

Minutes
Regular Monthly Meeting
International Festival Committee
Tuesday, September 23, 2014 - 6:00 pm
Elmer Thomas Park

CALL TO ORDER / ROLL CALL

MEMBERS PRESENT: Whitson, Sprague, Ayala, Buckley, Coleman, Nomura (LAHC), Lazarte, Sotelo, Tatum, Wyatt, American Indian Club, Filipino American Club, Friends of the Library, and Latin American Community

MEMBERS NOT PRESENT: Limon, Roldan, Chamorro Society, Lawton Public Library, and Mexican Folkloric Dancers

STAFF PRESENT: Whipp

Chair Whitson called the meeting to order at 6:08 p.m.
and declared a quorum.

VOTING ITEMS

1. Consider approving minutes of August 19, 2014 meeting. - MOTION by Ayala, with second by Tatum to approve the minutes of August 19, 2014. Roll call results: Sprague, Ayala, Buckley, Coleman, Lazarte, Sotelo, Tatum, Wyatt, American Indian Club, Filipino American Club, Friends of the Library, and Latin American Community voted yes. MOTION CARRIED.
2. Consider approving August financial report. – Whipp gave an overview of the financial report stating all vendor fees have been deposited. MOTION by Tatum, with second by Sotelo to approve the August 2014 financial report. Roll call results: Sprague, Ayala, Buckley, Coleman, Lazarte, Sotelo, Tatum, Wyatt, American Indian Club, Filipino American Club, Friends of the Library, and Latin American Community voted yes. MOTION CARRIED.
3. Consider refunding booth fee to Mabuhay International. – Whitson gave a brief overview of the discussion from the previous meeting and why Mabuhay International was requesting a refund. Discussion ensued with several members stating that IFC has policies in place for a reason and the committee should be consistent with everyone in terms of adhering to policies. MOTION by Ayala, with second by Buckley to deny request to refund booth fee to Mabuhay International. Roll call results: Sprague, Ayala, Buckley, Coleman, Lazarte, Sotelo, Tatum, American Indian Club, Friends of the Library, and Latin American Community voted yes. Filipino American Club voted no. Wyatt abstained. MOTION CARRIED.

CHAIR'S REPORT

4. Parade of Nations @ 5:45pm – line up at 5:00pm – Whitson reminded everyone planning to be in the PON to line up at 5pm at the north end of the South Stage.

5. Tuesday, Oct 7th @ 6pm – Potluck Dinner / Evaluation Meeting @ McMahon Auditorium – Whitson reminded everyone to bring a cover dish and their written feedback of the festival to the October meeting which will be held in the lobby of McMahon Auditorium.

VICE CHAIR'S REPORT

VC Sprague stated he would be on site Thursday afternoon and all day Friday for setup.

2014 COMMITTEES

6. Marketing / Publicity – No report.
7. Stages:
 - a. South Stage - Tatum, Stage Manager – Tatum stated she will need volunteers.
 - 1) Street Dance (Sat) – Roldan – No report.
 - b. North Stage - Lazarte, Stage Manager – She introduced her helper, Lanya Doyle stating they are ready to go.
 - c. Interactive Area – Chavez – No Report
 - d. Roaming Performers – No Report
8. Children's Area - Buckley, Chair – Buckley stated she has 30 students volunteering on Saturday and Sunday, and that Mac Drum Line may be there as well.
9. Information Booth - Coleman, Chair – Whitson stated she placed an order with Oriental Trading but it has not arrived; however, there are plenty of sales items from previous years that will be sold.
10. Volunteers - Coleman, Chair – Whitson stated that she is receiving volunteer signup forms and that we should have plenty of volunteers for all areas.
11. Decorations - Lazarte, Chair – Lazarte asked for members to help as much as possible with decorating the site tonight through Thursday.
12. Tree Decorating – Chavez – No report
13. Beer Booth - Sprague, Chair – Sprague reported that the beer truck is in place.
14. VIP Tent - LHS Key Club & EHS Key Club – Whipp stated that she met with EHS Key Club President and they are planning to cover all weekend as he has not been able to make contact with the LHS sponsor to confirm their participation on Sunday.

ADMINISTRATOR'S REPORT

Whipp stated that she has festival t-shirts for those members who have attended seven or more meetings, and if another size is needed to please exchange it at the Information Booth during the festival.

OTHER/NEW BUSINESS

ADJOURN

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

Chair

Date Approved