



Dory Thomas
(Chair)

Dinah Lazarte
(Vice Chair)

Nancy Alandzes
Rosalind Asetamy
Alicia Brierton
Molly Buckley
Fano Canton
Taron Epps
Sonia Hastings
Angel Howell
Mike Howell
Mylene McManus
Ben Nededog
Pat Reynolds
Kathy Rogers
Jerson Romero
Myrna Romero
Renata Rudd
Max Sasseen
Kathy Sauders
Page Smith

Jason Poudrier
Arts & Humanities
Administrator

Andrea Morman
Arts & Humanities
Deputy Administrator

Michell Rosario
Arts & Humanities
Community Events
& Outreach Coordinator

Haley Moore
Arts & Humanities
Digital Media Specialist

Reagan Williams
Arts & Humanities
Administrative Assistant

Nicholas Sasseen
Arts & Humanities
Technical Coordinator



International Festival 2024

A project of the City of Lawton and the McMahon Memorial Auditorium



Agenda
Regular Monthly Meeting
International Festival Committee
August 6, 2024—4:30PM
McMahon Memorial Auditorium, Lobby



Call Meeting to Order:

1. Action: Roll Call

Verify positing of meeting:

2. Action: Verification of posting time, place, and date.

Consent Agenda: The following items are considered to be routine by the International Festival Committee 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.

3. Approve past minutes
4. Approve Financials

Chair Report & Vice Chair's Report:

- Updates

Committee Reports:

5. Vendors – (Subcommittee/COL Staff)
6. Sponsorships/Brochure Ads – (COL Staff)
7. Marketing / Publicity / Social Media – (COL Staff)
8. Parade of Nations / Opening Ceremony – (Charlotte Kealii Thompson)
9. Entertainment
 - a. South Stage – (Dinah Lazarte, Taron Epps)
 - b. North Stage – (Jerson and Myrna Romero)
 - c. Interactive Area –
 - d. Children's Area – (Kathy Sauders & Molly Buckley)
 - e. Performer Selection – (Subcommittee, A&H Office)
10. Volunteers – (Dory Thomas)
11. Decorations – (All Members)
12. Beer Booth – (Page Smith - Knights of Columbus)
13. Drink Booths – (Renata Rudd, Kathy Rogers)
14. Information Booth – (Dory Thomas, Angel and Mike Howell, Mylene McManus)

Staff Reports:

15. A&H Administrator: City of Lawton Collaboration and Assistance. Grant submission update.

Business Items:

16. Consider approving T-shirt Invoice purchase.
17. Discuss and recommend Staff issue an RFP for Festival Security.
18. Discuss and recommend Staff issue an RFP for Festival Electrician and direct staff to contract with lowest bidder.
19. Consider approving Vendor Applications.
20. Consider Volunteer Performer Applications.
21. Review Draft Performer Schedule.
22. Consider approving up to \$2,000 in International Funds to be made available to assist in recruiting Volunteer Performers and direct staff to create a needs-request form for performers to be able to request assistance of up to \$500, and funds would be dependent upon need and availability and reviewed and voted on at the September meeting IF Meeting.

Old Business:

New Business: