

Lawton Heritage Association
Regular Meeting Minutes, corrected
Thursday, October 10, 2024 - 5:15 P.M.
Historic Mattie Beal Home, 1008 SW 5th St., Lawton, OK

1. Call to order and Roll Call. Time: 5:17 p.m.
Present: Abby DeBaca, Sylvia Moore, Mary Jane Jones, Jim Whiteley, Janie Brown, JoAnne Gaasbeck, Elizabeth James, Sharon Stephen, Carol Zabielski
Not Present: John Kennedy, Mary Owensby,
Other: Yuri Schendel
2. Minutes. Discuss and take appropriate action, September 2024
Motion to approve: Moore. Second: Brown. Carried 8-0
3. President's Report – DeBaca
DeBaca thanked everyone for a successful tea party, commenting that it was the best we've had. We had a large turnout with many positive comments. There was a nice photo of the event in the Lawton Constitution.
4. Treasurers Report. Discuss and take appropriate action for approval and submitting for audit, September 2024
Motion to approve: Stephen. Second: James. Carried 8-0
5. Business
 - a. Purchase of two benches for the front porch. Discuss and take appropriate action.
The bench we currently have on the front porch is in poor condition. DeBaca found a bench at Wayfair that would meet our needs. The bench is \$339.00 on sale with free shipping. We would need two, one in front of each front window. DeBaca and Moore recommended painting our current bench and placing it under the portico. There is money in the acquisition fund to cover the cost.
Motion to approve: James. Second: Moore. Carried 8-0
 - b. Purchase of 4-drawer file cabinet with lock. Discuss and take appropriate action.
DeBaca reported we have, for many years, needed a locking file cabinet. It would likely be put in a bedroom closet.
Motion to approve: Moore. Second: Brown. Carried 8-0
 - c. Board nomination of Shela Fountain. Discuss and take appropriate action.
DeBaca presented Fountain's nomination to serve on the Board of Directors.
Motion to approve: Jones. Second: Brown. Carried 8-0
6. New Business
No new business.
7. Old Business
 - a. Rent house update. Discuss and take appropriate action.

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(Gaasbeck entered)

On October 9th, DeBaca and Schendel sent a certified letter to the tenant notifying her that the Board had decided to sell the house and that she had 30 days to vacate the house. The first delivery attempt was made on the 9th. She did not answer the door. A notice was left on the door letting her know to pick up the letter at the post office. A second delivery attempt will be made on the 15th. No other attempts will be made. If the letter is not picked up it will be returned to LHA around the 25th. At that time, we would need to start the eviction process. Schendel sent the same notice to the tenant by regular mail on the 10th.

No action taken.

- b. Roof repair update. Discuss and take appropriate action.
No update.
- c. Installation of security cameras. Discuss and take appropriate action.
Moore talked to Sooner Security about reducing the number of cameras from their recommendation of 8 to 6. The representative said he would work with us but again recommended 8 cameras for full coverage of the house and grounds. The cost for 8 cameras is \$4,150.00 and a \$45.00 monthly fee. There was a discussion about purchasing our own cameras. It was recommended that we get more information from Sooner for 4 and 6 cameras.
No action taken.
- d. Board member conflict of interest and board member agreement forms.
Forms were given to members present to be signed and returned.

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

- a. Docent Program – Brown/Moore
Moore reported one of our docents has moved to Leavenworth, Kansas. Brown is going to meet with a woman who is interested in becoming a docent. We will be closed Thanksgiving week and close for the season on December 21st. DeBaca reported that there is no update on the 3rd grade program from Lawton Public Schools.
- b. Acquisitions – Stephen
Mary Jane purchased some plates from Vintage Addition to be used for events.
- c. Board Development – Moore
Moore reported that the committee has been reviewing the member binders. They will prepare a condensed folder of important information for board members.
- d. Finance – Jones
Our contract with Fidelity/Sparklight is up. We are currently paying \$123.00 per month. The new rates would be \$105.33 for a one-year contract, \$103.00 for a two-year, or \$96.76 for a three-year contract. We will continue to pay our current rate until the board votes to change plans.

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- e. Events – Jones
Jones reported we had 40 guests at the tea. Many were returning guests. We had 7 LHA volunteers and 6 student volunteers. We generated \$1025.00 with a \$936.55 expense. Some of the costs included a 4th urn for brewing tea, 8 menu holders, chalkboard easel, 18 plates, and 6 spreader knives. Our profit was \$88.45. The cost of the items we will reuse was \$294.20. Wendy Tatroult mapped out what outlets to use to avoid blowing a fuse. She was on stand-by during the event. Jones found kits to convert plates to tiered tidbit servers. 1010 mercantile is closing and donated a server for us to use. The photos with Santa event will be Sunday, December 1st from 1 to 3 p.m.
 - f. House Maintenance – DeBaca
No report
 - g. Grounds Maintenance – DeBaca
The sprinkler repairs will not be done until next month. Anthony Barton let us know that he has had truck problems and is 3 weeks behind.
 - h. IT Committee – Moore
Moore talked to Jonathan Bennett. He has worked to update the website.
 - i. Marketing – Jones
Jones has created a preliminary schedule for the year and put it in the message board on the south fence.
 - j. Membership – Whiteley
Whiteley will send renewals to people whose memberships have expired with the option to renew with Venmo.
 - k. Preservation – Whiteley
No report
 - l. Gift Shop – Brown/Schendel
Zabielski made cozies with the Oklahoma rose fabric. They will sell in the gift shop for \$5.00.
9. Comments/Audience Participation
Discussion of the Christmas party. It will be on our regular meeting day, December 12. An invitation to members will be included with the newsletter in November. An invitation will also be sent to special guests. Brown asked for recommendations to be passed on to the housekeeper. We will decorate the house for Christmas on Saturday, November 30 starting at 9:00 a.m.
10. Adjournment. Time: 6:23 p.m.