

**Minutes
Regular Monthly Meeting
International Festival Committee
Tuesday, May 5, 2015 - 6:00 pm
Lawton Public Library**

CALL TO ORDER / ROLL CALL

MEMBERS PRESENT: Whitson, Sprague, Lazarte, Limon, Sotelo, Chamorro Society, Filipino American Club, Friends of the Library, and Mexican Folkloric Dancers

MEMBERS NOT PRESENT: Ayala, Buckley, Coleman, LAHC Rep (Rain), Roldan, Tatum, American Indian Club, and Latin American Community

STAFF PRESENT: Whipp and Gilbert

**Chair Whitson called the meeting to order at 6:00 p.m. and declared a quorum.
She introduced and welcomed Kristen Herr, Director, Lawton Public Library
representing the Friends of the Library.**

Agenda went as follows:

Chair Whitson directed members to the "Proposed Budget Cuts" (see attached) handout and thanked members for working to reduce the festival budget. Whipp reviewed the list and associated expenses with the consensus being to make these changes to help reduce the overall festival budget. She reported that the LAHC voted at their April meeting to pay the entire audit fee for FY14-15 so festival funds could be used for the festival.

VOTING ITEMS

1. Consider approving minutes of April 7, 2015 meeting. – MOTION by Sotelo, with second by Chamorro Society to approve the minutes of April 7, 2015. Roll call results: Sprague, Lazarte, Limon, Sotelo, Chamorro Society, Filipino American Club, and Mexican Folkloric Dancers voted yes. Friends of the Library Abstained. MOTION CARRIED.
2. Consider approving April financial report. – Whipp reviewed the financial report. MOTION by Sotelo, with second by Limon to approve the April financial report. Roll call results: Sprague, Lazarte, Limon, Sotelo, Chamorro Society, Filipino American Club, Friends of the Library, and Mexican Folkloric Dancers voted yes. MOTION CARRIED.
3. Consider approving 2015 Headline Performers. – Discussion ensued regarding no headliners for 2015 due to budget constraints. MOTION by Sotelo, with second by Chamorro Society to not have headline performers at the 2015 IF. Roll call results: Sprague, Lazarte, Limon, Sotelo, Chamorro Society, Filipino American Club, Friends of the Library, and Mexican Folkloric Dancers voted yes. MOTION CARRIED.
4. Consider changing August meeting date to Tuesday, August 11, 2015. – Whipp stated that August 4th is the COL Birthday Celebration and A&H staff would be working that event. MOTION by Lazarte, with second by Mexican Folkloric Dancers to reschedule the

August meeting to Tuesday, August 11, 2015. Roll call results: Sprague, Lazarte, Limon, Sotelo, Chamorro Society, Filipino American Club, Friends of the Library, and Mexican Folkloric Dancers voted yes. MOTION CARRIED.

CHAIR'S REPORT

Reminder June 2nd Meeting @ MMA – poster contest judging - Whitson noted the poster contest judging is scheduled for the June 2nd meeting in the lobby of McMahon Auditorium. Whitson also reported that the Executive Committee met with the Wichita Mountain Prevention Network regarding the 2014 IF Assessment Report stating it was very good with 100% compliancy with IDs checked at beer booth.

VICE CHAIR'S REPORT

No report

2015 COMMITTEES

The sub-committee sign-up sheet was passed around.

5. Brochure Ad Sales / Sponsorships – Whipp provide update on sponsorships and ads received.
6. Marketing / Publicity – No Report
7. Entertainment Selection – Whipp stated that applications have been mailed to local performers and encouraged members to solicit new groups.
8. South Stage – Tatum – No report
9. North Stage – Lazarte – No report
10. Street Dance – Sotelo – Sotelo reported that the street dance will be Saturday at the South Stage.
11. Interactive Area – Chavez – All is ready for Sunday activities.
12. Roaming Performers – Whipp reported that this year's volunteer performer's application has an expanded explanation of roaming performers.
13. Children's Area – Buckley – Whipp reported on behalf of Buckley that she has most of the supplies needed for this year.
14. Information Booth – Coleman – No report
15. Volunteers – Coleman – No report
16. Decorations – Lazarte – No report
17. Tree Decorating – Chavez – No report
18. Beer Booth – Sprague – Sprague reported that the acceptance letter has been mailed to SW Sales. He further reported that his volunteers are not available on July 4th and therefore would not be able to operate the Freedom Festivals beer booth at a fundraiser for the International Festival.
19. VIP Area - HIP – Whipp reported that the IFC will partner with Holiday in the Park to sponsor the VIP tent by waiving their booth fee as well as cover the cost of food and supplies that are not donated.

ADMINISTRATOR'S REPORT

20. Budget Updates – Whipp reported that a budget workshop with City Council is scheduled for Wednesday, May 6th. She further reported that due to the State's \$611 million budget shortfall OAC and all state agencies have been asked to present contingency plans for 2.5% to 7.5% cuts, which would mean a loss of more than \$283,000 for arts grants and education. She stated that she also wanted to provide and update on Freedom Festival and explain how that event is being funded especially in light of the budget cuts to LAHC and other City co-sponsored programs.
21. P&R Department / A&H Division Updates – Whipp reported that Jack Hanna is the new Parks & Recreation Director and that the A&H and MMA Divisions have been placed under Internal Services, and that she reports directly to Jim Russell, Acting City Manager.

OTHER/NEW BUSINESS

Herr presented a possible fundraising opportunity that maybe the Friends of the Library and IFC could partner on. It would be to have a pie throwing or dunk tank booth. Chair Whitson stated this would be something the committee would have to discuss at the next meeting and see if there would be an interest.

ADJOURN

Chair Whitson adjourned the meeting at 6:55 p.m.

Chair

Date Approved