



McMahon Memorial Auditorium

801 NW Ferris Ave
PO Box 522
Lawton, OK 73502
580-581-3472
Fax 580-581-3473
www.lawtonok.gov



Max Sasseen
Chair

Allan Jolly
Vice-Chair

Teresa Pendergraft
Secretary/Treasurer

Dory Thomas
Jason Poudrier
Julia Sibilla
Paul Ellwanger
Taron Epps
Neil West

Jason Poudrier
Arts & Humanities
Administrator

Andrea Morman
Deputy Arts &
Humanities
Administrator

Michell Rosario
Arts & Humanities
Community Events &
Outreach Coordinator

Haley Moore
Arts & Humanities
Digital Media &
Records Specialist

Reagan Phillips
Administrative
Assistant

Nicholas Sasseen
Arts & Humanities
Technical Coordinator

Terry Gresham
Arts & Humanities
Maintenance Tech

Minutes
Regular Meeting
McMahon Auditorium Authority
June 12, 2025 – 4:00 p.m.
Carnegie Library Town Hall

CALL TO ORDER / ROLL CALL – 4:00pm

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

ABSENT: West, Sibilla

Guest: Britz

STAFF: Morman

VERIFY POSTING OF MEETING

Action: Verification of posting time, place, and date

Chair Sasseen introduced guest, Krystal Britz. Britz, an artist photographer, presented a new project in tandem with the Center of Creative Living. She is doing an Art Series, 16 to 18 pieces, that will have an opening night at Leslie Powell Gallery next month. The Series is called Reimagining Power and Beauty and focuses on the 55+ community. She gave an overview and noted that she is looking for funding and submitted an application for sub-granting from MAA to cover the cost of framing (see item #9). MAA could purchase the frames directly from Gill's framing. Sassen thanked her for her presentation and Britz left the meeting.

The agenda went as follows:

BUSINESS ITEMS

- 1. Consider approving reappointment of current MAA officers for another fiscal year.** Motion by Poudrier to approve reappointment of MAA officers for FY 25/26 as follows: Chair, Sasseen; Vice Chair, Jolly; Secretary/Treasurer, Pendergraft. Second by Ellwanger. Jolly, Pendergraft, Ellwanger, Epps, Poudrier, and Thomas voted yes. Motion Carried.
- 2. Consider approving the amended 2025 MAA Budget and take action as necessary.**
- 3. Consider approving the amended MAA Partnership with City of Lawton and take action as necessary.**

Poudrier reviewed the amended budget and the amended Partnership agreement. Motion by Pendergraft to combine items 2 and 3 and approve the amended 2025 MAA Budget and approve the amended MAA Partnership. Second by Epps. Jolly, Pendergraft, Ellwanger, Epps, Poudrier, and Thomas voted yes. Motion Carried.

- 4. Consider approval of 2026 MAA Budget and take action as necessary.**

Poudrier reviewed the proposed 2026 MAA Budget and stated that a new partnership agreement with the City will be in place in July. CIP funds of \$600,000 were not received and should be removed from the budget. These funds were requested for the Armory and CLTH. Pendergraft stated that there was a typo in the "total" columns, and Poudrier said he will correct it and send out the corrected budget.

Motion by Pendergraft to approve the 2026 MAA Budget as corrected. Second by Ellwanger. Jolly, Pendergraft, Ellwanger, Epps, Poudrier, and Thomas voted yes. Motion Carried.

events and submit for reimbursement from ARPA and Hotel/Motel. Sassen and Poudrier reviewed the recommended purchases and stated that the Authority is aiming to increase technical ability for community events, such as Movie In The Park, by purchasing portable equipment. The money will come from two sources, the ARPA Grant and Hotel Motel Tax funds. The City of Lawton Finance Division approved \$10,000 from Hotel Motel Tax for this FY ending in June.

Motion by Epps to approve the purchase of a projection equipment and travel case up to \$20,000 for Movie in the Park and other events and to submit for reimbursement to ARPA and Hotel Motel Tax Funds. Second by Jolly. Jolly, Pendergraft, Ellwanger, Epps, Poudrier, and Thomas voted yes. Motion Carried.

6. **Discuss approving purchase of seating for Arts & Humanities personnel for Annual Lawton Fort Sill Chamber Banquet up to \$750 out of Show Account.** Discussion ensued and the consensus was to choose and support no more than three annual banquets.

Motion by Poudrier to approve purchase of seating for Arts & Humanities personnel for the Annual Lawton Fort Sill Chamber Banquet. Second by Ellwanger. Jolly, Pendergraft, Ellwanger, Epps, Poudrier, and Thomas voted yes. Motion Carried.

7. **Consider contractor for repair of Carnegie Library Town Hall exterior entryway staircase and take action as necessary.** Sasseen reviewed the three bids that were acquired and came in at approximately \$44,000, \$64,000 and \$128,000. He stated that extensive research had been done, and he recommended Old Home Rescue with the bid for \$64,000. They previously worked on the building and have expertise in historical work. He recommended hiring Terry Wells as the owner's representative for \$5,000. The first way the board wanted to spend the \$69,000 was on the roof drains which were clogged. The water from the clogged drains ruined the basement floor. The original plan was to replace the damaged floor with the insurance money of roughly \$20,000. The board decided to spend an extra \$20,000 to install permanent ceramic tile flooring in the basement. This would cost a total of \$40,000 for the 4600 square ft floor. This brings the total spending to \$90,000, still under the \$100,000 budget. He addressed concerns about not going with the lowest bid. The City Attorney advised the board to vote again on the \$90,000 expenditure. The original vote was to let the executive committee handle the spending. The contractor selected for the CLTH staircase project understands the importance of matching the existing materials and colors. The goal is to complement the original architecture, not create a stark contrast. The board decided to go with the higher bid to ensure the project is done correctly the first time. The original approval authorized the executive committee to spend \$100,000. The motion includes hiring contractors for CLTH exterior entryway and approving the additional expense of ceramic tile in the basement at a cost not to exceed \$90,000. At this time Poudrier forwarded the bids electronically to the Authority for review. Jolly stated he would ensure the contractor has the necessary bonds. Further it was stated that the building is prone to leaks, so permanent flooring is a better option and the new tile should improve the feel of the space. The basement will be \$40,000, with the possibility of \$20,000 covered by insurance. Motion by Epps to approve the bid from Old Home Rescue and the additional \$20,000 for the basement floor and the \$5,000 for Terry Wells. Second by Ellwanger. Jolly, Pendergraft, Ellwanger, Epps, Poudrier, and Thomas voted yes. Motion Carried.

8. **Discuss progress of National Guard Armory preservation and maintenance and take action as necessary.** Sasseen reviewed the progress and stated that he had a meeting with Larry Parks, Director of Parks and Recreation. The consensus was that the main focus is to save the building. Sasseen stated that after prioritizing other buildings with renters, such as the John Denney Playhouse and the CLTH, they are now getting to the point where they can do something with the Armory. Parks expressed his desire to have P & R offices in the Armory. Sasseen stated that his plan is to continuously improve the Armory, starting with the exterior and the office, using a "slow money" approach and that he asked Mr. Parks if he has ways for faster funding. Sasseen wants the building to be community oriented rather than a storage facility. He stated that there was a bid for \$7,500 to paint the exterior of the armory this year, in addition to the \$36,000 spent on painting the dome. He further recommended to fix the broken glass and working with

funds require upfront payment with reimbursement.

Motion by Jolly to approve \$7,500 for exterior painting and an allowance of \$2,500 for exterior glazing. Second by Pendergraft. Jolly, Pendergraft, Ellwanger, Epps, Poudrier, and Thomas voted yes. Motion Carried.

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 of May 8, 2025 regular meeting.**
2. **Consider accepting the bank register reports for May 2025.**

Motion by Jolly to approve the meeting minutes from May 8, 2025, and to approve the bank register reports from May 2025. Second by Poudrier.

Jolly, Pendergraft, Ellwanger, Epps, Poudrier, and Thomas voted yes. Motion Carried.

TREASURER'S REPORT

5. CPA's Financial Reports

Pendergraft presented the treasurer's report and compared April 2024 and April 2025, showing a significant amount of money in the accounts due to grant funding.

COMMITTEE REPORTS

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

a. **Twin Oaks, IF Bowling Tournament.** Thomas reported on a bowling tournament she is coordinating to raise funds for the International Festival and will take place at Twin Oaks Bowling Alley on Fort Sill on July 19. She stated that it doesn't require any money from the committee, and she is soliciting prizes for the winners.

Motion by Thomas to approve the IF Bowling Tournament on July 19 at Twin Oaks Bowling Alley on Fort Sill. Second by Ellwanger. Jolly, Pendergraft, Ellwanger, Epps, Poudrier, and Thomas voted yes. Motion Carried.

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

a. Consider sub-granting applications for approval: Britz Application, \$2000.00

Sasseen noted that item 9. is referring to Krystal Britz who reviewed her grant application at the beginning of the meeting. Her packet was submitted using the new online Google Form, along with an attached budget and it is included in the Authority's packet. According to the grant documents, \$2,000 can be approved, but the Authority can add to that amount. Discussion ensued on whether spending the extra money on better framing is worth it. The consensus was to trust Britz's judgment on framing, that better glass, meaning "museum glass" that repels light rays, preserves photos and art for much longer.

Motion by Poudrier to approve up to \$2,500 for framing to support the project. Second by Pendergraft. Jolly, Pendergraft, Ellwanger, Epps, Poudrier, and Thomas voted yes. Motion Carried.

ANNOUNCEMENTS

Poudrier reported that City Management changed his position to Director of Arts & Humanities and that he is also now the official liaison with the Museum of the Great Plains. The Authority congratulated Poudrier on the promotion and a job well done.

OLD BUSINESS - none

NEW BUSINESS - none

ADJOURNMENT – 5:10 pm