



International Festival 2019

A project of the City of Lawton and the Lawton Arts & Humanities Council



**Minutes
Regular Meeting
International Festival Committee
Tuesday, February 5, 2019 - 6:00 p.m.
McMahon Auditorium Lobby**

Bobbi Whitson
Chair

Mark Sprague
Vice Chair

Molly Buckley
Dinah Lazarte
Allison Offield, LAHC Rep.
Maressa Santos
Dory Thomas, LAHC Rep.
Earl Wyatt
American Indian Club
Chamorro Society of Texoma
Filipino American Assoc.
Mexican Folkloric Dancers

Billie A. Whipp
Administrator

Tereasa Neeley
Administrative Assistant

CALL TO ORDER / ROLL CALL

MEMBERS PRESENT: Whitson, Sprague, Buckley, *Lazarte, Thomas (LAHC), Chamorro Society and Mexican Folkloric Dancers

MEMBERS NOT PRESENT: Offield (LAHC), Santos, Wyatt, American Indian Club and Filipino American Assoc.

STAFF PRESENT: Whipp and Morman

Chair Whitson called the meeting to order at 6:00 p.m.

ITEMS REQUIRING ACTION

1. Consider approving minutes of November 6, 2018 meeting. Motion by Sprague, second by Buckley to approve the minutes as presented. Roll call results: Sprague, Buckley, Thomas, Chamorro Society and Mexican Folkloric Dancers voted yes. Motion Carried
2. Consider approving December and January financial reports. Whipp reviewed the financial reports. Motion by Thomas, second by Chamorro Society to approve the December and January financial reports as presented. Roll call results: Sprague, Buckley, Thomas, Chamorro Society and Mexican Folkloric Dancers voted yes. Motion Carried
3. Consider approving 2019 Projected Budget (Attachment A): (*Lazarte arrived) Whipp reviewed the projected budget. Motion by Chamorro Society, second by Thomas to approve the 2019 Projected Budget as presented. Roll call results: Sprague, Buckley, Lazarte, Thomas, Chamorro Society and Mexican Folkloric Dancers voted yes. Motion Carried
4. Consider approving 2019 Headliners. Whipp gave an overview of the proposed headliners and showed clips for each group from YouTube. Discussion ensued with the consensus to approve the attached schedule. Motion by Lazarte, second by Mexican Folkloric Dancers to approve 2019 Headliners as presented (see attached). Roll call results: Sprague, Buckley, Lazarte, Thomas, Chamorro Society and Mexican Folkloric Dancers voted yes. Motion Carried
5. Consider not meeting in March. Motion by Lazarte, second by Thomas to approve not meeting in March. Roll call results: Sprague, Buckley, Lazarte, Thomas, Chamorro Society and Mexican Folkloric Dancers voted yes. Motion Carried

CHAIR'S REPORT

2019 Sub-committees – Signup sheet was passed around.

VICE CHAIR'S REPORT

ABLE Commission – new law/requirements – Sprague gave an overview of the new requirements for the beer booth this year and stated that the Executive Committee met with SW Sales and will be working on this with more updates at the next meeting.



2019 COMMITTEES

6. Brochure Ad Sales / Sponsorships – Whipp reported that the season greetings card was mailed to potential sponsors in November and sponsorship packets will be mailed this week. She stated that McMahon Foundation has agreed to the Gold Sponsorship of \$3,000 again this year.
7. Marketing / Publicity
8. Entertainment
 - a. South Stage – Buckley stated she and her husband would manage the South Stage all weekend.
 - b. North Stage – Lazarte
 - c. Interactive Area
 - d. Roaming Performers
 - e. Street Dance – Whipp reported that Neeley spoke to Wyatt and he stated he would coordinate the activity again this year.
9. Children's Area – MHS Key Club – Whipp reported that Neeley had spoken with Ms. Saunders who is still interested in serving on the IFC but could not attend tonight's meeting. She did confirm that the Key Club will sponsor this area for the 2019 festival.
10. Information Booth – Thomas
11. Volunteers – Thomas
12. Decorations – Lazarte
13. Beer Booth – Sprague
14. Drink Booth - Sprague

ADMINISTRATOR'S REPORT

15. Student Performance "The Frog Prince" – Thursday, Feb 21 – Whipp distributed flyers and stated that volunteers are needed if anyone is interested in being an usher.
16. FY19-20 OAC Grants / COL Budget – Whipp reported that the grant deadline is Friday, February 15. She further reported that city departmental proposed budget requests have been submitted and review for P&R Department is scheduled for March 4.
17. Additional Entertainment – Whipp reported receiving an inquiry from the "Marlow Gun Fighters" who would like to perform at local events. She gave an overview of their program and stated they ask for donation only. Discussion ensued with the consensus being that the festival is not an appropriate event for this type of activity.

OTHER/NEW BUSINESS

ADJOURN

Chair Whitson adjourned the meeting at 7:08 p.m.


Chair

4-2-19
Date Approved