

**Minutes
Regular Monthly Meeting
International Festival Committee
Tuesday, June 5, 2018 - 6:00 p.m.
McMahon Auditorium Lobby**

CALL TO ORDER / ROLL CALL

MEMBERS PRESENT: Whitson, Sprague, Buckley, Offield (LAHC), Thomas (LAHC), *Wyatt, *American Indian Club, Chamorro Society, Filipino American Club and Mexican Folkloric Dancers

MEMBERS NOT PRESENT: Olsen and Thompson

STAFF PRESENT: Whipp and Neeley

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

VOTING ITEMS

1. Consider approving minutes of April 3 meeting.- Motion by Filipino American Club, second by Thomas to approve the minutes for April 3 meeting as presented. Roll call results: Sprague, Buckley, Thomas, Chamorro Society, Filipino American Club and Mexican Folkloric Dancers voted yes. Motion Carried.
2. Consider approving April and May financial reports. – Whipp reviewed the financial reports. Motion by Filipino American Club, second by Chamorro Society to approve the financial reports as presented. Roll call results: Sprague, Buckley, Thomas, Chamorro Society, Filipino American Club and Mexican Folkloric Dancers voted yes. Motion Carried.
3. Consider winning posters for the 2018 festival. – *(American Indian Club and Wyatt enter) Sprague passed out voting ballots and explained the process and written voting took place at this time. Ballots were given to Sprague to tally and he announced the following winners: K-5th division winner is Julissa Rocha; 9th-12th division winner is Kaitlyn Esquer; adult division winner is Sarah Youngblood and the overall winner is Sarah Youngblood. Discussion ensued regarding the overall winning poster with American Indian Club stating the image may create controversy due to it being a “head dress” and that if it is not accurate people will be offended. She stated that she does not know the proper way it should be represented and that each tribe is different. Further discussion ensued and the consensus was to send the image to several members of the Native American community for their feedback and if they feel the same then the overall winning poster will be Kaitlyn Esquer, with Youngblood’s poster still receiving first place for the adult division.
4. Consider revising policy on t-shirt sales by vendors. – Whipp reminded members of the consensus at the previous meeting to establish a 30% surcharge for sales vendors who want to sell t-shirts. They would pay the surcharge then be allowed to sell their shirts at any price. The surcharge would be \$49.50 for a single booth and \$90.00 for a double booth. Motion by Filipino American Club, second by Mexican Folkloric Dancers to approve revising the t-shirt policy as stated. Roll call results: Sprague, Buckley, Thomas, American Indian Club, Chamorro Society, Filipino American Club and Mexican Folkloric Dancers voted yes. Wyatt voted no. Motion Carried.

5. Consider approving t-shirt vendor for 2018 festival shirts. - Whipp reported Neeley has been working diligently since the last meeting researching t-shirt vendors and prices to include online companies. She reviewed the handout of vendors and prices stating that Stantons is still the lowest vendor. Discussion ensued with the consensus being to use Stantons for the 2018 shirts. Filipino American Club requested bold color t-shirt such as red, black or purple. Motion by Wyatt, second by Sprague to approve Stantons as the 2018 t-shirt vendor. Roll call results: Sprague, Buckley, Thomas, Wyatt, American Indian Club, Chamorro Society, Filipino American Club and Mexican Folkloric Dancers voted yes. Motion Carried.
6. Consider revising paid performer policy. – *(American Indian Club left) Whipp reminded members of the LPO request discussed at the previous meeting stating they had asked the committee to consider hosting them at the 2019 festival as a headline performer and providing a stipend to help offset their cost since most of the musicians come from the Dallas and Tulsa areas and only a few are local. She further reported that The Brothers Dupree have asked again about being paid. She stated that Danny Cox emailed the office asking if one of the band members could submit their request since he lives in Norman. Discussion ensued regarding if one local performer is paid then all local performers would need to be compensated and there are just not funds to do that. The consensus of the committee is to leave the policy as it stands with all paid performers living outside a 50 mile radius of Lawton. Motion by Sprague, second by Thomas to keep the current paid performer policy in place. Roll call results: Sprague, Buckley, Thomas, Wyatt, Chamorro Society, Filipino American Club and Mexican Folkloric Dancers voted yes. Motion Carried.

CHAIR'S REPORT

Reminder July Meeting: 2nd Tuesday, July 10 @ 6pm - Jury vendor & performer applications – Whitson reminded members that they will be jurying the vendor and performer applications at the July meeting and asked all members to attend. The deadline for vendor applications is June 15th and the performer applications are due June 29th.

Whitson asked Buckley if she had spoken to anyone at Cameron University regarding participation of the International Students. Buckley stated she would see what she could do.

VICE CHAIR'S REPORT

None

2018 COMMITTEES

7. Brochure Ad Sales / Sponsorships - Whipp reported there are nine full page ads and three quarter page ads. She stated Fields Printing will print the brochures again this year which will be one page larger (14" x 25") than last year's brochure and the quote is \$1,350 for 1,500 brochures.
8. Marketing / Publicity – Wyatt reported speaking to Arvest Bank and they are unable to do a monetary sponsorship but are willing to provide an ATM and volunteers for the event. Whipp explained that the only ATM, other than provided by JAMARK due to their contract with the City of Lawton, is if a financial institution is providing a monetary sponsorship for the event. Wyatt further reported that Sam's Club has a new general manager and he is willing to provide volunteers for any non-profit organization's event. He will provide the contact information to Thomas.
9. South Stage – No report
10. North Stage – No report
11. Street Dance – Whipp reported the 77th Army Band cannot perform on Friday so Wyatt will host the Street Dance on the North Stage starting at 8:00 p.m. which will be the only event on that stage. Lazarte volunteered to manage the South Stage on Friday since Wyatt will handle the Street Dance.

12. Interactive Area – No report
13. Roaming Performers – No report
14. Children's Area – Buckley reported she is checking on homecoming dates and that last year it was on the same weekend as International Festival so volunteers were limited.
15. Information Booth – Whitson stated that Filipino American Club, Thomas and herself will do the inventory on Thursday, July 12th at 4:00 p.m. All items to be ordered will be provided to Neeley following that meeting.
16. Volunteers / Feeding Volunteers – No report
17. Decorations – Whitson asked what the protocol is to destroy tattered flags from other countries. Whipp stated that Limon takes the office's American Flags to be destroyed at their annual ceremony and she can check with him to see if they do the same for other flags.
18. Beer Booth – Sprague reported the acceptance letter was sent to SW Sales, Inc. He further reported that this will be the last festival that we can sell low-point beer as the new law goes into effect on October 1st.
19. Drink Booth – Sprague reported the acceptance letter was sent to Pepsi.

ADMINISTRATOR'S REPORT

OAC & COL Budget Updates – Whipp reported that she has not received notification from OAC on the grants but that \$20,000 was requested for the festival. She reported that there are large cuts in the city's operating budget and that starting with the July meeting hard copies of meeting packets will not be provided. Members will need to print, meeting information emailed to them prior to the meetings, and bring with them if they want a hard copy. She also reminded members that due to these cuts there will be no traffic/parking support on Sunday of the festival from P&R.

General Updates - Whipp reported the following updates for the Opening Ceremony: Kourtney Smith of MHS, 2017 Texoma Idol and 2018 American Idol Top 50 will perform the National Anthem; Reverend Choy will offer the Invocation; Fort Sill's 77th Army Band's Brass Quintet, Lauren Ashley Noriega (CIVA Princess) and bagpiper will all participate. The Naturalization Ceremony has been approved and Judge Erwin will present the Oath of Allegiance. Reception for new citizens and their families will be hosted by LAHC at the museum prior to the ceremony. Thompson has volunteered to coordinate the Parade of Nations. Whipp further reported that 15 sales and 18 food vendor applications have been received.

OTHER/NEW BUSINESS

Whipp announced the Lawton Fort Sill Freedom Festival scheduled for Saturday, June 30th from 10 a.m. to 10 p.m. and invited members to join the festivities.

Whitson asked that members sign up for at least one subcommittee that we are in need of help in all areas.

ADJOURN

Chair Whitson adjourned the meeting at 7:17 p.m.

Chair

Date Approved