

Lawton Heritage Association
Regular Meeting Minutes
Thursday, November 9, 2023 - 5:15 P.M.
Historic Mattie Beal Home, 1008 SW 5th ST., Lawton, OK

1. Call to order and Roll Call. Time: 5:15 p.m.
Present: Sylvia Moore, Abby DeBaca, Mary Jane Jones, Jim Whiteley, Elizabeth James, John Kennedy, Mary Owensby, Yuri Schendel, Sharon Stephen, Carol Zabielski
Not Present: Janie Brown (excused), Michael Cornish

Moore asked Herr to give her presentation (agenda item 7a)
Kristin Herr, Director of the Lawton Public Library, discussed several programs presented by the library including those focused on local history. The Talking Trails project, funded with a grant from the Oklahoma Historical Society, highlights 30 historic sites in town. Each site has a QR code or phone number that connects to an audio recording about the site. The information is also available on a website. Herr left the script for Mattie Beal that will be recorded. Herr discussed sponsorship opportunities. Some organizations have sponsored specific sites and the library hopes to add more sites in the future. The grant will cover the cost of posting the signs if needed.
Stephen left the meeting.

2. Minutes - Discuss and take appropriate action
Motion to approve: Kennedy. Second: James. Carried 9-0
3. President's Report – Moore
Moore reported a visitor from Tennessee, Martha Byers, would like information about tours, fundraising etc., that she can use for a historic home. Moore stated that is nice to see how much the house is being used, we've had private tours, photo shoots, baby showers, and meetings. Moore reminded those who serve as docents to make sure lights are off and the house is secure.
4. Treasurer's Report - Discuss and take appropriate action for approval or submitting for audit
Motion to approve: Schendel. Second: Kennedy. Carried 9-0
5. Business - Discuss and take appropriate action
 - a. Debit/Credit card machine for Gift Shop
Jones reported City National Bank would need \$25.00 per month. The Finance Committee decided not to take action at this time. We can accept Venmo if requested.
No action taken by the Board.
6. New Business
No new business.

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7. Old Business

- a. Talking Trails. Kristin Herr, Director of the Lawton Public Library Presented at the beginning of the meeting.
- b. Magnets for the Gift Shop
Moore has been in contact with Henderhan Printing. For 100 magnets it will cost \$197.00 which includes a \$55.00 set-up fee. Since we are not a non-profit there would be an additional 9% charge. The magnet would be 3" x 3" color image of the house. If it sells well, we may add an oval magnet with an image of Mattie Beal.
Motion to order 100 magnets: DeBaca. Second: James. Passed 9-0

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

- a. Docent Program – Brown
Moore stated that the calendar is set for December. DeBaca reported we have 3rd Grade tours scheduled in January.
- b. Acquisitions – DeBaca
There will be a cleaning day on Sunday, November 19 from 1:00 p.m. Some docents have been cleaning. We will decorate for Christmas on Saturday, November 25 from 10:00 a.m.
- c. Board Development – DeBaca
Schendel reported that she has updated the policy book in closet.
- d. Finances – Jones
Jones reported we have received some rent money. The Finance Committee has discussed what to do with the rent house in the future.
- e. Events – Jones
Jones reported Photos with Santa will be on December 3, from 1:00 p.m. to 3:00 p.m. The Christmas party will be December 14 from 5:30 p.m. to 7:30 p.m.
- f. House Maintenance – Schendel
Schendel reported Ford Roofing is still waiting for tile for work on the roof to begin.
- g. Grounds Maintenance – DeBaca
The sprinkler system will be checked, and the new timer installed in the spring. The house has two water meters, one for the house and one for the sprinkler system. It will cost \$83.81, plus the cost of water used, for the additional water meter. We may be able to only have the second meter seasonally. In the spring we will replace some rose bushes and add plantings on the north side of the house. Rid-a-Weed has sprayed the yard.
- h. IT committee – Moore
Moore reported some updates have been made to the website.
- i. Marketing – Jones
Jones will make a flyer for Photos with Santa and update Facebook.

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- j. Membership – Whiteley
No report.
 - k. Preservation – Whiteley
The City will be looking at ways to fund restoration/renovations for Central Fire Station.
 - l. Gift Shop - Brown/Schendel
No report.
9. Comments/Audience Participation
Discussion of corrections that need to be made on the Talking Trails script for Mattie Beal.
10. Adjournment. Time: 6:28 p.m.