



# *International Festival 2018*

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



**Minutes  
Regular Monthly Meeting  
International Festival Committee  
Tuesday, October 9, 2018 - 6:00 p.m.  
McMahon Memorial Auditorium Lobby**

Bobbi Whitson  
Chair

Mark Sprague  
Vice Chair

Molly Buckley  
Dinah Lazarte  
Allison Offield, LAHC Rep.  
Dory Thomas, LAHC Rep.  
Earl Wyatt  
American Indian Club  
Chamorro Society of Texoma  
Filipino American Assoc.  
Mexican Folkloric Dancers

Billie A. Whipp  
Administrator

Tereasa Neeley  
Administrative Assistant

## **CALL TO ORDER / ROLL CALL**

**MEMBERS PRESENT:** Whitson, Buckley, Lazarte, Thomas (LAHC), Chamorro Society and \*Mexican Folkloric Dancers

**MEMBERS NOT PRESENT:** Sprague, Offield (LAHC), Wyatt, American Indian Club and Filipino American Club

**GUEST PRESENT:** Stallings (LAHC)

**STAFF PRESENT:** Whipp, Morman and Neeley

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

## **ITEMS REQUIRING ACTION**

1. Consider approving minutes of September 24, 2018 meeting. Motion by Buckley, second by Lazarte to approve the minutes as presented. Roll call results: Buckley, Lazarte, Thomas, Chamorro Society and Mexican Folkloric Dancers voted yes. Motion Carried.
2. Consider approving October financial report. – Whipp reviewed the report. Motion by Lazarte, second by Buckley to approve the October financial report. Roll call results: Buckley, Lazarte, Thomas, Chamorro Society and Mexican Folkloric Dancers voted yes. Motion Carried.

## **CHAIR'S REPORT**

Whitson reported the festival went very well without any major issues and only a few incidents to report.

## **VICE CHAIR'S REPORT**

No report

## **EVALUATION**

3. Poster Contest / T-shirts – Whitson reported the t-shirt sales were low; patrons liked the softer fabric but not the design. Whitson said some years are just like that; patrons do not particularly care for the design or color and this was one of those years.
4. Brochure Ad Sales / Sponsorships – No report.
5. Marketing / Publicity – No report.
6. Decorations – Lazarte reported a large support all three nights from Cameron Baptist Church volunteers. Staff knew what decorations to put up in specific areas which speeded up the decorating process. Thomas had volunteers scheduled for Sunday afternoon and that was a great help in taking down the decorations. Whitson noted she would like to purchase replacement items for next year.
7. Opening Ceremony – Whitson stated the Opening Ceremony went well and that there was a bagpiper to lead the Parade of Nations. Discussion ensued on other options to lead the parade and possible having a Mariachi Band/trumpet player for 2019 festival. Ms. Chavez volunteered to work on getting a trumpet player as she knows someone from her church.



Lazarte reported that Kealii has announced she is moving to Texas and that someone will need to organize the Parade of Nations. Next year is the 40<sup>th</sup> anniversary of the festival, the "Ruby" festival and the consensus was to have something special.

8. North Stage / Performers / Street Dance – Lazarte reported that the Headliner "MoeTowne Alex and The Nightview Band" was terrific and that the crowd loved them. People were dancing and having a great time and the group played till 10:00 p.m. when the festival closed down. All performers were good there was a mix up with one group on Saturday afternoon but they worked through it and got everything back on track. The Street Dance was a success as well with a variety of music and participation from the crowd. The consensus is to have the Street Dance again next year.
9. South Stage / Performers – Mexican Folkloric Dancers said it was perfect, no complaints. It was greatly appreciated having Victor Leary volunteer as Stage Manager all weekend. No real issues at south stage.
10. Interactive Area – Whitson said they had to move Hank Poppe and his telescope to the south side of the Holiday House due to the light from the stage and to note that for next year.
11. Children's Area – Buckley reported everything went well but that it is a lot of work when you do not have the kids to help with the prep work. She stated this is her last year, but that Kathy Sauders, MHS Key Club sponsor has agreed to take the area over. Kids loved all the activities especially having the large banner to draw on. She reported closing the booth earlier than expect on Saturday as it was MHS Homecoming and other volunteers did not show up to help in the booth. Buckley will remain on the committee.
12. Information Booth – Whitson reported they did fairly well with sales items.
13. Beer Booth – Whipp reported revenue from beer sales was \$11,069.00 for a profit of \$6,830.79 after beer invoice (\$3,242) and sales tax (\$996.21) were paid. It was discussed that the bags from the cups were blowing into the lake with the suggestion to put up fencing on the back side of the beer truck which would keep it from blowing into the lake and surrounding area.
14. Pepsi Booth – Whipp thanked everyone for helping at the drink booth, she said she is especially grateful to Morman and Neeley for overseeing the booth to ensure consistent accountability of the money throughout the weekend. She reported revenue from drink sales was \$7,242.50 for a profit of \$2,922.24 after Pepsi invoice (\$2,810.44), Lawton Ice invoice (\$858.00) and sales tax (\$651.82) were paid. Discussion ensued and consensus is to use fewer tubs and less ice next year which will help increase the profit.
15. Volunteers – Thomas reported having a lot of great volunteers this year. There were volunteers from IBC Bank helping at the drink booth, Cameron students doing surveys and Ramey, one of the new LAHC members, drove a handicap cart two days. Overall everything went much better this year with the volunteers.
16. Vendors – Whitson reported receiving a complaint about two vendors selling Native American products that were not culturally correct. The patron also asked about the authenticity of the "Indian Tacos". Whitson stated she escorted the individual to the American Indian Club booth. Discussion ensued on if vendors should be given guidelines on what they could and could not sell with the general consensus being that patrons do not have to purchase items if they do not agree with them. Buckley reported that one of the vendors across from the Children's Area left their serving screen open all weekend once Friday inspections were over. Lazarte reported that the smoke from the Samoan Booth was heavy and even with the tent wall that was

placed on the north stage it still came through, but patrons were understanding of it. Need to consider different location for this booth if they return next year.

17. Technical / Set-Up – Lazarte reported north stage was great with no technical problems and the teardown went well. She stated that the sound crew did an excellent job again and she would recommend using them next year. Whitson reported issues with the new tent company from OKC and that they did not work out, but Century Tent Rental from Wichita Falls came through at the last minute and did the stage tents. She also stated that Century Tents came back on Friday afternoon and setup three vendor tents who would not otherwise been able to open for business as their tents did not meet the fire code.
18. Parking / Grounds – Consensus was all went well even with very limited staff support on Sunday from the P&R Department due to budget constraints this year.
19. Security – Consensus was they did an excellent job again this year with no complaints or issues.
20. General – Whipp reported good crowds all weekend with great weather and no large events competing with the festival this year.

Whitson stated she has wanted a coffee vendor for years and may have a lead on one for next year. She has approach the owner of a new business in town, Veridian Coffee Shop, about being a vendor. (\*Mexican Folkloric Dancers leave).

Further discussion ensued on dogs being allowed on festival grounds and that the law is very restricted on what questions can be asked regarding service animals. Committee also discussed brochures and that even with the decrease in number printed they were not all given out. Lazarte stated that patrons at her stage did not want them as they mostly ended up on the ground.

#### **ADMINISTRATOR'S REPORT**

Whipp reported that two individuals are interested in serving on the IFC. One is Kathy Saunders, MHS Key Club Sponsor and the other is Maressa Santos who is Thompson's lead instructor. Both nominations will be placed on the voting agenda once resumes are received as committee members are confirmed by LAHC and resumes are required for all nominations.

Whipp reported that JAMARK had two ATM's and Fort Sill Federal Credit Union provided a Bronze Sponsorship and also had their ATM on site. She stated that Mark Rodriguez, Owner of JAMARK has indicated that he would provide a considerable sponsorship if he could be the only ATM vendor at the festival. Discussion ensued and the consensus of the committee is not to have an inclusive ATM provider as they want patrons to have an option of another financial institution for this service.

#### **OTHER / NEW BUSINESS**

#### **ADJOURN**

Chair adjourned the meeting at 7:30 p.m.



Chair



Date Approved