

Minutes
Regular Meeting
Lawton Heritage Association (LHA)
October 8, 2020

1. Meeting called to order by President Yuri Schendel at 5:15 p.m.

Present: President Yuri Schendel, Vice President Abby DeBaca, Treasurer Elizabeth James, Secretary Deborah Baroff and board members Janie Brown, Michael Cornish, Mary Jane Jones, Dee McAllister, Sylvia Moore, Melva Mullins, Mary Owensby, Sharon Stephen, Jim Whiteley and Craig Williams.

Absent: Mike Jones (excused), Don Price, and Sherene Williams (excused)

Also Present: Sandi Colby (5:20)

2. Minutes - Discuss and take necessary action on September 10, 2020 Board meeting minutes.

Two corrections: 1) for the General Election Ballot in Old Business, it should indicate that Mary Jane Jones was elected Treasurer and 2) Melva Mullins' name was misspelled in the Call to Order. **Motion** made by Stephen to approve the September 10, 2020 Board meeting minutes, with corrections, seconded by Mullins. Motion passed by unanimous vote.

3. Treasurer's Report – Discuss and take necessary action for approval for audit of the September 2020 Financials.

We received a small bit of money from dues. The rent house money is placed in another account, but it was received. Our expenses were all operational: utilities and security system, yard maintenance, and money spent on plexiglass and hand sanitizer. A total of \$681.74. The monthly income was a negative \$656.74.

Motion made by Moore to approve the September 2020 Treasurer's financials, seconded by DeBaca. Motion passed by unanimous vote.

4. President's Report - Schendel.

Schendel discussed some of the activity completed by Ford Roofing. We will need someone to check for leaks the next time it rains. Two lamp posts were converted to LED lights. Mike Jones will be taking care of the new website through the website manager. Schendel asked to see more board members volunteer as docents. Any other volunteers would be helpful. October 1st was the day we reopened. She got an email from Travel Oklahoma; they were interested to know our open status.

5. Old Business – Discuss and take appropriate action. No old business.

6. New Business – Discuss and take appropriate action.

a. Vote on Acquisitions Committee having a garage sale/rummage on Saturday Nov. 7th from 8:00 am – 5:00 pm.

It was suggested that the closing time be changed to 3:00 pm. DeBaca spoke about everyone bringing objects and placing them in the basement. The day before the garage sale, people can bring large items.

Motion made by DeBaca to approve the garage sale for November 7th, with changed hours to 8 AM to 3 PM, seconded by Baroff. Motion passed by unanimous vote.

b. Vote on proceeds from the garage sale/rummage sale being split 50/50 with 50% going to Acquisitions and 50% going to Maintenance of MBH.

Motion made by Cornish to split the garage sale profits 50/50 between the Acquisition and Maintenance Committees, seconded by Schendel. Motion passed by unanimous vote.

c. Lamp post conversion to LED

This is a request to reimburse DeBaca for the payment of the lamp posts. The executive officers and Finance Committee approved the conversion, but the Board did not vote on this.

Motion made by Cornish to pay DeBaca back for the two lamp posts that were converted to LED, seconded by Moore. Motion passed by unanimous vote.

d. Plumbing repair

This is a request for work done on a leaking toilet. It was approved by the executive officers and Finance Committee, but the Board had not voted on it yet. Wendy Tatrout had a plumber, Todd Hunter, come out to look at this. Todd will “pack it” and see if that fixes it. If it doesn’t work, we may need to get another commode. DeBaca had another plumber look at it; he said it may need a new wax ring and that the old commode, because of the cracks in it, may fall apart when removed to put a new wax ring on it. Cornish said if that happens, we need to replace it with a new ADA approved toilet. He guessed it will probably cost \$300 with labor. And the old cast iron pipes need to be changed to PVC pipes.

Motion made by Cornish to pay for the work Todd Hunter does with the packing of the plumbing joints. If that doesn’t work and the old toilet needs to be replaced, we purchase an ADA approved toilet with PVC pipes, seconded by DeBaca. Motion passed by unanimous vote.

7. Committee/Coordinator Reports. Discuss and take appropriate action.

a. Docent Program

Calendar on table for people to look at and sign to volunteer working as docents on days not filled in.

b. Acquisitions – Whiteley

Whiteley talked about a bedframe that someone wanted to donate.; it could be used to replace one of the other beds. The next meeting will be October 20th at the Mattie Beal Home, at 5:15 PM.

c. Board Development – DeBaca

We need to look at who will be going off the board in January (it should have been July but we extended everyone's term to end in January, since the board missed so many meetings because of COVID. Baroff and Stephen said they will serve another term starting January 2021. A number of board members agreed to stay for another term (Schendel, DeBaca, Cornish, McAllister, Mullins, Owensby, Whiteley, and Craig Williams) in July 2021. Mike Jones and Sherene Williams were not present to accept staying another term.

Motion made by DeBaca to reinstate the ten board members for another term, seconded by Schendel. Motion passed by unanimous vote.

d. Finance -James

There was a question why the water bill was so high; it could be because we watered the plants a lot this past month. Owensby is going to find out how much the city charged the museum for their dumpster.

e. Events - Stephen/MJ Jones

There are no events planned. The Christmas Party/Meeting will be Thursday, December 3rd, 5-7 PM. Board members will bring snacks, like last year. The Santa Event (picture taking) was a success last year, with a charge at the door to see Santa. We are needing a new Santa; Bobby Williams was recommended. Masks will have to be worn in the house. The Christmas tree will need to be decorated; Craig Williams did not think he would be available for decorating the house.

f. House Maintenance - Cornish

Cornish will call someone in Oklahoma City about getting a discount on using LED lights. The person will do an audit and see if we qualify.

g. Grounds Maintenance - C. Williams

Williams will get someone to apply pre-emergent in March 2021 to kill the weeds.

h. I.T. Committee - M. Jones

Jones is working on the transition to our new website developer. No alarm issues.

i. Marketing - James

Sandi and James met. It was agreed that more information needs to be announced to the public. The garage sale is something that should be discussed online and can be announced on Channel 2, on Fidelity and in the paper.

j. Membership – Baroff

Nothing to announce.

k. Preservation - Whiteley

Nothing to announce.

l. Gift Shop - McAllister (manager)

Nothing to announce.

8. Comments/Audience Participation

9. Adjournment - 6:15 p.m.

Respectfully submitted,

Deborah Baroff, LHA Secretary

Yuri Schnedel, LHA Board President