

MINUTES
MUSEUM OF THE GREAT PLAINS AUTHORITY
REGULAR MEETING
WEDNESDAY, NOVEMBER 15, 2017
5:30 P.M.

Brady Wyatt, Vice-Chairperson, called the **Regular Meeting** of the Museum of the Great Plains Authority (MGPA) to order at 5:35 p.m. on November 15, 2017, in the Museum of the Great Plains Louise D. McMahon Hall. Notice of the meeting and the Agenda were posted at City Hall and the entrance to the Museum of the Great Plains, as required by Law.

1. Roll Call.

PRESENT: Edwin Chappabitty, Carolyn Anne Love, Robert Morford, Tresea Moses, Diane Mullins, Minnette Page, Marcus Wilcoxson, and Brady Wyatt. **ABSENT:** Janice Bell (excused), Jesse Cross (excused), Paul Fisher (excused), Edna Solitario, and Doug Wells. **ALSO PRESENT:** John Hernandez, Bart McClenny, Mary Owensby, Deb Baroff, Jana Brown, Rebecca Royal, and Jim Whiteley (all MGPA Staff) and Tony Vann and Lauren Daughety.

2. Consent Agenda.

The Consent Agenda included the Regular Meeting Minutes of October 18, 2017. **MOTION** by Chappabitty to accept and approve the Consent Agenda item. **SECONDED** by Page. **ROLL CALL ON MOTION: AYE:** Chappabitty, Love, Morford, Moses, Mullins, Page, Wilcoxson, and Wyatt. **NAY:** None. **ABSTAIN:** None. **MOTION CARRIED (8-0).**

3. Old Business- Discuss and Take Appropriate Action

a. Coast Audio Video security cameras proposal

McClenny reported the security camera system proposal is \$16,600. This proposal is to replace the current system which is outdated and limited. This updated system will include the Louise D. McMahon Hall and other areas which were previously not monitored. Funds are available since the board voted to not move ahead with renovation of the Red River Trading Post exhibit. **MOTION** by Chappabitty to accept and approve the Coast Audio Video proposal in the amount of \$16,600 for camera replacements and upgrades. **SECONDED** by Moses. **ROLL CALL ON MOTION: AYE:** Chappabitty, Love, Morford, Moses, Mullins, Page, Wilcoxson, and Wyatt. **NAY:** None. **ABSTAIN:** None. **MOTION CARRIED (8-0).**

b. Vann & Associates presentation by Tony Vann.

Hernandez introduced Tony Vann and Lauren Daughety with the public relations and marketing firm Vann & Associates. The firm met at the museum on November 1st with Janice Bell, John Hernandez, Bart McClenny, and Mary Owensby to discuss a marketing strategy proposal for MGP. The City of Lawton FY18-19 budget process will begin in the next month and it is understood that funding for the museum will be severely cut or not approved at all by the current City Council. The need for marketing the museum as a vital community asset is critical now more than ever before. Staff size and budget do not allow for a marketing position within the museum. Cost to the museum for a strategic marketing campaign to increase public awareness is proposed at \$25,000.

Vann stated his company represents several museums in Oklahoma and is very involved and understands the importance of museums and cultural entities to communities. He understands that Lawton is a diverse and somewhat transient city due to Fort Sill and the university with young adults and families that look to social media for information about the city and things to do. Vann & Associates will promote brand awareness and educate the public about why annual funding from the City of Lawton is a necessity, through social media as well as traditional forms of marketing/advertising. In addition, he discussed forming a “friends of the museum” type group to help promote the museum. After much discussion, **MOTION** was made by Page to hire Vann & Associates for a public relations and marketing campaign for \$25,000. **SECONDED** by Morford. **ROLL CALL ON MOTION: AYE:** Chappabitty, Love, Morford, Moses, Mullins, Page, Wilcoxson, and Wyatt. **NAY:** None. **ABSTAIN:** None. **MOTION CARRIED (8-0).**

c. Status of MGPA Board of Trustees vacancy

Hernandez reported an email from the City Manager stating the Mayor recommends former councilperson Cherry Phillips to serve on the MGPA board. There remains a vacancy with the resignation of Chad Carden who relocated to Texas. **MOTION** by Wilcoxson to accept the Mayor's recommendation and nominate Cherry Phillips for the MGPA board. **SECONDED** by Mullins. **ROLL CALL ON MOTION: AYE:** Chappabitty, Love, Morford, Moses, Mullins, Page, Wilcoxson, and Wyatt. **NAY:** None. **ABSTAIN:** None. **MOTION CARRIED (8-0).**

4. New Business-Discuss and Take Appropriate Action.

a. Accept annual distribution check from OCCF/Lawton Community Foundation and determine allocation of proceeds.

Hernandez reported the museum received the annual distribution check from investments with the Lawton Community Foundation in the amount of \$1,649. Occasionally, the proceeds have been split between investing ½ back into the Foundation and ½ to MGP's checking account. **MOTION** by Page to deposit all proceeds in MGP's bank account. **SECONDED** by Moses. **ROLL CALL ON**

MOTION: AYE: Chappabitty, Love, Morford, Moses, Mullins, Page, Wilcoxson, and Wyatt. **NAY:** None. **ABSTAIN:** None. **MOTION CARRIED (8-0).**

b. Proposed amendment to By-Laws regarding Quorum

Hernandez reported the current By-Laws call for a quorum of five (5); however, that was when the board consisted of nine (9) board members. The proposed amendment reads: "A quorum for the conduct of business requires the attendance of a **majority** of the Trustees at a properly convened meeting of the Authority." **MOTION** by Page to amend the By-Laws as proposed. **SECONDED** by Love. **ROLL CALL ON MOTION: AYE:** Chappabitty, Love, Morford, Moses, Mullins, Page, Wilcoxson, and Wyatt. **NAY:** None. **ABSTAIN:** None. **MOTION CARRIED (8-0).**

5. Museum Director's Report.

Hernandez stated a bid was received from Sign Dynamics in the amount of \$1,985 to lift and secure in concrete the Elk sculpture that was recently blown over by high winds. Also included in the bid is to lift and move the large rose rock to the new exhibit case and place in lobby.

Hernandez reported school groups continue to visit the museum and the LDM Hall is being rented often. Recently, a beautiful wedding and reception was held in the Hall and the participants said they will send us pictures.

6. Comments/Audience Participation.

Moses suggested placing activities and pictures on the museum's Facebook page to be viewed and shared by the public and schools.

7. Adjournment.

MOTION by Morford to adjourn. **SECONDED** by Wilcoxson. The meeting adjourned at 6:55 p.m.

Respectfully submitted,

**Mary Owensby, staff for
Paul Fisher, Secretary
Museum of the Great Plains Authority (MGPA) Board of Trustees**

Janice Bell, Chairperson