

Lawton Heritage Association
Regular Meeting Minutes
Thursday, August 12, 2021 – 5:15 P.M.
Historic Mattie Beal Home, 1008 SE 5th St., Lawton, OK

1. **Call to Order and Roll Call. 5:16 p.m.**

Present: President Sharon Stephen, Vice President Janie Brown, Treasurer Mary Jane Jones, Secretary Jim Whiteley, and board members, Abby DeBaca, Jennifer Dunham, John Kennedy, Dee McAllister, Sylvia Moore, Yuri Schendel, Craig Williams

Absent: Michael Cornish, Elizabeth James (excused), Melva Mullins (excused), Mary Owensby (excused)

Also present:

2. **President's Report – Stephen**

Mayor Booker had some fundraising suggests for Jones and Schendel. Mary Jane Jones ordered and received Mattie Beal aprons. They are for sale in the gift shop. All but one has sold. Stephen noted they will come in handy for Mattie's Birthday Tea. One day Stephen and Jones had a group of 19 people visit at one time. At the time Stephen was giving a tour to a couple. She joined Jones when the couple left. Stephen found an unattended child playing in the kitchen. Members of the group made purchases from the gift shop.

Hailey Wilson from Channel 7 conducted interviews for a story on Mattie Beal and early Lawton. DeBaca talked about Mattie Beal, Kennedy about his family coming to Oklahoma, and Stephen talked about her grandfather coming to Lawton and opening a hardware store in 1901. The story aired on KSWO Channel 7. Schendel and DeBaca deadheaded the roses. We get a lot compliments about them.

Stephen thanked Dunham for organizing docents for the Lawton's birthday free event. That afternoon we had 95 visitors and made \$50.00 in the gift shop. Mayor Booker took video during his visit to the house. Albert Rivas made a beautiful flyer for the Titanic event. He also advertised the event on TV and radio. We had 22 people attend the event and made \$307.00. We received many nice comments about the event and questions about when our next event will be.

Stephen complimented Williams and his crew for the appearance of the lawn. Stephen thanked Moore for a great job with the phone and being present when Sooner Security checked out the alarm necklaces and installed a new radio in the attic. Stephen reported Mike Cornish has been working to get the rent house ready to rent. His assistant has painted the inside of the house. Cornish has purchased two AC units at \$150.00 each and took care of mowing the lawn. Schendel mentioned that Cornish will secure the windows so the AC units cannot be pulled out.

We have photo shoot scheduled at the house on October 4 from 4 to 5. The photoshoot is for a woman getting married. Her mother is a friend of Minnette Page. Stephen will be the docent for that. We have two new docents, Summer and Terry. Terry Dixon will train with Jones and Stephen on August 26. Two new docents, Kathleen Dutton and Jan Davidson, have finished one docent training session. We usually do at least two sessions, more if necessary. Stephen thanked Whiteley on the membership renewal letter. We received a nice compliment about it from Wendy Tatroult.

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3. **Treasurer's Reports – Discuss and take appropriate action for approval /submitting for audit.**

Motion by DeBaca to accept the Treasure's report. Second by Brown. Motion carried.

4. **Minutes – Discuss and take appropriate action on July meeting.**

Correction for Acquisitions Committee. DeBaca was not present at the July board meeting.

Moore brought in photos of the Lawton land lottery from the Lawton Chamber of Commerce to be donated to LHA.

Motion by Moore to accept corrected minutes by Moore. Second by Dunham. Motion carried.

5. **Old Business-Discuss and take appropriate action.**

6. **a. Approval to pay Mike Cornish \$2,800.00. for painting the fence.**

We had an estimate of \$11,000 to paint the fence.

Motion to approve paying Cornish from the rent house account by Schendel. Second by Durham. Motion carried.

b. Update on Termination of Web site manager John Hutchinson – Sylvia

Moore has made multiple, unsuccessful attempts to contact John Hutchinson by email and phone. American Geeks informed her that he no longer works for them. The June invoice from Hutchinson has not been paid and he has not sent another. Moore will send him a letter informing Hutchinson of the Board's decision. There was a discussion if it might be necessary to get a new domain. It was determined we should try to get control of our current domain name before deciding if we wanted to get a new one. Brown found a person interested in taking over the website. Moore will contact him.

Motion by Sylvia Moore to terminate LHA's agreement with John Hutchinson. Second by Williams. Motion carried.

c. Approval to order Mattie Beal cards. – Moore

Moore talked to Karen at UPS. We can get 1000 cards, 500 of each of the two designs, for \$333.00. Jones noted that the zip code on the back is wrong. It should be 73502 instead of 73501. It was decided to remove the website from the card in case we need to change the address. We will have our physical address and phone number on the card.

Motion to approve purchase of 1000 cards by Jones. Second by Dunham. Motion passed.

7. **New Business –**

a. Order Mattie Beal Christmas Cards – Jones

Blank note card using the winter photo of the house. We can get 500 blank notecards for \$208.75. It was over \$100 more to add printing on the inside. The cards are 80lb

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card stock, scored for folding, and includes envelopes. We could sell them for \$1.00 a card or 25 cards for \$20.00. Several board members indicated they would purchase packs of cards. There was a discussion of getting gift boxes to put the cards in. Uline, for example, sells a variety of stationary boxes and have quick delivery. Boxes could be ordered later once we have the cards.

Motion to purchase 1000 cards by Brown. Second by Williams. Motion carried.

b. Approval to pay Mike Cornish for repairs to the rent house from rent house account when the job is completed.

He has finished the inside, power washed the outside, and replaced the outside faucets. He will be using paint he has left over from other jobs so he will not charge us for paint unless he needs buy more. The Finance and Executive Committees approved the payment.

Motion to pay Mike Cornish for repairs to the rent house out of the rental account by Schendel. Second by Moore. Motion carried.

c. Approval to get estimate to remove shrubs and junk vines and tree shoots on North side of the front porch and to have it removed if estimate is in the \$500 to \$700 range.

Williams crew will clean out the bed when the weather cools off. The boxwood and coralberry, both period appropriate, and hydrangea will remain.

Motion to approve by Schendel. Second by Stephen. Motion carried.

8. Committee/Coordinator Reports – Discuss and take appropriate action

a. Docent Program/Docent Coordinator – Dunham

We had 95 guests and 12 docents at the Lawton birthday event. New docent Terry Dixon volunteered at the event. Docent Imogene has trouble with the stairs but still enjoys giving tours. Dunham told her that she could make sure to have someone with her on the days she works to lead tours upstairs. We need docents on August 27, 28, and 29. It was discussed about changing Sunday hours to 1 to 3 due to docent's church commitments. Due to the logistics of changing posted hours, it was decided not to change. There are five days in September we need docents.

b. Acquisitions – DeBaca

DeBaca received the five photos of early Lawton that Moore had gotten from the Chamber of Commerce. The woman who gave them to the Chamber lives in Stillwater. She got the photos at an estate sale when she was a child. It has been discussed to frame the photos and put them on the mantle in ballroom.

c. Board Development – Brown

Almost finished with the board manuals.

d. Finance – Jones

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Jones has signed the Agreement for Limited Support with the City of Lawton. The agreement is for the Hotel/Motel tax money LHA receives from the City. LHA will receive \$6,400.00 this year. We had asked for \$15,000.00. Schendel reported that Mayor Booker said the City will revisit Hotel/Motel later in the year. If the receipts are up for the tax, it is possible we may receive more than the \$6,400.00. We receive the money when we submit our receipts to the City. Part of the agreement lists the hours of operation. Of the 20 aprons we ordered only 1 is left. They cost us \$16.30 each for a total of \$325.91. They are very well made.

e. Events – Jones

The next event is Mattie's Birthday Tea on September 18th from 2 to 4. The event will be inside. The house will not be open for tours at that time. We will have tea, cookies, scones, and sandwiches. Tickets are \$20.00. Tickets can be purchased by phone, email, or Eventbrite. The Committee's next meeting is Thursday the 19th. There will be a Lunch and Learn event in October.

f. House Maintenance – Cornish

No report.

g. Grounds Maintenance – Schendel

DeBaca reported she and Williams discussed putting shade grass under the trees. This could be done in the fall.

h. IT Committee – Moore

Billy McGill was supposed to pick up paperwork for a photo shoot at the house. It is scheduled for August 22nd from 4 to 6. Moore will call to confirm.

i. Marketing – Jones

A flyer for the tea has been done and the Eventbrite event created. Jones will notify the newspaper in early September about the event, probably the weekend before. Hopefully, Rivas will do television promotion.

j. Membership – Whiteley

A few membership renewals have been sent out. Schendel reported she has sent lifetime memberships to Lance Butemeyer and Todd Hunter as discussed at the July board meeting. They have not been sent to Buddy Green or Wendy Tatrout. There was some concern that Green might be insulted by the offer and Tatrout has recently renewed her membership.

k. Preservation – Whiteley

The City is looking for someone with experience with historic structures to repair the arch at Highland Cemetery.

l. Gift Shop – McCallister

Business has picked up. We are running low on shirts, especially certain sizes. We have no 3x or 4x, and only 4 smalls and 8 mediums. If possible, we need to order

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more shirts. We need a minimum order of 25 shirts that we could split up among the four sizes. We might need another order in 6 months. If we did an order every 6 months that might keep our inventory up. We also need to order more aprons. They cost us \$16.20. We have them priced at \$25.00. If necessary, we could lower that but not below \$22.00.

Motion by Williams to order 25 shirts and 20 aprons. Second by Moore. Motion carried.

9. Comments/Audience Participation.

Kennedy offered a selection of ruby glass dishes to LHA. DeBaca and Stephen will visit him to look at what he has.

10. Adjournment. 6:30 p.m.