

**Agenda
Regular Monthly Meeting
International Festival Committee
Tuesday, October 4, 2016 - 6:00 pm
McMahon Memorial Auditorium Lobby**

**Festival Evaluation Meeting & Potluck Dinner
(Please bring your feedback in writing to the meeting)**

CALL TO ORDER / ROLL CALL

ITEMS REQUIRING ACTION

1. Consider approving minutes of September 20, 2016 meeting.
2. Consider approving October financial report.
3. Consider HHH Entertainment's request for refund.

CHAIR'S REPORT

VICE CHAIR'S REPORT

EVALUATION

4. Poster Contest / T-shirts
5. Brochure Ad Sales / Sponsorships
6. Marketing / Publicity
7. Decorations / Tree Decorating
8. Opening Ceremony
9. North Stage / Performers
10. South Stage / Performers
 - a) Street Dance
11. Interactive Area
12. Children's Area
13. Information Booths
14. Beer Booth
15. Volunteers
16. Partnership with HIP to feed volunteers
17. Vendors
18. Technical / Set-Up
19. Parking / Grounds
20. Security
21. Weather Issues
22. General

OTHER/NEW BUSINESS

ADJOURN

The City of Lawton encourages participation from all its citizens. If participation at any public meeting is not possible due to a disability, notification to the City Clerk at 580-581-3305 at least 48 hours prior to the scheduled meeting is encouraged to make the necessary accommodations. The city may waive the 48-hour rule if an interpreter for the deaf (signing) is not the necessary accommodation.