

Lawton Community Theatre

Minutes, Board of Directors Annual Meeting

June 17, 2024, 5:30 PM

The meeting was held at the Albert Johnson, Sr. Conference Center,
91 NE Maine Street, Lawton, Okla.

1. **Call to Order:** 5:30 PM. Beck welcomed members and guests.
2. **Members Present:** Bear (virtually/phone), Beck, Harris, Hofmann, Jolly, L. Magrath, McCartney, Oates, Pannell, A. Tate, C. Tate, Taylor, Tibbs.
3. **Members Absent:** Diley, Hatch, Neuwirth, Perez.
4. **Staff Members Present:** Kristoffer Pendergraft
5. **Ex-Officio Members:** Poudrier (City of Lawton/present), Williams (Cameron University/absent)
6. **Minutes:** Minutes were not available from the 2023 Annual Meeting due to water damage to the John Denney Playhouse and loss of records.
7. **President's Report:**

PROPOSED NEW BOARD MEMBERS:

- Barbara Bannon
- Shawn Magrath
- Matthew Ortner
- Marsha Thomas
- Amanda Underwood
- Marckese Williams

The proposed slate of Board of Director members was approved.

Harris moved that the by-laws be reworded, to give the board President and the President-Elect two -year terms. L. Magrath seconded the motion. Discussion ensued. The motion was denied.

8. **Managing Director's Report:** Pendergraft presented a slide show, covering the end of the 2022-2023 Season and the entirety of the 2023-2024 season. He further reported that the Marketing Committee took a more aggressive approach to marketing productions than it had in the past --- utilizing television promotion. He followed this with an overview of the productions selected for the 2024-2025 Season.

THE YEAR IN REVIEW:

Highlights included ---

2022-2023:

Clue: This non-musical version of *Clue* was a financial and artistic success and was the last production presented at the John Denney Playhouse before the severe storm damage.

Matilda: This production was presented at McMahon Auditorium with a cast of 40 Children and 30 adults. It was also a financial and artistic success; in fact, it is one of LCT's best-selling shows.

It was during *Matilda* that the John Denney Playhouse was damaged and LCT was forced to transition into its next season without a physical building as a home. Consequently, all of LCT's 2023-2024 productions were moved from the John Denney Playhouse to the McMahon Auditorium. Cameron University leased office space for Chance Harmon (Managing Director) and Susie Williams (Administrative Assistant) to conduct the business of the theatre.

Benefit Concert: Since a production as intimate as *The Odd Couple* would not play well in a house as large as the McMahon Auditorium, a Musical Benefit was added to replace it. The Benefit used many LCT veterans, young and old.

Rocky Horror Show: LCT was finally able to secure the rights to this musical which hadn't been presented by LCT since 2015. A quite popular show with an impressive set, designed and built by Kelly Pendergraft, it attracted actors and singers, not only Lawton, but from neighboring communities as well, and became one of LCT's best-selling productions.

Nuncrackers: A benefit production, financially sponsored by Martha McCartney, this light-hearted musical was presented in partnership with Centenary United Methodist Church as a dinner theatre --- with the meal prepared by its United Methodist Women's organization. It was directed by McCartney, stage managed by Marsha Thomas, with musical direction by Dr. Greg Hoepfner and volunteer performances by many of Lawton's most acclaimed actors and singers.

Always. . .Patsy Cline: This production was a revival of a "socially distant" production staged at McMahon during the COVID crisis. *Always . . .Patsy* starred Mande Thomas and Allison Offield with a live band led by Charlotte Oates. Featuring the country-western music of Patsy Cline, this production appealed not only to a specific segment of the Lawton community, but to mainstream audiences as well.

Frozen, Jr.: Produced in partnership with the McMahon Auditorium Authority, *Frozen, Jr.* was staged with a cast of 45 young singers and actors from several communities across the area. With this show, LCT welcomed a new director, Alicia Elkins, and a new choreographer, Taylor McQuinn, into LCT's slate of artistic staff members. *Frozen, Jr.* was presented to close to 3000 elementary students at two morning performances, and to an audience of children and adults at an evening performance.

Rent: A quite challenging show, *Rent* was presented with another impressive set by Kelly Pendergraft and a good, solid cast. Dan Tibbs recorded video of the actors, and the production was able to blend different media onstage. *Rent* brought a younger audience to LCT and became a top-selling production.

School of Rock: The final show of the 2023-2024 Season, ***School of Rock*** is currently being staged with a large cast of children and adults. This rock musical is accompanied with live music, played by adult and youth musicians. The production opens on Thursday, June 20 and plays through the Sunday matinee on June 22.

PRESENTATION OF THE 2024-2025 SEASON:

Godspell: This rock musical has the ability to appeal to many in the Lawton community. LCT has selected the updated 2012 version and the production dates are September 26 – October 6.

One Flew over the Cuckoo's Nest: LCT has not produced a non-musical since its production of ***Clue*** in its 2022-2023 Season. This is a classic play with name recognition and a variety of iconic characters, giving non-singing actors an opportunity to perform. Production dates are November 15 – 24.

Batboy: A parody of horror films, this musical can be produced with a low budget, and it appeals to the diversity of our community. Production dates are in April.

Lightning Thief: This musical follows a young teen-aged boy who goes on a mission to find Zeus's missing lightning bolt. While ***Matilda*** and ***School of Rock*** have casts made up of 4th and 5th graders, ***Lightning Thief*** may bring teenagers back to LCT. Production dates are June 19-22.

In addition to the above productions, LCT is planning to present a Musical Benefit in February, 2025, directed by Charlotte Oates, and to partner with the McMahon Auditorium Authority to produce a Children's Production at the beginning of 2025

REPAIRS TO THE JOHN DENNEY PLAYHOUSE

- The new roof has been completed on the John Denney Playhouse
- The repairs to and the rebuilding of the interior are now underway. Water resistant dry wall is being used.
- One of the air conditioners has been placed on the roof of the building.
- Ford Roofing will pay to repair the damage to the parking lot.

Pendergraft thanked Alan Jolly, production manager.

9. **Old Business:** NA

10. **New Business:** NA

11. **Announcements:** NA

12. **Adjournment:** At 6:20, Pannell motioned to adjourn. Harris seconded the motion. The motion carried.

Lawton Community Theatre
Minutes, Board of Directors Meeting
June 17, 2024, 6:21 PM

The meeting was held at the Albert Johnson, Sr. Conference Center,
91 E Maine, Lawton, Oklahoma

1. **Call to Order:** 6:21 PM. Beck welcomed board members and guests to the final board meeting of this fiscal year.
2. **Members Present:** Bear (virtually/phone), Beck, Harris, Hofmann, Jolly, L. Magrath, McCartney, Oates, Pannell, A. Tate, C. Tate, Taylor, Tibbs.
3. **Members Absent:** Diley, Hatch, Neuwirth, Perez.
4. **Staff Members Present:** Kristoffer Pendergraft
5. **Ex-Officio Members:** Poudrier (City of Lawton/present), Williams (Cameron University/absent)
6. **Minutes:** A. Tate moved that the minutes be approved. Harris seconded the motion. The motion passed. The minutes will be filed.
7. **Treasurer's Report:** No Report.
8. **Managing Director's Report:**
 - *School of Rock* will open on Thursday, June 20. Kelly Pendergraft has designed another impressive set, and the cast is performing quite well.
 - Beck has written a letter to Quick Books, asking for Quick Books to be updated with Twyla from CPA Teresa Pendergraft's office to be designated as the contact. Until this is finalized, LCT's ability to do direct deposit is out of commission.
 - The licensing for *One Flew over the Cuckoo's Nest* and *Lightning Thief* is solidified. The licensing for *Godspell* and *Batboy* has been delayed due to date changes, but will be solidified soon.
 - LCT's application for the Oklahoma Arts Council Funding Grant has been submitted; however, the decision is pending.
 - There has been a delay in releasing the amounts of spending for the ARPA Grant.
 - The Hotel/Motel applications have been submitted; however, the amount will be determined by the receipts that LCT submits.
 - Season Ticket holders will be called before Thursday to inquire about their choice of reserved seats. The entire house is open for *School of Rock*, with the upper level and sides of the balcony priced at \$18.

- There will be no TV ads for *School of Rock* due to a problem with costumes; however, there will be two articles in the *Lawton Constitution*.

9. President's Report:

- Beck emphasized the importance of selling ads and sponsorships for the Playbill. They make up a significant portion of the revenue for the theatre.
- She presented the following proposed slate of officers for 2024-2025:
President: Keith Pannell,
Incoming President: Open,
Past President: Melissa Beck,
Treasurer: Martha McCartney,
Secretary: Janice Bear.
The voting will take place at the July meeting.

10. Committee Reports:

Fundraising: Oates strongly urged board members to be responsible for selling ads or sponsorships to three businesses. She further stated that members could “write in” businesses that were not included. Ads and sponsorships will be sold again in July if enough are not sold to fill the Playbill. The errors in the updating of the forms will be corrected and emailed to board members.

Marketing: Refer to the President's Report.

Building and Grounds: The new roof has been completed on the John Denney Playhouse. The repairs to and the rebuilding of the interior are now underway. Water resistant drywall is being used. One of the air conditioners has been placed on the roof of the building, and Ford Roofing will pay to repair the damage to the parking lot. Jolly estimates that the construction and the technical work will be completed by September.

Strategic Planning: A. Tate reported that Pendergraft has a plan that he developed for the OAC grant.

Outreach: Bear reported that an audition workshop is planned for LPS for first semester. McCartney reported that she and Thomas and M. Williams have been working with approximately 150-170 children each day at the Summer Arts Institute. Many of the teachers have expressed an interest in inviting actors from LCT to read and perform for students in their classrooms.

Volunteers: Taylor reported that *School of Rock* is still in need of ushers and urged board members to sign up.

Arts for All: John Evans has retired from the AFA board after 30 years. A reception was given for him, and for Jan Stratton and Ed Peterson, also retiring. **Blue Moon Productions:** Richard Johns is the new Blue Moon Representative for AFA. **Pro Musica's** next concert is December 7 at 4:00 and 7:00 at First Presbyterian Church. **Cameron University** will host the Next Generation Performing Arts Camp July 21-28. This summer's musical is ***Seussical***. The Bella Voce Concert is scheduled for Thursday, June 27, at 7:30 PM.

Cameron University: Refer to the Arts for All Report.

Blue Moon Productions: Harris reported that ***S.C.A.B.*** has just closed. Auditions for ***The Trail to Oregon!*** will be held on June 19 and 20 at 7:00 at the Goodwill Adult Day Care Center.

City of Lawton: No Report.

11. **New Business:** Pannell thanked Beck for her service as President of the Board.
12. **Old Business:** Scott Hofmann raised the point that at the last board meeting, the proposed discussion concerning the hiring of a Technical Director was omitted. He commented that this is a key position and that the board must do its best to fill it. He volunteered to head a Search Committee for the purpose of hiring a Technical Director for Lawton Community Theatre. For this purpose, Hofmann requires 1) a Job Description, 2) the Exact Salary Range, 3) a Written Advertisement for the Job, and 4) the Job Start Date.
13. **Other Business:** Pannell again thanked Beck for her service and asked for her input and the input of board members as he begins his term.
14. **Announcements:** NA.
15. **Adjournment:** 7:09 PM.

The next meeting will be held in the Board Room
of Habitat for Humanity, on Monday, July 15, 2024.

