



McMahon Memorial Auditorium

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Max Sasseen
Chair

Allan Jolly
Vice-Chair

Teresa Pendergraft
Secretary/Treasurer

Burl Ragland
Dory Thomas
Jason Poudrier
Julia Sibilla
Paul Ellwanger
Taron Epps

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 Assistant

Tereasa L. Neeley
Administrative
Assistant

Minutes Regular Monthly Meeting McMahon Auditorium Authority Nov 10, 2022 – 4:00 p.m. McMahon Memorial Auditorium

CALL TO ORDER / ROLL CALL

MEMBERS PRESENT: Sasseen, Ellwanger, Epps, *Poudrier, Ragland, Jones (Ft. Sill Rep.), and Thomas

MEMBERS ABSENT: Jolly and Pendergraft

STAFF PRESENT: Neeley

Chair Sasseen called the meeting to order at 4:00pm and declared a quorum.

The agenda went as follows:

CONSENT AGENDA

1. Consider approving minutes for October 13, 2022 meeting.
2. Consider accepting the October 2022 bank register reports.

Motion by Ellwanger, second by Thomas to accept the consent agenda as presented. Roll call results: Ellwanger, Epps, Ragland and Thomas voted yes. Motion Carried.

(*Poudrier enters)

CHAIR'S REPORT

3. Auditorium Update (Sasseen & Jolly) – Sasseen reported work continues on the expansion project. The remodel will include the addition of an elevator and remodel of the woman's restrooms. Due to several reasons the projected cost will increase. The contractor estimates the projected start date is March 1st and that the project will be completed in 2023. Due to the renovation of the women's restrooms, accommodations, such as temporary portable restrooms, will need to be made for scheduled events. Discussions with City Engineers are ongoing and Joe Painter indicated McMahon project will not be pushed off due to funding. Discussion ensued. Poudrier wrote a letter to the engineers updating them on the renovation update. The plans will be at 100% at the first of the year at which time they will be able to get a more accurate cost amount and send out for RFP's.

4. Other announcements – Sasseen reported he was impressed with the Big Read Kickoff and stated he was glad to be able to participate in the events.

TREASURER'S REPORT

5. CPA's Financial Reports – No report

STAFF REPORTS

8. Review Events Calendar—Deputy Administrator – Poudrier reported there is a busy schedule with the Auditorium events and the Big Read events. Rehearsals are under way for the play "49" which

will take place November 18th. The 77th Army Band will perform the Veterans Day concert on Sunday, November 13th. A poetry reading is scheduled for this evening in the auditorium lobby.

9. Staffing Changes Update, Grant Reports Update, MAA Grant Review Panel Update—A&H Admin. – Poudrier hired a part time Digital Media & Records assistant, Haley Moore, and offered the Technical Coordinator position to Ashlyn Penn, who will be relocating from Texas to Lawton. She has accepted the offer and will start on November 28th, in time for hands on training for the 77th Army Band Holiday Concert, Handel's Messiah and the Nutcracker. She will work with Scott Veenhuizen, Pat Reynolds, and Nicholas Sasseen to get familiar with the sound and lighting controls. Poudrier further noted that Neeley's last day with the City of Lawton is Friday, November 11th.

10. Poudrier reported the grant review is up and running. They are applying for the Let's Talk About It Series again as well as the Military grant. They currently have Dr. Carney and Natalie McCabe from Cameron University and plan on pulling additional members from Lawton Public Schools who would like to be on the committee. The deadline for the Cultural awards is December 1st and the Grants deadline is a rolling deadline.

COMMITTEE REPORTS

6. International Festival Committee

a. International Festival Voted in October to not meet for November & December. New members are interested in joining. – Sasseen reported that the IF committee voted not to meet for November or December. He stated that they are in the process of getting new leadership and that Taron Epps agreed to serve on the Committee. He stated that if anyone else is interested on being a part of the IF Committee, please let Poudrier know. The Authority plans on helping them as much as they can when they return in January.

7. Arts and Humanities Committee

a. Voted to recommend soliciting Forever Motown if within \$15,000 for artists costs for March or October 2023 performance. – Sasseen reported the Arts and Humanities Committee has voted to recommend bringing in Forever Motown. With looking at all expenses they will need backline and sound support for an additional \$5,000 plus room and board for a total cost of around \$35,000. This is more than they spent on the Bellamy Brothers. They will need to sell 800 tickets to make \$36,000 to just break even.

Poudrier reported they also have a piano player "Keys on Fire" who will cost around \$10,000. The program includes lights that are programmed with his music. They can also get SWPAP to possibly add more venues to their tour and get a cheaper rate. Discussion ensued. With being a self-promoter, they will need to advertise these events themselves and there is also more of a financial risk. They do have the grant to fall back on. The committee also voted to spend up to \$250 dollars to boost social media posts to market the upcoming awards and grants being offered.

Sasseen reported that Mayor Booker is interested in having programs for kids and he has talked to LCTs Director, Chance Harmon, about doing a performing arts event. The Authority can be a sponsor for the one-to-two-week event and performers can utilize the stage. There will be a cost associated with participating in the program as well as admission fee. They are also looking at offering a scholarship for the kids who are unable to attend for financial reasons. Discussion ensued. The consensus was to provide sponsorships to kids who are unable to afford the event. The Major feels that if we keep kids busy, they won't have time to get into trouble.

b. Voted to Recommend spending up to \$250 to boost social media posts to market Awards and Grants. – Sasseen reported the committee voted to spend up to \$250 to boost social media posts. This will allow them to advertise for the Cultural Awards and Grants being offered.

These funds will be taken out of the Lawton Arts and Humanities Council account.

c. Voted to approve December 1st deadline for awards. – See item #9.

d. Voted to maintain existing monthly meeting dates and times for 2023. (A&H Administrator Recommendation to host at least one meeting at Cameron University) – Poudrier reported the deadline to submit meeting dates and times is December 15th. By holding one meeting at Cameron University, they will be able to get the Arts and Theatre Chair to come out and speak to the committee.

BUSINESS ITEMS

10. Ratify International Festival Committee's decision to not meet in November or December. See item 6a. Motion by Ellwanger, second by Thomas to ratify IFCs decision not to meet in November and December. Roll call results: Ellwanger, Epps, Poudrier, Ragland and Thomas voted yes. Motion Carried.
12. Consider accepting donations and providing support for City of Lawton Veterans Day Celebration – Poudrier reported the City Council has to approve anything \$100 and over. He would like for the donations to be routed through the Authority so they can accept the donation for the Lawton Veterans Day Celebration without delays. This will not cost anything for the authority. Motion by Poudrier, second by Epps to accept donations and provide support for City of Lawton Veterans Day Celebration. Roll call results: Ellwanger, Epps, Poudrier, Ragland and Thomas voted yes. Motion Carried.
13. Consider meeting schedule for 2023 and select month for holding meeting on Fort Sill. – See item #7d. Ellwanger was concerned with access to Fort Sill. Discussion ensued and the consensus was that if given enough notice everyone should be able to get a pass to attend the meeting. Poudrier will get in contact with Sibilla about holding the meeting in July on Fort Sill. Motion by Poudrier, second by Epps to schedule the meetings for 2023 and have the July meeting scheduled on Fort Sill. Roll call results: Ellwanger, Epps, Poudrier, Ragland and Thomas voted yes. Motion Carried.
15. Consider Request for assistance with or the waiving of auditorium fees in support of Miss Lawton Pageant, January 2023. – Sasseen reported this request has been withdrawn. Poudrier reported they plan on having the event at the auditorium but not quite ready and wishes to withdraw the request. No action taken.
16. Consider using 2022-2023 Hotel/Motel funds to support auditorium fees for Tribal Musical 49 by Hanay Geiogamah, NEA BIG READ: Lawton. – Poudrier reported that they are requesting that the rental and tech fees be paid out of the Hotel Motel funds. This will technically be giving them the money to pay the rent and tech fees. Motion by Poudrier, second by Epps to approve using Hotel Motel funds to support auditorium fees for Tribal Musical 49. Roll call results: Ellwanger, Epps, Poudrier, Ragland and Thomas voted yes. Motion Carried.
17. Consider providing financial support not to exceed \$800 for Alan Sokoloff (Sports Medicine Doctor for Baltimore Ravens) speaking engagement as a humanities event February 2nd, 2023, location to be determined. – Thomas reported she spoke with the Athletic Directors for Lawton Public Schools and Cameron University, and they are eager to see Alan Sokoloff speak. She spoke with Jean Jackson from Cameron University, and he has agreed to share in the cost. The authority's portion will be out of the Hotel Motel funds due to it being use or lose. They currently have around 175 athletes who plan on attending the event. Motion by Thomas, second by Poudrier to approve funds not to exceed \$800 and go out for sponsorship for the speaking engagement with Alan Sokoloff on February 2, 2023. Roll call results: Ellwanger, Epps, Poudrier, Ragland and Thomas voted yes. Motion Carried.
18. Consider approval to submit of Oklahoma Arts Council Military Initiative Grant Application to fund 2nd year of Veterans Expressions for April 2022, deadline thirty days prior to program start date. – Sasseen reported that Poudrier plans on applying for the same grants he has applied for this year. Motion by Poudrier, second by Ragland to approve to submit of Oklahoma Arts Council Military Incentive Grant application to fund 2nd year of Veterans Expressions for April 2022. Roll call results: Ellwanger, Epps, Poudrier, Ragland and Thomas voted yes. Motion Carried.

11. Ratify Arts and Humanities Committee decisions and recommendations. – Sasseen reported Poudrier would like to seek better terms with Forever Motown to get a cheaper rate in order to bring them to the auditorium. Motion by Poudrier,
12. second by Ellwanger to approve seeking better terms with Forever Motown. Roll call results: Ellwanger, Epps, Poudrier, Ragland and Thomas voted yes. Motion Carried.

Sasseen reported he would like to have the authority approve Poudrier to negotiate terms with Keys on Fire. Motion by Poudrier second by Ellwanger to approve Poudrier to negotiate terms with Keys on Fire. Roll call results: Ellwanger, Epps, Poudrier, Ragland and Thomas voted yes. Motion Carried.

Sasseen reported he would like to have Poudrier explore and put together fees and scholarships for the performing arts camp. Motion by Poudrier, second by Epps to approve Poudrier to explore and put together fees and scholarships for the performing arts camp. Roll call results: Ellwanger, Epps, Poudrier, Ragland and Thomas voted yes. Motion Carried.

13. Consider submitting to city council consideration of update to trust indenture with the City of Lawton to assume stewardship of National Guard Armory and Carnegie Library Town Hall. – Sasseen reported they were wanting to update the trust indenture to add the National Guard Armory and Carnegie Library Town Hall under the stewardship of City of Lawton. LCT has expressed interest in using the National Guard Armory for events. It will cost around three to four million dollars to renovate the building. They can apply for a McMahon Foundation grant to help offset the costs. Discussion ensued. Since both buildings are on the historical registry they need to be upgraded and utilized. Motion by Epps, second by Poudrier to explore managing the National Guard Armory and Library Town Hall. Roll call results: Ellwanger, Epps, Poudrier, Ragland and Thomas voted yes. Motion Carried.
19. Consider approval submission of Let's Talk About it, Oklahoma Humanities Grant Application for Spring and Fall Reading Series, Deadline November 18th, 2022. – Poudrier reported due to patron's request to keep having book readings they would like to apply for the Let's Talk About It, Oklahoma Humanities Grant Application for the Spring and Fall. Motion by Poudrier, second by Thomas to accept submission of Let's Talk About it, Oklahoma Humanities Grant application. Roll call results: Ellwanger, Epps, Poudrier, Ragland and Thomas voted yes. Motion Carried.
20. Consider Approval of 2022-2023 Budget. – Poudrier reported he would like to table this item until next meeting. No action taken.

OLD BUSINESS

None

NEW BUSINESS

None

ANNOUNCEMENTS

Thomas thanked everyone for attending the Big Read event and stated that she would like to schedule a three day event with workshops for 2024. Epps reported Holiday in the Park Opening and Parade will be November 19th. He asked that members put the word out. Thomas reported they will be having a reading and a movie showing at the Veterans Center. Poudrier reported there will be a poetry reading tonight at 7:00pm in the lobby and encouraged members to attend.

ADJOURNMENT

Sasseen adjourned the meeting at 5:31pm.


Chair


Date Approved