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**Minutes
Regular Monthly Meeting
McMahon Auditorium Authority
June 10, 2021 – 4:00 p.m.
Carnegie Library – 5th & B Ave**

Max Sasseen
Chair

Allan Jolly
Vice-Chair

Teresa Pendergraft
Secretary/Treasurer

Burl Ragland
Dory Thomas
Jason Poudrier
Julia Sibilla
Mike Jones
Paul Ellwanger

Jason Poudrier
Administrator

Andrea Morman
Auditorium
Coordinator

Tereasa L. Neeley
Administrative
Assistant

CALL TO ORDER / ROLL CALL

MEMBERS PRESENT: Jolly, Sasseen, Pendergraft, Ellwanger, Jones, Ragland, Sibilla, Thomas and Whipp

STAFF PRESENT: Whipp, *Poudrier, Morman and Neeley

Chair Jolly called the meeting to order at 3:57 p.m. and declared a quorum present.

Jolly presented Whipp with a letter from Arts for All and Lawton Philharmonic Orchestra thanking her for her 17 years of service and leadership.

Whipp thanked everyone for their support throughout the years.

(*Poudrier enters)

Welcome and Introductions – Jason Poudrier, new A&H Administrator

Jolly introduced Poudrier and welcomed him.

CONSENT AGENDA:

1. Consider approving minutes of May 13, 2021 meeting.
2. Consider accepting the May bank register reports.

Motion by Jones, second by Thomas to approve consent agenda as presented. Roll call results: Sasseen, Pendergraft, Ellwanger, Jones, Ragland, Thomas and Whipp voted yes. Motion Carried.

CHAIR'S REPORT

None

TREASURER'S REPORT

3. CPA's Financial Reports – Pendergraft reported there was no report at this time.
4. Consider approving proposed FY21-22 budget – Pendergraft reported they projected the budget however did not budget for when they absorbed LAHC. She tried to go with what they paid historically to keep it the same amount as previous years, allowing them to keep a balanced budget now that they are a 501C3. She estimated numbers for the budget and forwarded it to Whipp and Poudrier. Motion by Sasseen, second by Jones to approve proposed FY21-22 budget as presented. Roll call results: Sasseen, Pendergraft, Ellwanger, Jones, Ragland, Thomas and Whipp voted yes. Motion Carried.

COMMITTEE REPORTS

5. Building Improvements – No report
6. Building Renovations / Guernsey Update – Whipp reported the proposal submitted by Guernsey was approved by City Council and they will design the plans for the next phase of the building renovations. Whipp forwarded the proposal to Poudrier so he can move forward. Poudrier asked for a meeting so they can review the proposal to be able to move forward.

7. McMahon Foundation Grant Update – No report

STAFF REPORTS

8. Review Event Calendar – Morman reviewed the calendar and reported that the auditorium has a full schedule for the upcoming months. She stated that Lawton Ballet has expressed how pleased they were with the auditorium and that they plan on returning in the Fall to perform the Nutcracker. LPO will have the season opening concert “Oklahoma” on August 28th.
9. Staff Updates – Arts Coordinator / Theatrical Tech Coordinator – Poudrier reported they conducted interviews for the Arts Coordinator and they did offer the position to one of the applicants and the candidate will start July 12. HR will post the Theatrical Tech Coordinator position prior to July 1st.
10. Uniflex Chairs – balance due on chairs will need to be paid from MAA funds due to delays – Whipp reported the ADA chairs are for temporary seating in front of the sound booth. A deposit has been paid from COL budget; however, the balance due will need to be paid from one of the Authority accounts. Discussion ensued regarding from which account to pay the balance due. Morman stated the chairs are scheduled to arrive the end of June.
11. Trust Update – Whipp reported that Legal was unable to get the LAHC transition to MAA on the City Council agenda and that she has not been able to get an update. She stated that Poudrier was introduced to City Council members and they were advised he will be their new contact. Sasseen stated that City Council is in favor of the move. Last year LAHC did send a detailed letter to the City Council and it was presented to them discussing dissolving LAHC trust.

Whipp reported OAC is aware of the transitioning and requested paperwork from MAA. Poudrier stated he will send it right away in order for OAC to discuss this at their next board meeting. OAC stated that they are no longer accepting new applicants; however, we can argue that we are trying to continue the programs they previously approved for LAHC.

Whipp reported that at the last meeting the Authority approved to allow up to two food trucks for the Lawton Ballet show at the auditorium; however, Lawton Ballet did not have them at this event. She stated that this is a great idea and that some guidelines have been established that can be used for future requests.

BUSINESS ITEMS

12. Consider not meeting in the month of July. Whipp reported that if something does materialize with the transition a special meeting may need to be scheduled. Discussion ensued. Motion by Pendergraft, second by Ragland to adjourn for the month of July. Roll call results: Sasseen, Pendergraft, Ellwanger, Jones, Ragland, Thomas and Whipp voted yes. Motion Carried.
13. Considering sponsoring the annual 77th Army Band Veteran’s Day and Holiday concerts. – Whipp reported she wanted to add this to the agenda so if 77th Army Band contacts the office, we can let them know that they are already approved. Sasseen stated that he appreciates the partnership with Fort Sill and is hopeful that we will be hosting BCT graduations again in the future. Sibilla stated there are a lot of changes taking place that she feels very positive about. Motion by Sasseen, second by Whipp to sponsor the annual 77th Army Band Veteran’s Day and Holiday Concerts as presented. Roll call results: Sasseen, Pendergraft, Ellwanger, Jones, Ragland, Thomas and Whipp voted yes. Motion Carried.

OLD BUSINESS

Whipp reported that the Mayor confirmed Poudrier as the new Authority voting member as her replacement.

Sasseen presented Whipp with a framed picture and thanked her for her support and leadership over the years. Whipp expressed her gratitude and stated that she will miss everyone and that she is confident Poudrier will be a great asset to the board.

NEW BUSINESS

Thomas reported she wanted to discuss programing ideas with the board to see if they were interested. She will do some research and the board asked her to present it at the next board meeting.

Sasseen reported they have \$17,000 from the Propel proposal to allow them to do programing, all they need to do is request the funds.

Pendergraft reported they are officially a 501c3 with the tax commission when they reported the audit it was accepted under the 501c3 status.

Jolly reported once the transition is completed, they will create a committee for programing. Even though LAHC will be dissolved the mission will not change. They will need to recruit additional board members.

Whipp reported part of the Park Master Plan was to send out surveys on what they would like to see come to the community. Sasseen stated he wants to promote family events that can fill the auditorium.

Poudrier reported the new Arts Coordinator does have contacts with some big names and can work towards bringing them here to the auditorium. She may be able to tie them in with grants to fund these programs.

Poudrier asked if someone on the Authority will be willing to be on the interview process for the Theatrical Technical Coordinator position. Sasseen agreed to be in the interview.

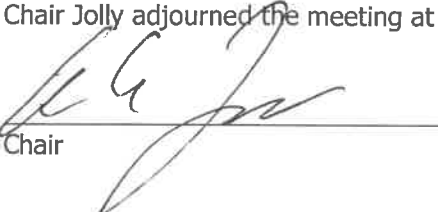
ANNOUNCEMENTS

2021 Lawton Fort Sill Freedom Festival – Saturday, June 26 @ 6:00pm / Elmer Thomas Park

120th City of Lawton Birthday Celebration – Thursday, August 5 @ 5:30pm / Banquet Room

ADJOURNMENT

Chair Jolly adjourned the meeting at 4:48 p.m.


Chair

Date Approved