



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

Minutes
Regular Monthly Meeting
McMahon Auditorium Authority
Dec 14, 2023 – 4:00 p.m.
McMahon Memorial Auditorium

CALL TO ORDER / ROLL CALL – 4:04pm

PRESENT: Sasseen, Pendergraft, Ellwanger, Poudrier, Thomas, West

ABSENT: Jolly, Epps, Sibilla

STAFF: Williams

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.
2. Consider accepting the bank register reports.

Williams reported that all the bank register reports are up to date except for the show account. She said that Morman is currently working on it.

Motion by Ellwanger to approve the consent agenda, seconded by Thomas

Pendergraft, Ellwanger, Poudrier, Thomas, West voted yes. Motion carried.

CHAIR'S REPORT

3. Auditorium Update

Sasseen reported that the new Marquee is currently being built and that he's seen photos and that it looks amazing!

4. Other announcements

No report

TREASURER'S REPORT

5. CPA's Financial Reports

Pendergraft reported that with Morman being out, she was unable to have a full report on the financials, but that will change now that she is back. She reported that looking at it for the year, the Authority is still at a profit. Pendergraft reported that after a quick cross analysis of the bank reports available, she is certain that the Authority bank accounts are still in great shape.

Sasseen that he and Poudrier are working hard on supporting the arts and Poudrier reported that he is working on getting reimbursements from the Hotel/Motel funds.

STAFF REPORTS

6. Review Events Calendar

Williams reported on all the events happening at the Auditorium through the end of January.

7. Hotel/Motel & CIP Funds Update

Poudrier reported that He is working on Invoicing the Hotel/Motel Fund to get reimbursement for the Artrageous and the Forever Motown Shows

COMMITTEE REPORTS

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

Thomas reported that the International Festival Committee will be doing a Luau Fundraiser at the Museum of the Great Plains on May 4, 2024. She also reported that she has a meeting with someone with the Arvest Foundation with the hopes that they will nominate the International Festival for funding.

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

Poudrier reported that they were approved for the Let's Talk About It grant for the fourth time. He also reported that it's almost time to apply for grants again for the Student Performance, the International Festival, and the NEA Big Read for next year.

BUSINESS ITEMS

10. Consider approving Oklahoma Arts Council ARPA Funding Grant and take action as necessary.

Poudrier reported that he is able to apply to the ARPA grant for \$80,000, with the plans that it will be split between the International Festival to help grow the festival and offset some of the costs, and the National Guard Armory to get HVAC, water plumbing, and electrical set so that at least one office can open up in the next year.

Ellwanger asked if the roof of the Armory would be completed using these fund or other funds. Poudrier replied that for the Armory roof, he is still waiting on hearing back from the insurance company. He said that by April or May, they will know how much they will be getting to repair the roof, and that the money should be hitting their accounts by July. He estimated that they will be getting a new roof put on their around August 2024. Poudrier also explained that in the ARPA application he had also specified for funding to assist with programming for the McMahon Auditorium.

Sasseen asked if there was a limit for how long after the authority receives the ARPA funding and when they need to spend it all. Poudrier said that there will be time to spend it and they will not have to quickly spend it. He said that they will have a year and a half to spend the grant funding.

Poudrier went on to explain that with how the application is worded, there is a chance that they Oklahoma Arts Council will only approve part of the funding requested.

Motion by Ellwanger to approve, seconded by Poudrier.

Pendergraft, Ellwanger, Poudrier, Thomas, West voted yes. Motion carried.

11. Consider ratifying approval of purchases made in support of free and low-cost arts and humanities programming.

Poudrier explained that need to purchase a mobile keyboard to round out the mobile rig. He explained that this keyboard can be used at the auditorium or during Holiday in the Park for the vocalists' accompanists. He talked to Phillips Music Co. and they had a refurbished keyboard and amp for sale. Sasseen went on to explain that he and Poudrier made the decision to purchase the keyboard paying half from City of Lawton funds and the other half from McMahon Auditorium Authority funds

Motion by Pendergraft to ratify the expenditure of purchasing the Keyboard set up to be reimbursed from the Hotel/Motel Fund in support of Arts and Humanities, seconded by West.

Pendergraft, Ellwanger, Poudrier, Thomas, West voted yes. Motion carried.



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12. Consider approval of the in-kind sponsorship of the waiving of fees for the 77th Army Band's performances at McMahon Memorial Auditorium for 2023 and 2024.

Sasseen talked about how the MAA has a history of supporting the 77th Army Band by waiving their rental fees and paying the technical and security fees out of their own pocket. Poudrier reported that this comes out to about \$700 each show.

Motion by Poudrier to approve the in-kind sponsorship of the waiving of fees for the 77th Army Band's performances at McMahon Memorial Auditorium for 2023 and 2024, seconded by Pendergraft.

Pendergraft, Ellwanger, Poudrier, Thomas, West voted yes. Motion carried.

OLD BUSINESS

NEW BUSINESS

ANNOUNCEMENTS

Williams invited the board to see the Nutcracker Ballet December 15th-17th.

West announced that the next Barbershop shows will be on March 22nd at 7pm and March 23rd at 2pm at McMahon Memorial Auditorium.

Sasseen announced that City approved the use of funds originally set aside for the National Guard Armory to be used to finish the new ADA Playground in Elmer Thomas Park. He then went on to announce that the McMahon Foundation also pitched in and so the playground should be completed in the new year.

ADJOURNMENT – 4:37pm