



McMahon Memorial Auditorium

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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
OPEN

Jason Poudrier
Arts & Humanities
Director

Andrea Morman
Arts & Humanities
Deputy Administrator

Michell Rosario
Arts & Humanities
Community Events &
Outreach Coordinator

Haley Moore
Arts & Humanities
Digital Media &
Records Specialist

Reagan Phillips
Administrative
Assistant

Jimmy Carswell
Arts & Humanities
Technical Coordinator

Darwin McHenry
Arts & Humanities
Maintenance Tech

Minutes
Regular Meeting
McMahon Auditorium Authority
February 12, 2026 – 4:00 p.m.
Carnegie Library Town Hall

CALL TO ORDER / ROLL CALL – 4:05 pm

PRESENT: Sasseen, Jolly, Pendergraft, Epps, Thomas, Poudrier*

ABSENT: Sibilla, Ellwanger

STAFF: Morman, Phillips

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 from January 8, 2026.**
- 2. Consider accepting the bank register reports for January 2026.**

Motion by Jolly to approve the January 8, 2026 meeting minutes and the January 2016 bank register report. Second by Epps.

Jolly, Pendergraft, Epps, Thomas voted yes, motion carried.

The meeting items were discussed in the following order: 3, 8, 9, 10, 12, 7, 4, 5, 13, 22, 21, 20, 18, 15, 14, 16, 17, and announcements.

CHAIR'S REPORT

3. Auditorium Update

Sasseen reported that there has been a lot of action happening construction wise at the McMahon Memorial Auditorium. He attributes this action to the fact that as they are nearing the end, they are more motivated to finish. He reported that there will be a few kinks to work out, especially with the addition of the toilets and how they will affect the current plumbing systems. He expressed that they are wanting to open as soon as possible, but also want to make sure that everything works. He and Morman reported that along with finishing the construction, there is a lot of cleaning and checking equipment that needs to happen.

Sasseen reported that when the roof was replaced, there was a drain repair that was missed. He stated that insurance funds from the City of Lawton will pay for the drain repair and the ceiling repaint. He also reported that there are a few parking lot lights that are out due to the light being burnt out. He reported that they were fixed previously, but a breaker was switched off. The breaker has now since been switched back on, and all but a few are back on and all are receiving power.

4. CLTH Update

Sasseen reported on the repairs happening at the Carnegie Library Town Hall after the April 2025 storm. He thanked Jolly and Lawton Community Theatre for letting them borrow their ozone machines to combat possible mold growth and that there have been several tests that have received excellent results. He went on to report on the different ways water has been getting into the basement and discussed ways to decrease and possibly eliminate the ways water has been entering the building.

5. Armory Update

Sasseen reported on the Armory roof. He reported that Poudrier has reached out to multiple roofing companies and has received bids to replace the roof and to help mitigate the amount of water coming into the building. They discussed the possibility of having to go out for bid with posting a request for proposal in the newspaper due to the amount it may cost to replace the roof.

6. Other announcements - none

7. Julia Sibilla's departure ceremony from Fort Sill, 12 February 4:00-6:00PM at Patriot Club.

Poudrier announced that Julia Sibilla's Departure ceremony is taking place on February 12, starting at 4:00pm. He reported that she was a vital member of the Lawton/Fort Sill community and that she will be missed.

TREASURER'S REPORT

8. CPA's Financial Reports

Pendergraft reported that the Authority is still in a deficit, but that is due to grant funds being used with no rental income coming from the Auditorium due to the construction. She concluded that the financials are still in good shape.

9. Audit Update

Pendergraft reported that she was in contact with a possible auditor, but due to unforeseen events, she has not received a bid. She reported that she will try to have an auditor bid and report by the March 12, 2026 meeting.

STAFF REPORTS

10. Review Events Calendar, and Audit Update

Morman reported on the Black History Month Pop Up Art show and invited the Authority to come by and check it out. She also reported on the Arts and Humanities division supported production of Black Dresses in the White House that is taking place on Saturday, February 21, 2026. Morman went on to report on the Carnegie Library Town Hall Art classes that will start on March 9, 2026 and will run through April 2026.

11. Hotel/Motel, ARPA Funds Update and Grants Update - none

COMMITTEE REPORTS

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

Thomas reported that she and Poudrier met with the Parks and Recreation director to discuss potentially using Elmer Thomas Park for the 2026 International Festival. She announced that if they change the layout a little, they will be able to continue using Elmer Thomas Park.

*Poudrier entered

Sasseen asked about the progress of the Poster competition and Thomas replied that the committee is looking at changing some of the verbiage and that she will have a report at the March 12, 2026 meeting.

Thomas reported that the International Festival Committee is still looking into having Henry Cho as their fundraising concert and that she, Poudrier, and Morman are looking into seeing if his schedule will have an opening in the 26-27 fiscal year.

Thomas reported that the committee are wanting to book Mariachi Las Alenas for the 2026 International Festival and Morman added that the contract and deposit is in the mail.

Thomas reported that the 2026 International Festival Vendor application has no major updates, just the festival dates and the updated Oklahoma Fire Marshall requirements for food vendors.

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

Poudrier reported that the Arts for All State of the Arts Luncheon will take place on Friday, February 13, 2026 at 12:00pm at Hilton Garden Inn. He stated that they have sold out of tickets and if any authority members would like to attend, reach out to his office and he will help to get them a seat.

Poudrier reported that his office has received a subgranting application and is reaching out to the applicant for more information before the Arts and Humanities committee votes to recommend for approval.

Business Items

14. Consider approvals of amendments to NEA Big Read Budget and Schedule and take action as necessary.

Poudrier introduced this item. He explained that he has worked with Thomas the past four years to secure the National Endowment for the Arts Big Read Grant, through Arts Midwest, for Lawton and the surrounding areas. Poudrier added that Thomas has volunteered her time the past four years and has done the majority of the organizing work. Poudrier went on to explain that this year, they were under budget and were expecting to give funds back to Arts Midwest and the NEA, but they were told not to give the funds back and to use them all. Discussion ensued about how to use the remaining NEA Big Read 2025 funds to continue book discussions in Lawton and how this could affect the authority's budget.

Motion by Poudrier to approve the amendments to NEA Big Read Budget and Schedule. Second by Epps.

Jolly, Pendergraft, Epps, Poudrier voted yes, Thomas abstained, motion carried.

15. Discuss purchase of screen, truss system, and speakers utilizing remaining ARPA Funds and supplementing with Hotel/Motel Funds if needed to support Movie in the Park and other events and take action as necessary.

Sasseen introduced this item. He and Poudrier explained the different truss systems, screens, and speakers recommended by Jimmy Carswell the Art and Humanities Division Tech Coordinator. Discussion ensued about the different ways the truss system, screen and speakers could be used to support arts and humanities in the City of Lawton.

Motion by Jolly to spend up to \$10,000 utilizing the remaining ARPA funds and what's needed out of Hotel Motel to purchase the best speakers along with the screen truss system. Second by Epps.

Jolly, Pendergraft, Epps, Poudrier and Thomas voted yes, motion carried.

16. Consider authorizing staff to start booking events at McMahon Auditorium for the 4th Quarter, discuss current inquiries and take action as necessary.

Sasseen introduced this item. He explained that the Arts and Humanities staff receive rental inquiries everyday. Morman expressed her concerns that when the auditorium opens, will all the new fixtures be working properly, or will there be kinks that need to be ironed out.

Discussion ensued about how the construction at the McMahon Memorial Auditorium is progressing and their end date, the earliest the Auditorium could open for rentals while also ensuring the renters the auditoriums full amenities, when the Arts and Humanities staff can start signing contracts for auditorium rentals, and how long ahead of time shows will start promoting.

Motion by Jolly to authorize Arts and Humanities staff to not sign or book any contracts until after April 1, 2026. Second by Epps.

Jolly, Pendergraft, Epps, Poudrier and Thomas voted yes, motion carried.

17. Consider authorizing staff to allocate up-to \$20,000 of Hotel Motel funds and contracting with limelight entertainment to book a country music performer(s) for a re-opening performance and take action as necessary.

Sasseen introduced this item.

Motion by Pendergraft to allocate up to \$20,000 of Hotel Motel funds, contracting with Limelight Entertainment, to book a reopening act at the McMahon Memorial Auditorium. Second by Jolly.

Jolly, Pendergraft, Epps, Poudrier and Thomas voted yes, motion carried.

18. Review and discuss 2027 operating budget and take action as necessary.

Poudrier introduced this item. He reported that he has a meeting with the City Manager and the Finance Director on March 5, 2026, to ask for programming funds on behalf of the McMahon Auditorium Authority. He reported that he must present a budget to them and has included a draft of the budget in the agenda packet. He and Pendergraft set a time to meet and finalize the draft budget.

19. Discuss utilization of 2026 Hotel/Motel funds for booking of opening performance and contracting with Limelight Entertainment and take action as necessary.

See business item #17.

20. Consider authorizing Arts and Humanities Director to work with Executive Committee to apply for a McMahon Auditorium Authority Grant for up to \$175,000 for additional McMahon Memorial Auditorium renovations and repairs.

Sasseen introduced this item. He explained what improvements that they could do to the McMahon Memorial Auditorium, in conjunction with phase 1 of the renovation project. He also explained the History of Louise McMahon and the McMahon Memorial Auditorium. Sasseen stated that Mayor Booker has expressed interest in updating the name of the McMahon Memorial Auditorium to better reflect its purpose. There was discussion on how best to modernize the name of the McMahon Memorial Auditorium while also honoring the intentions of Louise McMahon.

Motion by Epps to authorizing Arts and Humanities Director to work with Executive Committee to apply for a McMahon Foundation Grant for up to \$175,000 for additional McMahon Memorial Auditorium renovations and repairs and to continue discussion about the renaming of the auditorium and adding fixtures to better memorialize Eugene McMahon as per the wishes of Louise McMahon. Second by Poudrier.

Jolly, Pendergraft, Epps, Poudrier and Thomas voted yes, motion carried.

21. Consider authorizing Arts and Humanities staff to apply for an Oklahoma Arts Council Grant with a partnership with Lawton Community Theatre in Support of a Youth Talent Performance in March of 2027.

Sasseen introduced this item. He explained that in years past, the Arts and Humanities Committee contracted with Lawton Community Theater to produce a children's show for the community funded by a grant from the Oklahoma Arts Council. He stated that for 2025 and 2026, due to construction at the McMahon Memorial Auditorium, they have been unable to host the

show with local talent. Sasseen stated that with the construction coming to a close, he and Poudrier are looking at bringing the youth talent showcase back to the auditorium.

Motion by Jolly to authorize Arts and Humanities staff to apply for an Oklahoma Arts Council Grant with a partnership with Lawton Community Theatre in Support of a Youth Talent Performance in March of 2027. Second by Pendergraft.

Jolly, Pendergraft, Epps, Poudrier and Thomas voted yes, motion carried.

22. Review bids received for Armory Roof repair/replacement and take action as necessary.

Sasseen introduced this item. He reminded the Authority of what the current condition of the National guard Armory is and what they are wanting from the bids. The Authority reviewed the bids and current totals in the Carnegie Library Town Hall and National Guard Armory Repair fund. There was discussion on which bidding companies have a state contract.

Motion by Poudrier to have Jolly review the Salazar Roofing bid to ascertain if it meets the McMahon Auditorium Authority's minimum criteria, and should Jolly report back the Authority or Executive Committee that the Salazar Roofing bid meets the criteria, the McMahon Authority Committee grants the Arts and Humanities Director the power to contract with Salazar Roofing. Second by Epps.

Jolly, Pendergraft, Epps, Poudrier and Thomas voted yes, motion carried.

OLD BUSINESS - none

NEW BUSINESS – none

ANNOUNCEMENTS

Sasseen announced that the Parking lot at the John Denney Play house has been striped.

ADJOURNEMENT – The meeting adjourned at 6:05 pm.