

MINUTES
MUSEUM OF THE GREAT PLAINS (MGP) AUTHORITY
REGULAR MEETING
WEDNESDAY, JANUARY 18, 2023
5:30 P.M.

Carey Monroe, Chair called the **Regular Meeting** of the Museum of the Great Plains Authority (MGPA) to order at 5:30 p.m., January 18, 2023, in the Louise D. McMahon (LDM) Hall. Notice of the meeting and the agenda are posted at City Hall and the entrance to the Museum of the Great Plains, as required by Law.

1. Call to Order with Roll Call.

PRESENT: Carey Monroe, Janice Bell, Yuri Schendel, Linda Chapman, Sharon Cheatwood, Ellouise Love, Robert Morales, Ryan Studebaker, Eva Williams, and Victoria Zelbst (5:32p).

ABSENT: JoAnne Gaasbeck and Joe Williams. **ALSO PRESENT:** Mayor Stan Booker, Deputy City Manager Dewayne Burk, City Councilman Kelly Harris, Attorney Clay Zelbst, Marie Pihulic, and MGP staff Bart McClenny, Kevin Lawrence, Mary Owensby, Erica Barnes, Jim Whiteley, and Trevor Williams.

Monroe introduced Marie Pihulic who will become a board member in February 2023. Also, Monroe stated the Mayor asked to speak. Mayor Booker thanked the museum and board members for all they do and stated the Museum of the Great Plains is a “treasure” to the Lawton community. He said the City cannot operate without boards and commissions such as this one. He thanked the Board for their service to the museum and our community.

2. New Business

a. Discuss “transfer of Museum property to Museum of the Great Plains Authority” with Dewayne Burk, Deputy City Manager, City of Lawton, and other administrative officials

Monroe introduced Deputy City Manager Dewayne Burk. Burk stated the Authority was created in 1998 along with the building Lease (99 years) and Cooperative Agreement with the City of Lawton. The Authority manages the museum and the Agreement sets the terms of the maintenance and repairs by the City of Lawton to the leased facility.

Burk stated the City Manager is questioning if it would be a benefit to the Trust for the City to deed the museum building to the Authority which would provide more capabilities (timeliness in getting repairs done, etc.); however, that would mean the museum would be solely responsible for all maintenance and repairs to the building. He compared the museum Trust Authority to the Airport Authority in that they own their buildings; however, the Airport is self-sustaining whereas the Museum is not. Burk agreed that the museum is a quality of life and unique entity. Burk said if the Authority owned this building, there may be grants out there for maintenance/repairs. He added, currently the Museum must submit some requests to the City and wait for approval, where if the Trust owned the building, they could do things on their

own schedule. Burk said City management agrees they need to do a better job in including the museum especially budget-wise than has been done in the past.

Monroe asked how much the City spent last year on museum maintenance. Burk did not know that amount and added, there is not a specific budget for repairs of each building within the City. The Parks & Recreation department requests an amount in the Buildings and Maintenance fund budget which is for all City owned buildings. Monroe asked if the City would repair the roof and HVAC system before considering deeding the building to the Trust. Burk said the City does not have the funds at this time and the museum was not included in the Propel Grant. Monroe asked who the capital budget requests should go to. Burk said send them to the City Manager's office and himself and they would make sure they get to the right people for review.

Cheatwood asked Burk what the Authority could do to improve communication with the City. Burk said it would be a benefit if one of the City staff would attend the Trust's monthly board meeting so the concerns can be heard and brought back to the City. Chapman added that reports from the museum to the City Council would be of benefit. Burk said at each council meeting there is a report section, so if the museum would report a couple of times a year that would be helpful.

b. Consider approving November 16 Regular Meeting Minutes

MOTION by Morales to approve the November 16 Minutes. **SECONDED** by Bell. **ROLL CALL ON MOTION: AYE** Monroe, Bell, Schendel, Chapman, Cheatwood, Love, Morales, Studebaker, E Williams, and Zelbst. **NAY** None. **ABSTAIN:** None. **MOTION CARRIED (10-0).**

c. Consider approving December 14 Special Meeting Minutes

MOTION by Bell to approve the December Minutes. **SECONDED** by Chapman. **ROLL CALL ON MOTION: AYE** Monroe, Bell, Schendel, Chapman, Cheatwood, Love, Morales, E. Williams, and Zelbst. **NAY** None. **ABSTAIN:** Studebaker. **MOTION CARRIED (9-0).**

d. Consider approving October financial report – Strike item/agenda error

e. Consider approving November financial report

MOTION by Bell to approve the November financial report. **SECONDED** by Chapman. **ROLL CALL ON MOTION: AYE** Monroe, Bell, Schendel, Chapman, Cheatwood, Love, Morales, Studebaker, E Williams, and Zelbst. **NAY** None. **ABSTAIN:** None. **MOTION CARRIED (10-0).**

f. Consider approving December financial report

MOTION by Morales to approve the December financial report. **SECONDED** by Chapman. **ROLL CALL ON MOTION: AYE** Monroe, Bell, Schendel, Chapman, Cheatwood, Love, Morales, Studebaker, E Williams, and Zelbst. **NAY** None. **ABSTAIN:** None. **MOTION CARRIED (10-0).**

- g. **Consider approving payment to Historical Applications, Inc. in the amount of \$14,785 (Invoice 13)**

MOTION by Bell to approve payment to Historical Applications for \$14,785. **SECONDED** by Schendel. **ROLL CALL ON MOTION: AYE** Monroe, Bell, Schendel, Chapman, Cheatwood, Love, Morales, Studebaker, E Williams, and Zelbst. **NAY** None. **ABSTAIN:** None. **MOTION CARRIED (10-0).**

- h. **Consider approving disposition of annual Lawton Community Foundation disbursement (Nov 2022) in the amount of \$2,056.00.**

MOTION by Chapman to reinvest \$2,056.00 with the Lawton Community Foundation. **SECONDED** by Cheatwood. **ROLL CALL ON MOTION: AYE** Monroe, Bell, Schendel, Chapman, Cheatwood, Love, Morales, Studebaker, E Williams, and Zelbst. **NAY** None. **ABSTAIN:** None. **MOTION CARRIED (10-0).**

- i. **Consider approving the Collections Committee recommendations from December 6, 2022, meeting.**

MOTION by Bell to approve the Collections Committee recommendations (list). **SECONDED** by Chapman. **ROLL CALL ON MOTION: AYE** Monroe, Bell, Schendel, Chapman, Cheatwood, Love, Morales, Studebaker, E Williams, and Zelbst. **NAY** None. **ABSTAIN:** None. **MOTION CARRIED (10-0).**

- j. **Appoint new Chair of Development Committee**

MOTION by Studebaker to table this item until February meeting. **SECONDED** by Bell. **ROLL CALL ON MOTION: AYE** Monroe, Bell, Schendel, Chapman, Cheatwood, Love, Morales, Studebaker, E Williams, and Zelbst. **NAY** None. **ABSTAIN:** None. **MOTION CARRIED (10-0).**

3. Reports – *no action needed*

- a. **Discuss December 23 freeze damage to fire sprinkler system**

McClenny reported on December 23rd the sprinkler pipes froze and broke in his office again causing content damage and flooding both his and Owensby's office. The City was contacted, and museum staff are getting repair estimates.

- b. **Discuss AAM reaccreditation status; and site visit reimbursement, \$2,512.75**

McClenny stated we received the invoice (which AAM considers a "key point in the process") for \$2,512.75. The reaccreditation committee's decision should be received in February.

- c. **Discuss *Washington's Armor* event, January 13 & 14**

Lawrence reported there were two showings during the day for students on January 13. The evening showing had about 60 people. Proceeds from ticket sales were approximately \$900 which will be gifted to the museum for education programming. On Saturday morning, some of the crew were set up in the museum foyer to sell souvenirs and talk with the public. They also gave away mugs, etc. to museum visitors while they were here. Lawrence said after Part 2 of the trilogy is filmed, the premier will again be held in Lawton. Also, our Trading Post may once again be a location if it is suitable for their needs. The crew donated movie props and various posters to MGP.

d. Discuss Kulture City neuro-diverse accreditation
1. February 18, neuro-diversity event

Lawrence spoke about the group called Kulture City and asked board members to check out their site at kulturecity.org for more information. The museum will host another neuro-diversity event on February 18 from 5:30-7:30p. MGP now has twenty full sensory bags to loan to visiting participants. Membership in Kulture City is \$750 for the first year and \$500 annually thereafter.

e. Discuss advertising, events, and activities related to museum (public awareness efforts)

Lawrence directed members to a spreadsheet in their packet showing about 60 items of various topics and venues where the museum has been advertised or mentioned since January 2021. Cheatwood added she feels the museum store needs more exposure.

f. Discuss pending Office Manager position vacancy (progress)

McClenny said the position will be advertised in February. Hopefully the position can be filled in March and will train with Owensby until April 25.

g. Discuss Target Circle invitation

Lawrence reported the museum has been invited to participate in the Target Circle promotion for the third time. It's rare for a non-profit organization to be invited more than once. The first year MGP received around \$600 and this past year \$2,000 was received. Monroe said customers just need to sign up at the local Target with *Target Circle* to participate in the campaign and name the Museum of the Great Plains as the recipient. Each purchase either in-store or online, earns "votes" which benefit the museum in cash at the end of the program.

4. Upcoming meetings
a. February 15, MGPA

The next regularly scheduled board meeting will be Wednesday, February 15.

5. Comments, audience participation

McClenny welcomed City Councilman Kelly Harris and thanked him for attending. Harris said the museum is in his Ward and he hopes to attend more meetings.

McClenny reported the museum Bylaws need to be updated. Once he has completed revisions he will contact Jeri Holmes, the museum's non-profit attorney to compile. It was suggested, for especially long meetings such as this one, a speaker time-limit be included in the Bylaws, and a record of the speaker's name and address, much like the City Council requires.

6. Adjournment – 6:55 p.m.

Respectfully submitted,

Mary Owensby, Secretary
For Museum of the Great Plains Authority (MGPA)

Carey Monroe, Chair MGPA Board