

**Minutes
Regular Monthly Meeting
International Festival Committee
Tuesday, April 2, 2013 - 6:00 pm
Lawton Public Library – Meeting Room 2**

CALL TO ORDER / ROLL CALL

MEMBERS PRESENT: Whitson, Sprague, Auwen (LAHC), *Ayala, Buckley, Lazarte, Limon, Roldan, Ronio, *Sotelo, Tatum, Wyatt, *All Nations Baptist Church *Chamorro Society, Filipino American Club, and Friends of the Library

MEMBERS NOT PRESENT: American Indian Club, Latin American Community, and Mexican Folkloric Dancers.

GUESTS PRESENT: Keith Neitzke, COL Parks & Grounds Administrator, Anthony Coleman (Information Booths & Volunteer Sub Committees Chair), Steven Ronio (Lasting Impressions)

STAFF PRESENT: Whipp and Gilbert

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

ITEMS REQUIRING ACTION

1. Consider approving minutes of March 5, 2013 meeting. – MOTION by Roldan, with second by Tatum to approve the minutes of March 5, 2013 meeting. Roll call results: Sprague, Ayala, Buckley, Lazarte, Limon, Roldan, Ronio, Tatum, Wyatt, Filipino American Club, and Friends of the Library voted yes. MOTION CARRIED
2. Consider approving March financial report. – MOTION BY Tatum, with second by Ayala to approve the March financial report. Roll call results: Sprague, Ayala, Buckley, Lazarte, Limon, Roldan, Ronio, Tatum, Wyatt, Filipino American Club, and Friends of the Library voted yes. MOTION CARRIED.
3. Consider approving 2013 beer proposal. – (*Sotelo entered) – Vice Chair Sprague reported that one proposal was received from SW Sales (Coors). The proposal includes a \$2,200 cash sponsorship and in-kind support valued at \$5,700 for the large beer trailer, 2,000 souvenir mugs, and 5,000 wristbands. MOTION by Tatum, with second by Wyatt to approve SW Sales beer proposal. Roll call results: Sprague, Ayala, Buckley, Lazarte, Limon, Roldan, Ronio, Sotelo, Tatum, Wyatt, Filipino American Club and Friends of the Library voted yes. MOTION CARRIED.
4. Consider approving 2013 beer prices. - Vice Chair Sprague reviewed the cost per keg from SW Sales, and recommended keeping beer prices at \$3.00 for 14 oz. cups and \$5.00 for the 22 oz. mugs. MOTION by Roldan, with second by Filipino American Club to approve the 2013 beer prices as recommended. Roll call results: Sprague, Ayala, Buckley, Lazarte, Limon, Roldan, Ronio, Sotelo, Tatum, Wyatt, Filipino American Club, and Friends of the Library voted yes. MOTION CARRIED.

CHAIR'S REPORT

5. Multi-cultural area – (*Chamorro Society entered) – Chair Whitson introduced and welcomed Keith Neitzke, COL Parks & Grounds Administrator. Mr. Neitzke thanked the IFC and stated he is looking forward to the International Festival. Mr. Ronio questioned Neitzke on prairie dogs in Elmer Thomas Park and the measures in place to control their population at the festival area and what changes and/or improvements are being planned for the park this year such as additional electrical.

Chair Whitson reported that follow up has been made with Ft. Sill on the request for the International Students participation, but we have had no response.

2013 COMMITTEES

6. Brochure Ad Sales / Sponsorships – The sub-committee sign up sheet was passed around. Ronio reported that two full page, one half page, two quarter page ads, and two sponsorships have been received to date.
7. Marketing / Publicity – Mr. Wyatt reported that he has been distributing the festival informational flyer to local business, and requested assistance with disseminating the flyers to businesses that members may frequent.
8. Vendor Application Review – No report
9. Entertainment Selection – Ronio reported that the Volunteer Entertainment Selection Committee will meet directly following this meeting.
10. Stages:
 - a. South Stage – No report
 - b. North Stage – No report
 - c. Interactive Area – Chair Whitson noted a Chair is still needed.
11. Children's Area – (*Ayala left) – Buckley volunteered to Chair this sub-committee and stated that MHS kids will be in charge of this area again.
12. Information Booth – No report
13. Volunteers – No report
14. Decorations - Lazarte inquired about current inventory of big banners and discussion ensued on what additional decorations to order and additional lighting in particular areas.
15. Tree Decorating (*All Nations Baptist Church entered) – No report
16. Beer Booth – See items #3 & 4.
17. VIP Tent – No report

ADMINISTRATOR'S REPORT

18. General Updates – Whipp reported that Cheatwood has contacted the three approved headliners and all have agreed to participate and she is currently working on their Letters of Intent. She stated that the Display/Vendor applications have been sent electronically, and hard copies will be mailed next week. She further reported that the

deadline for festival electrician proposals is Friday, April 27th and that three adult, and one student poster has been received with deadline being Friday, May 10th.

NEW BUSINESS

- Gilbert thanked those members who had volunteered for the Student Performance presentation of “Cinderella’s Mice” and reported an attendance of over 3,000 for the three shows.
- Pate (Friends of the Library) announced their annual book sale scheduled for April 5th-7th at Cache Rd. Square.

ADJOURN

Chair Whitson adjourned the meeting at 6:45 p.m.

Chair

Date Approved