

International Festival 2018

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



Minutes Regular Monthly Meeting International Festival Committee Tuesday, July 10, 2018 - 6:00 p.m. McMahon Auditorium Lobby

Bobbi Whitson
Chair

Mark Sprague
Vice Chair

Molly Buckley
Allison Offield, LAHC Rep.
Sheila Olsen
Dory Thomas, LAHC Rep.
Kealii Thompson
Earl Wyatt
American Indian Club
Chamorro Society of Texoma
Filipino American Club
Mexican Folkloric Dancers

Billie A. Whipp
Administrator

Tereasa Neeley
Administrative Assistant

CALL TO ORDER / ROLL CALL

MEMBERS PRESENT: Whitson, Sprague, Buckley, Offield (LAHC Rep), Thomas (LAHC Rep), American Indian Club and Filipino American Assoc.

MEMEBERS EXCUSED: Wyatt and Mexican Folkloric Dancers

MEMBERS NOT PRESENT: Olsen, Thompson and Chamorro Society

STAFF PRESENT: Whipp and Neeley

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

VOTING ITEMS.

1. Consider approving minutes of June 5, 2018 meeting. Buckley made the following correction to the minutes: "...with Buckley asking if the head dress design could be culturally insensitive and that the consensus of the committee was to have Ed Hoosier of Stanton's review the design and if he concurred then the winning design would be the poster created by Kaitlyn Esquier, first place winner of the 9th – 12th grade division". Motion by Buckley, second by Sprague to approve the minutes as corrected. Roll call results: Sprague, Buckley, Thomas, American Indian Club and Filipino American Club voted yes. Motion Carried.
2. Consider approving June financial report. Whipp reviewed the financial report. Motion by Sprague, second by Thomas to approve June financial report. Roll call results: Sprague, Buckley, Thomas, American Indian Club and Filipino American Club voted yes. Motion Carried.
3. Approve 2018 display vendors. Whipp reviewed the display vendors (see attached) stating there is one new vendor the Jehovah's Witnesses. Their materials were reviewed and discussed. Motion by Sprague, second by Buckley to approve the 2018 display vendors as presented. Roll call results: Sprague, Buckley, American Indian Club and Filipino American Club voted yes. Thomas voted no. Motion Carried.
4. Approve 2018 sales vendors. Whipp reviewed the sales vendors (see attached) stating there are seven new vendors. Those applications were reviewed and discussed. Whipp also reported that only one vendor paid the 30% surcharge in order to sell t-shirts for a lower price than the committee. Motion by Buckley, second by Sprague to approve the 2018 sales vendors as presented. Roll call results: Sprague, Buckley, Thomas, American Indian Club and Filipino American Club voted yes. Motion Carried.
5. Approve 2018 food vendors. Whipp reviewed the food vendors (see attached) stating there are five new vendors. Those applications were reviewed and discussed. Motion by Buckley, second by Filipino American Club to approve the 2018 food vendors as presented. Roll call results: Sprague, Buckley, Thomas and Filipino American Club voted yes. American Indian Club abstained. Motion Carried.



6. Approve 2018 performers. Whipp reviewed the performers (see attached) stating there is one new performer, Greg Stallings, who does "world music, Jazz and instrumental" she played a sample of his music from YouTube. Motion by Filipino American Club, second by Thomas to approve the 2018 performers as presented. Roll call results: Sprague, Buckley, Thomas, American Indian Club and Filipino American Club voted yes. Motion Carried.

CHAIR'S REPORT

Whitson reported the executive committee discussed feedback on the poster design and that the design by Esquier will be on the posters and brochure and that Ed with Stanton's has created several designs for the committee to consider. These designs keep the mission of the festival while only using a four color process on the shirts.

Whipp displayed three designs and discussion ensued. The consensus of the committee was to see if several more flags could be added and if a darker color shirt would work.

Whipp further reported that Stanton's recommends a softer fabric which is very popular and passed around two shirts being recommended. The consensus is to go with the softer fabric even though it is several dollars higher than shirts purchased in past years. It was also decided to place the design on the front of the shirt and the festival child logo and year on the back.

VICE CHAIR'S REPORT

No Report

2017 COMMITTEES

7. Brochure Ad Sales / Sponsorships – Whipp reviewed ads and sponsorships received and reported that the Chamber will do a \$5,000 sponsorship again this year.
8. Marketing / Publicity – No report
9. South Stage – Offield reported that Victor Leary has volunteered to cover the stage on Saturday but will need assistance. Lazarte will cover on Friday evening and if no volunteer is found for Sunday then staff will cover the stage.
10. North Stage – No report
11. Street Dance – No report
12. Interactive Area – Whipp reported that Hank Poppy has volunteered to do the "star gazing" on Friday and Saturday evenings weather permitting. Cheatwood has also contact the MGP to see if they will participate. Thompson and KK Kickers have performed in this area in the past and will be invited back.
13. Roaming Performers – Whipp stated that the Sweet Adelines will not roam this year but will still perform on the stage.
14. Children's Area – Buckley reported that the Key Club will be there again with the booth open on Saturday and Sunday. Mac's homecoming is that weekend so she may need additional volunteers. She requested that the pony ride booth be relocated away from the Children's Area due to the smell.
15. Information Booth – Whitson/Thomas – Whitson reported inventory will be done on Thursday and then they will submit their orders to Neeley by early August. Lazarte requested the bunting be cleaned each year so it looks more professional. Whitson requested the Information Booth be located on the north pavilion of Holiday House.

16. Volunteers / Feeding Volunteers – Thomas is working on contacting groups and organizations to volunteered and asked members to provide her information on anyone who might be interested in helping this year.
17. Decorations – See item #15. Lazarte further reported she will need volunteers to help decorate starting on Tuesday evening and that the volunteers last year were great.
18. Beer Booth – Sprague reported he is lining up volunteers and getting everything set up.
19. Drink Booths – Sprague reported he is working on this area as much as possible. Whipp stated that LAHC members and staff will assist again this year in covering the booth but that a Chair for this booth really is necessary to ensure that all aspects of the booth are coordinated.

ADMINISTRATOR'S REPORT

20. General Updates – Whipp reported that approval for the security and sound/tech support for the stages will be on the August voting agenda as well as establishing sales prices for the t-shirts. Whitson asked if FSFCU was going to have an ATM on site. Whipp stated that due to the contract the City has with JAMARK regarding ATMs the only way another entity can have an ATM at a City co-sponsored event is if they are providing a sponsorship and that FSFCU has only submitted a brochure ad.

OTHER/NEW BUSINESS

Buckley reported that this may be her last year coordinating the children's area but that she will remain on the committee and help in other areas. She feels that by retiring from LPS she would be too far removed from the students. She has spoken to the Key Club sponsor and that she is considering taking over the area. Whitson asked if she would contact Cameroun University's International Student Organization to see if they would be willing to participate in some capacity. Buckled stated she will check on that and report at the August meeting.

ADJOURN

Chair Whitson adjourned the meeting at 7:00 p.m.


Chair Roberta M. Whitson

8-7-18
Date approved