS

9. Consider approving the FY15-16 Audit. MOTION by Kent, with second by Pendergraft to approve the FY15-16 Audit. Roll call results: Sasseen, Pendergraft, Kent, Ragland and Whipp voted yes. MOTION CARRIED.
10. Consider giving Administrator and Auditorium Coordinator permission to act on behalf of the Authority as presented in attachment "A". MOTION by Sasseen, with second by Pendergraft to give the Administrator and Auditorium Coordinator permission to act on behalf of the Authority as stated in attachment "A". Roll call results: Sasseen, Pendergraft, Kent, Ragland and Whipp voted yes. MOTION CARRIED.

OLD BUSINESS

None

NEW BUSINESS

None

ANNOUNCEMENTS – Whipp announced that the Holiday in the Park Parade is November 19th with activities scheduled throughout the day. Sasseen reported that Central Baptist Church will be doing the live nativity scene in the park December 16 - 18. He further reported that upgrades have been made to the large Christmas tree and encouraged all to visit HIP.

ADJOURN

Chair Torbert adjourned the meeting at 3:40 p.m.

Chair

Date Approved