



Holiday in the Park Board of Directors Meeting

Thursday August 8, 2024, at 2:00 P.M.

Lawton Fort Sill Chamber of Commerce

Sovereign Bank Board Room

Minutes

Board Members Present: John Michael Montgomery, Earl Mack, Janie Billingsley, Benne Brewer, Katie Madigan, Jordan Hebert, Jeri Kimbro, Monte Brown, Lavonne Caldwell, Laci Kavanagh

Board Members Absent: Natasha Klugmann

Ex-Officio Members: Adam Morrison, Antonio Hopson, Jason Poudrier

Call to Order/Roll Call, establish quorum, and ensure public notice requirements have been met.

2:01 p.m. – John Michael Montgomery called the meeting to order, and Kelley Piret acknowledged that all posting notifications had been made and confirmed that a quorum was present.

- I. Introduction of any guests – Mike Glaze-Lyle Parks & Rec Supervisor
- II. Chairs Report / Discussion – John Michael Montgomery
 - Tents – Explained
 - Ornaments – John Michael Montgomery asked the board if they know of anyone that has ornaments to donate for a scavenger hunt, please let him know.
 - Gingerbread Houses -
 - John Michael Montgomery announced that donated decorations from Christine Means, the widow of Dr. Kelly Means, will be picked up on Friday.
 - Seasonal Workers
 - Scooters Coffee
 - Set-Up Dates October 24 – 27 & November 1 – 3
 - Committee Members

Committee Reports

Frost Your Fanny -Janie Billingsley informed the board that she would like to partner with MWR and have a marathon that will start on Fort Sill and end at Elmer Thomas Park next year. For this year, Eric Griner with MWR is assisting Janie Billingsley, and

they are considering having the timed run on a separate date from the parade.

Parade – Benne Brewer informed the board that he is currently working on the registration form. The online registration will open early.

Events – Jason Poudrier stated that there all but one performer coming back this year. Jason Poudrier would like to incorporate interactive activities in partnership with Parks & Rec.

Sponsorships – Katie Madigan – Each board member went through the sponsor list and chose which businesses they would like to contact about sponsorships.

III. Review July 11, 2024, meeting minutes

IV. Review Financials – Earl Mack reviewed and explained the budget with the HIP board.

V. Display Update - Explained

VI. Consent Agenda

- a. Consider approving the July 11, 2024, meeting minutes.
- b. Consider approving Financials.

ACTION: Motion to approve/amend/disapprove Consent Agenda.

ACTION: Benne Brewer motioned to approve the Consent Agenda; Monte Brown seconded the motion. The motion passed unanimously.

VII. Business

- a. Consider approving or taking action as necessary to approve the Management Agreement between Holiday in the Park and Lawton Fort Sill Chamber of Commerce.

ACTION: Lavonne Caldwell motioned to approve the Management Agreement between Holiday in the Park and the Lawton Fort Sill Chamber of Commerce; Benne Brewer seconded the motion. Holiday in the Park Chair asked for a roll call vote. The motion passed with 8 Yes and 2 Abstentions.

Yes

Earl Mack

Janie Billingsley

Benne Brewer

Jordan Hebert

Monte Brown

Lavonne Caldwell

Laci Kavanagh

Abstentions

John Michael Montgomery

Katie Madigan

- b. Consider approving or taking action as necessary to approve the 2024 Holiday in the Park Budget.

ACTION: Business Item b was tabled for the next Holiday in the Park board meeting.

- c. Consider approving or taking action as necessary for Vendor Christmas Markets.

ACTION: Janie Billingsley motioned to approve the Vendor Christmas Markets Contracts with a vendor fee of \$500; Benne Brewer seconded the motion. The motion passed unanimously.

- d. Consider approving or taking action as necessary to approve Bridget Randle as a Holiday in the Park Board Member.

ACTION: Janie Billingsley motioned to approve Bridget Randle as a Holiday in the Park board member; Jeri Kimbro seconded the motion. The motion passed unanimously.

- e. Consider approving or taking action as necessary to approve a 9-hole mini golf cost sharing with the Lawton Fort Sill Chamber of Commerce, with cost to Holiday in the Park not to exceed \$11,000.

ACTION: Jeri Kimbro motioned to increase the cost to \$14,000 and approve a 9-hole mini golf cost share with the Lawton Fort Sill Chamber of Commerce contingent upon available funds and Chamber Board approval; Monte Brown seconded the motion. The motion passed unanimously.

- X. Discussion – Consider any items to add to the September 12, 2024, board meeting.

None

- XI. New Business

None

- XII. Adjournment: John Michael Montgomery announced the meeting adjourned at 3:21 PM.