

Notice of Meeting

Shawnee Civic & Cultural Development Authority

Type of Meeting (Please Check)

Regular Meeting (X)
Rescheduled Regular Meeting ()
Special Meeting ()
Continued or
Emergency Meeting ()
Reconvened Meeting ()
Canceled Meeting ()

Date

Time

Place of Meeting

Feb 20, 2020 12:30PM

Heart of Oklahoma Exposition Center
1700 W. Independence
Shawnee, OK 74804

To be completed by person filing notice:

Name: Stephanie Meiler-Gideon
Title: Director of Events- Spectra
Address: PO Box 1466
Shawnee, OK 74802-1466
Phone: 405-275-7020

Filed in the office of the municipal clerk at 9:45 AM/PM.

On: February 18, 2020

Signed: Kara Lesyonski

For City Clerk's Office Use Only

Date Notice released to news media: 02-18-2020

Person filing notice: Stephanie Meiler-Gideon

Notice verified by: Kara Lesyonski

Shawnee Civic & Cultural Development Authority
February 20, 2020
@ 12:30 PM
Heart of Oklahoma Exposition Center
Agenda

1. Call to Order.
2. Roll Call.
3. Declaration of a Quorum.
4. Approval of minutes of the regularly scheduled Meeting of January 2020.
5. Review and Acknowledgment of Spectra / Facility Monthly Activity Report.
6. Approval of Claims: Expo Center General.
7. Approval of Claims: Expo Center Special Events.
8. Discussion Consideration and Possible Action on IFYR Program particulars (Ad Sales, Program Printing, Layout/Design, Etc.) dealing with IFYR (International Finals Youth Rodeo) 2020.
9. Discussion Consideration and Possible Action to move the March SC&CDA Board Meeting from March 19th to March 26th 2020 to avoid scheduling conflicts associated with Spring Break Etc.
10. IFYR Up-Date.
11. New Business.
12. Public & Trustee Comments.
13. Adjournment.

A MEETING OF THE SHAWNEE
CIVIC AND CULTURAL DEVELOPMENT AUTHORITY
JANUARY 23, 2020 @ 12:30PM
HEART OF OKLAHOMA EXPOSITION CENTER

THE TRUSTEES OF THE SHAWNEE CIVIC AND CULTURAL DEVELOPMENT AUTHORITY WAS ORIGINALLY SCHEDULED TO HAVE THEIR REGULAR MEETING DATE THURSDAY, JANUARY 23, 2020 AT 12:30PM AT HEART OF OKLAHOMA EXPOSITION CENTER, PURSUANT TO NOTICE DULY POSTED AS PRESCRIBED BY LAW. NOTICE WAS FILED AT CITY HALL ON JANUARY 22, 2020 AT 10:09 AM.

AGENDA ITEM NO.1

CALL TO ORDER.

THE MEETING WAS CALLED TO ORDER AT 12:38PM BY CHAIRMAN RANDY GILBERT.

AGENDA ITEM NO.2

ROLL CALL

TRUSTEES PRESENT: MR. RANDY GILBERT
MR. LANCE WORTHAM
MR. CARL PACKWOOD
MR. TIM BARRICK (ARRIVED @12:37PM)
MR. CHANCE ALLISON
MS. MEW-PALMER

TRUSTEES ABSENT: MR. KARL KOZEL

*GUESTS ALSO IN ATTENDANCE: SUZIE CAMPBELL W/ COUNTYWIDE NEWS & IFYR VOLUNTEER RENE UNDERWOOD AND CITY OF SHAWNEE FINANCE DIRECTOR ASHLEE NEEL.

AGENDA ITEM NO.4

APPROVAL OF THE MINUTES FROM THE DEC 2019
REGULAR SCHEDULED MEETING.

THE MOTION MADE BY TRUSTEE WORTHAM, SECONDED BY TRUSTEE PACKWOOD TO APPROVE THE MINUTES FROM THE REGULAR SCHEDULED MEETING DEC 2019. -MOTION CARRIED.

AYE: PACKWOOD, GILBERT, WORTHAM, ALLISON, BARRICK
NAY: NONE
ABSTAIN: MEW-PALMER

AGENDA ITEM NO. 6

APPROVAL OF MONTHLY FINANCIAL REPORT

THE MOTION MADE BY TRUSTEE BARRICK, SECONDED BY TRUSTEE MEW-PALMER TO TABLE AGENDA ITEM NO. 6. -MOTION CARRIED.

AYE: PACKWOOD, GILBERT, WORTHAM, ALLISON, BARRICK, MEW-PALMER
NAY: NONE
ABSTAIN: NONE

AGENDA ITEM NO. 7

APPROVAL OF CLAIMS: GENERAL ACCOUNT AS
PRESENTED

THE MOTION WAS MADE BY TRUSTEE PACKWOOD, SECONDED BY TRUSTEE WORTHAM TO APPROVE THE CLAIMS FOR THE GENERAL ACCOUNT AS PRESENTED. -MOTION CARRIED.

AYE: PACKWOOD, BARRICK, GILBERT, WORTHAM, ALLISON, MEW-PALMER
NAY: NONE
ABSTAIN: NONE

General Claims:

Monthly: (Past Due Invoices)

- | | |
|--------------------------|------------|
| 1. Finley & Cook | \$1,392.54 |
| 2. First United Bank-SMG | \$131.99 |
| 3. Shawnee Feed Center | \$78.56 |

2019 Refund: (Cancelled Event- Pre-Paid)

- | | |
|---------------------------------------|----------|
| 1. Black Hawk Casino Christmas Refund | \$900.00 |
|---------------------------------------|----------|

AGENDA ITEM NO.8

APPROVAL OF CLAIMS: SPECIAL ACCOUNT AS
PRESENTED

THE MOTION MADE BY TRUSTEE WORTHAM, SECONDED BY TRUSTEE PACKWOOD TO APPROVE THE CLAIMS FOR THE SPECIAL ACCOUNT WITH THE ADDITION OF REIMBURSEMENT FOR YOUTH DIRECTOR IFYR 2020 COSTS TO RENE UNDERWOOD. -MOTION CARRIED.

AYE: PACKWOOD, BARRICK, GILBERT, WORTHAM, ALLISON, MEW-PALMER
NAY: NONE
ABSTAIN: NONE

Special Claims:

IFYR 2020: (Mileage Checks)

- | | |
|-----------------------|----------|
| 1. Kenlee Close | \$91.26 |
| 2. Will Thibodeaux | \$123.28 |
| 3. Aubrey Lee | \$82.01 |
| 4. Lily Jean Crickmar | \$167.63 |
| 5. Abigail Thomas | \$34.62 |

Add on:

IFYR 2020:

- | | |
|-------------------|----------|
| 1. Rene Underwood | \$310.39 |
|-------------------|----------|

AGENDA ITEM NO. 9

D, C, PA TO ENTER 2020 AGREEMENT WITH VANN &
ASSOCIATES FOR THE IFYR

THE MOTION WAS MADE TRUSTEE ALLISON, SECONDED BY TRUSTEE WORTHAM MADE THE MOTION TO GO INTO AN AGREEMENT WITH VANN & ASSOCIATES FOR THE 2020 IFYR. CITY MANAGER CHANCE ALLISON SAID HE WOULD GET WITH STEPHANIE MEILER-GIDEON TO START THE APPLICATION FOR FUNDING FROM THE CITY OF SHAWNEE TO HELP WITH THE IFYR-MOTION CARRIED.

AYE: PACKWOOD, GILBERT, WORTHAM, ALLISON, BARRICK, MEW-PALMER
NAY: NONE
ABSTAIN: NONE

AGENDA ITEM NO. 10

D, C, PA TO ENTER AN AGREEMENT WITH
SPECTRA AND THE CITY OF SHAWNEE FOR IFYR
2020

THE MOTION WAS MADE TRUSTEE PACKWOOD, SECONDED BY TRUSTEE BARRICK MADE THE MOTION TO GO INTO AN AGREEMENT OF PARTNERSHIP WITH SPECTRA AND THE CITY OF SHAWNEE FOR THE 2020 IFYR AS PRESENTED. -MOTION CARRIED.

AYE: PACKWOOD, GILBERT, WORTHAM, ALLISON, BARRICK, MEW-PALMER
NAY: NONE
ABSTAIN: NONE

AGENDA ITEM NO. 11

D, C, PA ON TO ACCEPT ENGAGEMENT LETTER
FROM CBEW FOR THE 2019 YEAR END AUDIT

THE MOTION WAS MADE TRUSTEE PACKWOOD, SECONDED BY TRUSTEE MEW-PALMER TO ACCEPT
ENGAGEMENT LETTER FROM CBEW FOR THE 2019 YEAR END AUDIT PRESENTED. -MOTION CARRIED.

AYE: PACKWOOD, GILBERT, WORTHAM, ALLISON, BARRICK, MEW-PALMER
NAY: NONE
ABSTAIN: NONE

AGENDA ITEM NO. 12

IFYR UPDATE

*RODEO JULY 12TH-17TH, 2020
*STEPHANIE SENT OUT PERSONNEL, STOCK, SPONSORSHIP, AND SOME VENDOR APPLICATIONS.
DEADLINE FOR APPLICATIONS IS MARCH 16TH, 2020.
*YOUTH DIRECTORS ATTENDED THE IFR 2020 IN GUTHRIE, OK-WORKED IN THE ARENA, TOURED AND
TOOK PICTURES WITH SHORTY'S HATTERY.

AGENDA ITEM NO. 13 & 14

COMMITTEE & ADMINISTRATIVE REPORTS

NONE

AGENDA ITEM NO. 15 & 16

OLD BUSINESS & NEW BUSINESS

NONE

AGENDA ITEM NO. 17

PUBLIC & TRUSTEE COMMENTS

*RENE UNDERWOOD QUESTIONED IF RAM & CINCH WERE GOING TO STILL BE A PART OF THE IFYR.
*BUCKLES WILL HAVE "TOP 15 CONTESTANT" ON IT.
*RENE UNDERWOOD BROUGHT THE TOPIC OF HORSE HEALTH PAPERS & COGGINS TO THE
BOARD'S ATTENTION. CHAIRMAN RANDY GILBERT SAID HE WOULD SPEAK WITH THE STATE VETERINARIAN
ABOUT THE POLICY AND PROCEDURES.

AGENDA ITEM NO. 18

ADJOURNMENT @ 1:19PM

THE MOTION MADE BY TRUSTEE MEW-PALMER, SECONDED BY TRUSTEE BARRICK TO ADJOURN
THE MEETING. -MOTION CARRIED.

AYE: PACKWOOD, BARRICK, GILBERT, WORTHAM, ALLISON, MEW-PALMER
NAY: NONE
ABSTAIN: NONE

CHAIRMAN: MR. RANDY GILBERT

SECRETARY: MR. CHANCE ALLISON



SPECTRA

Expo Center

Event Name:	Date:	Building:
*OneOK Meeting	1/22/2020	Conference Center
*Outlaw Motor Sports	1/24/2020	Fred Humphrey
	1/25/2020	
*Central Area Livestock Show	1/30/2020	Fred Humphrey
	1/31/2020	Otto Krause
	2/1/2020	
*Paint Party	2/31/2020	Conference Center
*G&S Promotions	2/12/2020	Conference Center
	2/2/2020	
*PCJLS Pig Roast	2/3/2020	Conference Center
*OK Counseling Agency	2/5/2020	Conference Center
	2/6/2020	
	2/7/2020	
*HERPS Reptile Show	2/8/2020	Conference Center
	2/9/2020	
*Diamond M Bullriding	2/8/2020	Otto Krause
	2/9/2020	
*2 Sisters Flea Market	2/7/2020	Otto Krause Sec B
	2/8/2020	
*Outlaw Motor Sports	2/7/2020	Fred Humphrey
	2/8/2020	
*Board of Realtors	2/7/2020	Conference Center
*Vermeer	2/11/2020	Conference Center
*Jones Team Roping	2/15/2020	Fred Humphrey
	2/16/2020	
*Unit Liner-Pond Pro	2/19/2020	Conference Center
	2/20/2020	

Droffats Inc. Catering /Concessions:

August Summary	\$	557.50
September Summary	\$	1,309.00
October Summary	\$	2,434.00
November Summary	\$	1,363.85
December Summary	\$	1,989.25
January Summary	\$	1,814.11

General Claims:

Monthly:

A.	Finley and Cook Accounting Services	\$300
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Special Claims:

A.	Vann & Associates Marketing for IFYR	\$2,645.84
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