

Lawton Heritage Association
Regular Meeting Agenda
Thursday, January 12, 2023 – 5:15 P.M.
Historic Mattie Beal Home, 1008 SE 5th St., Lawton, OK

1. Call to Order and Roll Call. Time: 5:15 p.m.
Present: Janie Brown, Sylvia Moore, Mary Jane Jones, Jim Whiteley, Abby DeBaca, Elizabeth James, John Kennedy, Yuri Schendel, Sharon Stephen
Not Present: Mike Cornish
2. Minutes – Discuss and take appropriate action on November 2022 meeting
Motion to approve: Stephen. Second: DeBaca. Approved 9-0.
3. President's Report – Brown
Brown thanked everyone who helped create a wonderful and festive Christmas season at the house. The house looked beautiful, and she has received numerous compliments.
4. Treasurer's Reports – Discuss and take appropriate action for approval/submitting for audit
Motion to approve November and December reports: Schendel. Second: Moore. Approved 9-0.
5. Old Business – Discuss and take appropriate action.
No old business
6. New Business – Discuss and take appropriate action
 - Procedure for reproducing and storing information from early days of the Mattie Beal Home renovation (?)
Schendel has finished going through old records in the basement. Historical and financial records have been filed. Other material that does not need to be retained have been shredded. Other items like extra file folders and MBH books with typos are available if anyone would like them.
 - City Attorney's Office Presentation of Oklahoma Open Meetings Act
Tim Wilson, Deputy City Attorney for the City of Lawton, gave a presentation on the Oklahoma Open Meetings Act. John Ratliff, City Attorney, has requested similar presentations be given to the boards, associations and committees associated with the City of Lawton. Mr. Wilson left hard copies of his PowerPoint presentation.
7. Committee/Coordinator Reports – Discuss and take appropriate action
 - a. Docent Program – Brown
Brown will be setting up a meeting to recruit new docents.
 - b. Acquisition – DeBaca
Tablecloth and throw were found in the basement. Moore stated that they were used at Christmas and left to be used in the future. On Saturday, January 21st from 1:00 p.m. to 3:00 p.m. Christmas decorations will be taken down.
 - c. Board Development – Moore
No report
 - d. Finance – Jones
The Committee met with Kathy at Ameriprise. The Committee took care a CD that was due. Sales tax information and non-profit ad valorem reports

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have been turned in. Jones is working on receipts for the City of Lawton Hotel/Motel tax report.

e. Events – Jones

Jones is working on ideas for future Lunch and Learn events. Items from the Pampered Chef event have been labeled and stored.

f. House Maintenance –Schendel

South side faucet is still leaking. We have not been able to get the plumber in to fix it. Water in the basement needs to be turned off when the house is not in use. We have lost two more shingles from the roof.

g. Grounds Maintenance –DeBaca

No report

h. IT Committee – Moore

No report

i. Marketing – Jones

Photos on the website have been updated.

j. Membership – Whiteley

No report

k. Preservation – Whiteley

Work on the Highland Cemetery arch has been completed. The City's Cultural Preservation Committee has discussed a reopening event. LHA will be invited to attend. The binder from the renovation has been scanned. If we want copies it will cost between \$15.00 to \$30.00 to print.

l. Gift Shop – Brown

Brown and Schendel have completed an inventory of the Gift Shop. An inventory list was sent to board members.

8. Comments/Audience Participation

A guest at the meeting asked about information about Mattie Beal. She was given a copy of the history book.

Kennedy mentioned Cameron University will be hosting a grant writing workshop.

9. Adjournment. Time: 6:05 p.m.