



McMahon Memorial Auditorium

801 NW Ferris Ave
PO Box 522
Lawton, OK 73502
580-581-3470
www.swokarts.com



Max Sasseen
Chair

Allan Jolly
Vice-Chair

Teresa Pendergraft
Secretary/Treasurer

Dory Thomas
Jason Poudrier
Paul Ellwanger
Taron Epps
OPEN
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
April 9, 2026 – 4:00 p.m.
Carnegie Library Town Hall

CALL TO ORDER / ROLL CALL – 4:00 pm

PRESENT: Sasseen, Jolly, Ellwanger, Epps, Poudrier, and Thomas

ABSENT: Pendergraft

STAFF: Phillips

GUEST: Robert De Shade

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 March 12, 2026.**
- 2. Consider accepting the bank register reports for March 2026.**

Poudrier reported that the authority has received \$17,469.49 from Hotel/Motel reimbursement and that his office is working on submitting another claim.

Motion by Jolly to approve the meeting minutes from March 12, 2026 and the March 2026 bank register reports. Second by Epps.

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

Meeting went as follows:

CHAIR'S REPORT

- 3. Auditorium Update**

Jolly gave a report on the construction happening at the McMahon Memorial Auditorium. He reported that there has been a lot of progress since the last authority meeting. He reported that there should be substantial completion by late April and that they are out of the hard hat phase and invited the authority members to come by for a walk through of the new addition. Jolly reported that the biggest job to finish now is to get the elevator up and running, but the elevator is not needed to pass the occupancy checks. Poudrier reported that there is a tentative date for a punch list walk through before their April 17 deadline. Sasseen expressed his dislike for how the new terrazzo floor tiles were laid with the older tiles and how with the gaps on the sides of the wood slatted ceilings in both the east and west lobby, you can see the wires in the ceiling.

Epps asked for guidance when talking about the reopening of the Auditorium at City Council. Sasseen, Jolly, and Poudrier assured that they could probably start accepting contracts for events taking place after July 15 due to the progress made with the construction. Poudrier suggested adding this discussion as an agenda item for the May 2026 McMahon Auditorium Authority meeting.

4. CLTH Update

Poudrier reported that he has met with Jolly, Terry Wells, and a representative from Old Home Rescue about the staining on the front steps. Poudrier reported that a new pump was installed in the downstairs fire exit. He reported that after the recent storm, more water got into the basement. He reported that with the new pump, this shouldn't happen going forward.

5. Armory Update

Poudrier reported that he and his staff are looking at the final repair invoices on the Carnegie Library Town Hall and seeing how much insurance funds are left before he starts scheduling any work at the National Guard Armory.

6. Other announcements

None

TREASURER'S REPORT

7. CPA's Financial Reports

No report.

8. Audit Update

Sasseen reported that the contract with the new auditor, Christopher C. Turner, CPA PLLC, has been signed and they are locked into three years with the new auditor.

STAFF REPORTS

9. Review April and May Events Calendar

Phillips reported on the events coming up in April and May that will be hosted by and supported by the McMahon Auditorium and Arts and Humanities Division. Ellwanger praised the Art and Humanities division for their support during the April 2 Fire Hawk Groundbreaking.

10. Hotel/Motel, ARPA Funds Update and Grants Update

Poudrier reported that they have received \$17,469.49 in Hotel/Motel reimbursement and that he is prepping another claim to be submitted. He reported that he is working with Denise Castelli from Limelight productions. He reported that she is wanting there to be a contract in place for the auditorium reopening artist before she is paid and that her payment will spend the last of the Hotel/Motel allotment for 25-26. Poudrier reported that he is working with Carswell on getting trusses for movies in the park and that the reimbursement for purchasing these trusses will use the rest of the ARPA grant funds allocated. Poudrier reported that he is working on a few grants for the McMahon Foundation and he is working on the final reports for the Oklahoma Arts Council for the Student performance. He also reported that they have received the final \$2,000 for the NEA Big Read grant over Fuzz by Mary Roach.

11. City of Lawton Birthday Celebration, Auditorium Reopening Act

Poudrier reported that the 2026 City of Lawton Birthday Celebration is being scheduled for Saturday, August 8. He reported that he has been working with the Lawton Rangers and Pioneer women to hold a free event at McMahon Memorial Auditorium in the morning of August 8, that will include a longhorn cattle drive. Poudrier reported that there will be time limits on speeches this year for the awards presentations.

COMMITTEE REPORTS

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

Thomas reported that the International Festival is unable to book Henry Cho to perform a benefit concert this year so they have decided to host a talent competition for the local area and they are calling it "Lawton Has Talent" and that a sub committee is working on ironing out the details.

Thomas reported that there have been 14 vendor applications received for this years festival, and there are a few new vendors this year.

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

Poudrier reported that there was no April meeting. He also stated that Teresa Abrams and Allison Offield will be stepping down from the committee and that the Arts and Humanities Office is looking into recognizing them for their service to the Arts and Humanities in Lawton and the surrounding areas.

14. Receive Report from Nominating Committee

Poudrier reported that with the resignation of Neil West and Julia Sibilla, there are two positions available to be filled on the Authority board, with one of them being ex-officio Fort Sill representative.

Motion by Jolly to create a nominating committee with Poudrier as the chair and Epps as a member. Second by Ellwanger.

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

BUSINESS ITEMS

15. Discuss website architect proposals for updating SWOKarts.com and take action as necessary.

Poudrier Introduced this item by saying that the current SWOK Arts website has become a little out of date and he and his staff have been looking at others arts websites and have come to the conclusion that hiring a web designer will help to bring the website up to par with their contemporaries. Poudrier reported that his office has received two proposals for web designers.

Guest De Shade presented his website proposal to the Authority board. His proposal included a quick history of his background and previous work, a revamp of the Auditorium logo inspired by the architecture of the McMahon Memorial Auditorium, and two modern designs to separate the local arts events side of the website from the McMahon Memorial Auditorium side of the website. De Shade reported that he will design and train staff on using the website and will turn over all rights to the purchaser so the authority will fully own the website.

Poudrier expounded on what is now being spent annually on the SWOK Arts website, approximately \$400 a year, and the usefulness of hiring a web designer that is local. He suggested that the vote takes place in May so that the website could be up and running by August. Poudrier suggested using the fiscal year 2027 Hotel/Motel allocation as the website does support arts programming in southwest Oklahoma.

The Authority asked Phillips to email the proposals along with a few examples of their work.

16. Discuss proposal of public usage fees for CLTH and take action as necessary.

Poudrier reported that there is a city wide fees schedule that includes the usage of the three upstairs rooms at Carnegie Library Town Hall. He went on to report that now that the building is in fairly usable shape, he is wanting to update the rental fees and he explained the approval process. There was discussion on how citizens would go about booking the Carnegie Library Town Hall and whether citizens should continue to call the Parks and Recreation Department or the Arts and Humanities Division to book the Carnegie Library Town Hall. There was also discussion on the minimum amount of time that CLTH should be rented and how much the rental fees should be.

The Authority discussed possible uses of the rental spaces and if there should be more than one class of fees like there is at the McMahon Memorial Auditorium. They decided to direct Arts and Humanities staff to draft a fee schedule for the Carnegie Library Town Hall that emulates the rental fees schedule for the McMahon Memorial Auditorium for the board to vote on at the May 14 meeting.

17. Discuss Elevator Maintenance contract and take action as necessary.

Poudrier introduced this item. He reported that they have signed a free three month contract for the elevator maintenance, but he has reached out for what happens after the first three months and has yet to hear from the company. He confirmed that the contract should be paid from the Arts and Humanities City budget.

OLD BUSINESS - none

NEW BUSINESS

Poudrier reported that CDBL has suggested upgrading the lights that are above the portraits of Louise and Eugene McMahon in the auditorium lobby. Sasseen and Jolly suggested that if there is anything left in the contingency account allocated to the MMA Construction project, it should be used.

ANNOUNCEMENTS

Epps announced that the FIRES Symposium is coming back to FISTA.

Thomas announced that there will be an event hosted by the Friends of the Museum of the Great Plains on April 25, 2026 called Soldier of the America Revolution. She announced that this will take place at the Museum of the Great Plains.

Poudrier announced that the Princess Prom Party that will be supported by the MAA will be a Curiosity Avenue event and will take place on May 22, 2026.

Phillips announced that Lawton Ballet Theatre will have their spring recital, "Tangled", at the end of May at Lawton High School.

ADJOURNEMENT – The meeting adjourned at 5:28PM.