

Lawton Heritage Association
Regular Meeting Agenda
Thursday, December 14, 2017 – 5:15 p.m.
Historic Mattie Beal Home, 1008 SE 5th St., Lawton, OK 73501

1. Call to Order and Roll Call.
2. Minutes – Discuss and take appropriate action on November 9, 2017 Regular Board Meeting.
3. Treasurer’s Report – Discuss and take appropriate action for approval/submitting for audit, the October 2017 and November 2017 Financials.
4. President’s Report
5. Old Business – Discuss and take appropriate action.
 - a. E&O Insurance question - Dixon
 - b. Designated contact person -
 - c. Approval of Docent Handbook (please be ready to discuss) - Schendel
6. New Business – Discuss and take appropriate action.
 - a. Upgrade the alarm system - James
 - b. Approval of updated “Benefits for Docents” list - Schendel
 - c. New board member - Baroff
7. Committee/Coordinator Reports - Discuss and take appropriate action.
 - a. Docent Coordinator - Dempsey
 - b. Acquisitions
 - c. Board Development
 1. Comments on Docent Guide
 - d. Finance
 - e. House and Grounds
 - f. Marketing
 1. Newsletter volunteers
 - g. Membership
 - h. Preservation
 - i. Gift Shop
 - j. Events/Fundraising
8. Comments/Audience Participation.
9. Adjournment.