

Official action can only be taken on items that appear on the agenda. The public body may adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue any agenda item. When more information is needed to act on an item, the public body may refer the matter to Staff or back to the committee or the recommending body. Under certain circumstances, items are deferred to a specific date or stricken from the agenda entirely.

Posted: January 18, 2023

Meeting Notice: Muskogee Tourism Authority Trust Meeting

Date: Thursday, January 19, 2023; 4:00 p.m.

Location: 216 W. Okmulgee, Muskogee, OK.

TO: ALL MEMBERS OF THE Muskogee Tourism Authority Trust

Chairman: Daniel Chepkaskas		Trustee: Traci McGee	
Vice Chair: Evelyn Hibbs		Trustee: Mark Patel	
Secretary/ Treasurer: Tracy Cole		Trustee: Tim Wheeler	
Trustee: Sharon Champlin		Trustee: Aanje Wilkerson	
Trustee: Mike Gragg		Ex-Officio Non-Voting Member: City Manager Mike Miller	

AGENDA

1. Roll call and recognize Citizens wishing to speak.
2. Consider approval of the December 8, 2022 meeting minutes, or take other necessary action. (Dr. Jerri Stoutermire)
3. Consider approval of Muskogee Tourism Authority financials and claims for November and December 2022 or take other necessary action. (Dr. Jerri Stoutermire)
4. Consider an appointment to the Muskogee Tourism Authority's Tourism Advisory Committee or take other necessary action. (Dr. Jerri Stoutermire)
5. Receive reports from Oxford Productions, Inc. on the operation of the Visit Muskogee Tourism Program and the Roxy Theater, or take other necessary action. (Dr. Jerri Stoutermire)
6. Adjourn

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POSTED February 13, 2023

NOTICE OF MEETING OF: Muskogee Tourism Authority Trust Meeting

Date: Thursday February 16, 2023; 4:00 p.m.

Notice of Location Change Posted: February 6, 2023

Location: Muskogee Rougher Village 3200 E. Shawnee Rd. Muskogee, OK 74403

TO: ALL MEMBERS OF THE Muskogee Tourism Authority Trust

Chairman: Daniel Chepkauskas		Trustee: Traci McGee	
Vice Chair: Evelyn Hibbs		Trustee: Mark Patel	
Secretary/ Treasurer: Tracy Cole		Trustee: Tim Wheeler	
Trustee: Sharon Champlin		Trustee: Aanje Wilkerson	
Trustee: Mike Gragg		Ex-Officio Non-Voting Member: Mike Miller/Jennifer Sweazy	

AGENDA

1. Call Meeting to Order and recognize Citizens wishing to speak. (Daniel Chepkauskas, Chair)
2. Consider approval of Meeting Minutes of January 19, 2023, or take other necessary action. (Daniel Chepkauskas, Chair)
3. Consider approval of financials and claims for January 2023, or take other necessary action. (Daniel Chepkauskas, Chair)
4. Introduce meeting host (Muskogee Public Schools – Rougher Village Arena) and receive report on the facility and the upcoming NJCAA Regional Basketball tournament or take other necessary action.
5. Consider approval of the Advisory Committee’s recommendations for the Tourism Support Grant program or take other necessary action. (Daniel Chepkauskas, Chair)
6. Receive reports from Oxford Productions, Inc. regarding the Visit Muskogee Tourism Program and the Roxy Theater or take other necessary action. (Daniel Chepkauskas, Chair)
7. Adjourn.

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Posted: March 13, 2023

Meeting Cancellation Notice: Muskogee Tourism Authority Trust

Meeting Date: Thursday, March 16, 2023; 4:00 p.m.

Location: 216 W. Okmulgee, Muskogee, OK.

TO: ALL MEMBERS OF THE Muskogee Tourism Authority Trustees

Chairman: Daniel Chepkauskas		Trustee: Traci McGee	
Vice Chair: Evelyn Hibbs		Trustee: Mark Patel	
Secretary/ Treasurer: Tracy Cole		Trustee: Tim Wheeler	
Trustee: Sharon Champlin		Trustee: Aanje Wilkerson	
Trustee: Mike Gragg		Ex-Officio Non-Voting Member: Mike Miller/Jennifer Sweazy	

AGENDA

Meeting Cancellation Notice

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POSTED April 10, 2023

NOTICE OF MEETING OF: Muskogee Tourism Authority Trust Meeting

Date: Thursday April 20, 2023 4:00 p.m.

Location: Five Civilized Tribes Museum, 101 Honor Heights Drive, Muskogee, OK 74401

TO: ALL MEMBERS OF THE Muskogee Tourism Authority Trust

Chairman: Daniel Chepkaskas		Trustee: Traci McGee	
Vice Chair: Evelyn Hibbs		Trustee: Mark Patel	
Secretary/ Treasurer: Tracy Cole		Trustee: Tim Wheeler	
Trustee: Sharon Champlin		Trustee: Aanje Wilkerson	
Trustee: Mike Gragg		Ex-Officio Non-Voting Member: Mike Miller/Jennifer Sweazy	

AGENDA

1. Call Meeting to Order and recognize Citizens wishing to speak. (Daniel Chepkaskas, Chair)
2. Consider approval of Meeting Minutes of February 16, 2023 or take other necessary action. (Daniel Chepkaskas, Chair)
3. Consider approval of financials and claims for February and March 2023, or take other necessary action. (Daniel Chepkaskas, Chair)
4. Consider approval of the multi-year NJCAA Tournament Contract or take other necessary action.
5. Consider approval of the Advisory Committee’s recommendations for the Tourism Support Grant program, or take other necessary action. (Daniel Chepkaskas, Chair)
6. Receive reports from Oxford Productions, Inc. regarding the Visit Muskogee Tourism Program and the Roxy Theater, or take other necessary action. (Daniel Chepkaskas, Chair)
7. Consider appointment of Tammye Howell as Executive Director of Tourism or take other necessary action.
8. Thank and recognize host of MTA Board meeting, Five Civilized Tribes Museum and Director Sean Barney.
9. Adjourn.

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POSTED May 5, 2023 – updated May 11, 2023
NOTICE OF MEETING OF: Muskogee Tourism Authority Trust Meeting

Date: Thursday May 18, 2023 - 4:00 p.m.

Location: Home 2 Suites by Hilton – 2819 Military Boulevard, Muskogee, OK 74401

TO: ALL MEMBERS OF THE Muskogee Tourism Authority Trust

Chairman: Daniel Chepkuskas		Trustee: Traci McGee	
Vice Chair: Evelyn Hibbs		Trustee: Mark Patel	
Secretary/ Treasurer: Tracy Cole		Trustee: Tim Wheeler	
Trustee: Sharon Champlin		Trustee: Aanje Wilkerson	
Trustee: Mike Gragg		Ex-Officio Non-Voting Member: Mike Miller/Jennifer Sweazy	

AGENDA

1. Call Meeting to Order and recognize Citizens wishing to speak. (Daniel Chepkuskas, Chair)
2. Consider approval of Meeting Minutes of April 2023 or take other necessary action. (Daniel Chepkuskas, Chair)
3. Consider approval of financials and claims for April 2023, or take other necessary action. (Daniel Chepkuskas, Chair)
4. Receive report from Oxford Productions Inc. on the operation of the Visit Muskogee Tourism and the Roxy Theater.
5. Consider approval of Event Sponsorship grant for Cruis'n Angels Car Club or take other necessary action.
6. Thank and recognize host of Home 2 Suites by Hilton, Mary Jane Perry and Heather Cain.
7. Adjourn.

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POSTED May 30, 2023

NOTICE OF SPECIAL CALLED MEETING OF: Muskogee Tourism Authority Trust Meeting

Date: Tuesday, June 6, 2023 – 11:30am

Location: Muskogee Tourism Office, 216 W. Broadway, Muskogee, OK 74401

TO: ALL MEMBERS OF THE Muskogee Tourism Authority Trust

Chairman: Daniel Chepkauskas		Trustee: Traci McGee	
Vice Chair: Evelyn Hibbs		Trustee: Mark Patel	
Secretary/ Treasurer: Tracy Cole		Trustee: Tim Wheeler	
Trustee: Sharon Champlin		Trustee: Aanje Wilkerson	
Trustee: Mike Gragg		Ex-Officio Non-Voting Member: Mike Miller/Jennifer Sweazy	

AGENDA

1. Call Meeting to Order and recognize Citizens wishing to speak. (Daniel Chepkauskas, Chair)
2. Discuss and Consider approval of budget for July 2023 – June 2024, or take other necessary action.
3. Consider authorizing Staff to make determinations for Event Sponsorship Grant Applications up to \$500, or take other necessary action.
4. Review regular meeting schedule for the remainder of the year (2023) and consider adding, cancelling, or modifying time of meetings, or take other necessary action.
5. Authorize Morse and Co. to perform audit for the Muskogee Tourism Authority for the period of July 1, 2022 – June 30, 2023, or take other necessary action.
6. Adjourn.

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Muskogee Tourism Authority Advisory Committee
Notice of Meeting: Thursday June 8, 2023 - CANCELLED

Location: Tourism Office - 216 W. Okmulgee

POSTED: June 1, 2023

TO: All Members of The Muskogee Tourism Authority Advisory Committee

Sarah Giles (Chair)		Shiron Ray (Member)	
Dylan Lucht (Vice Chair)		Dr. Kimberly Williams (Member)	
Darren Armstrong (Member)		Dr. Jerri Stoutermire (Staff – Oxford COO)	
Heather Cain (Member)		Tammye Howell (Staff – Interim Executive Director, Tourism)	
Dr. Ron Ramming (Member)			

AGENDA

This meeting has been cancelled.

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POSTED July 13, 2023

NOTICE OF MEETING OF: Muskogee Tourism Authority Trust Meeting

Date: Thursday July 20, 2023 – 4:00pm

Location: Muskogee Tourism Office, 216 West Okmulgee, Muskogee OK74401

TO: ALL MEMBERS OF THE Muskogee Tourism Authority Trust

Chairman: Daniel Chepkauskas		Trustee: Traci McGee	
Vice Chair: Evelyn Hibbs		Trustee: Mark Patel	
Secretary/ Treasurer: Tracy Cole		Trustee: Tim Wheeler	
Trustee: Sharon Champlin		Trustee: Aanje Wilkerson	
Trustee: Mike Gragg		Ex-Officio Non-Voting Member: Mike Miller/Jennifer Sweazy	

AGENDA

1. Call Meeting to Order and recognize Citizens wishing to speak. (Daniel Chepkauskas, Chair)
2. Consider approval of Meeting Minutes of May 2023 and June 2023 or take other necessary action. (Daniel Chepkauskas, Chair)
3. Consider approval of financials and claims for May 2023 and June 2023 or take other necessary action. (Daniel Chepkauskas, Chair)
4. Receive report from Oxford Productions Inc. on the operation of the Visit Muskogee Tourism and the Roxy Theater.
5. Consider approval from the Advisory Committee for the following grants:
 - a. Okie Raceway
 - b. 3rd Street Area Celebration
 - c. The Community Light Foundation
6. Adjourn.

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POSTED June 6, 2023

**NOTICE OF MEETING CANCELLED: Muskogee Tourism Authority Trust
Meeting**

Date: Thursday, August 17, 2023

Location: Muskogee Tourism Office, 216 West Okmulgee, Muskogee OK74401

TO: ALL MEMBERS OF THE Muskogee Tourism Authority Trust

Chairman: Daniel Chepkuskas		Trustee: Traci McGee	
Vice Chair: Evelyn Hibbs		Trustee: Mark Patel	
Secretary/ Treasurer: Tracy Cole		Trustee: Tim Wheeler	
Trustee: Sharon Champlin		Trustee: Aanje Wilkerson	
Trustee: Mike Gragg		Ex-Officio Non-Voting Member: Mike Miller/Jennifer Sweazy	

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POSTED August 31, 2023
NOTICE OF SPECIAL CALL MEETING:
Muskogee Tourism Authority Trust Meeting
Date: Tuesday, September 5th, 4:30p.m.

Location: Muskogee Tourism Office, 216 West Okmulgee, Muskogee OK 74401

TO: ALL MEMBERS OF THE Muskogee Tourism Authority Trust

Chairman: Daniel Chepkuskas		Trustee: Traci McGee	
Vice Chair: Evelyn Hibbs		Trustee: Mark Patel	
Secretary/ Treasurer: Tracy Cole		Trustee: Tim Wheeler	
Trustee: Patrick Cale		Trustee: Aanje Wilkerson	
Trustee: Mike Gragg		Ex-Officio Non-Voting Member: Mike Miller	

AGENDA

1. Call meeting to order and announcements.
2. Discuss monthly Board meetings, instead of quarterly, and take appropriate action.
3. Adjourn.

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POSTED October 12, 2023

NOTICE OF MEETING: Muskogee Tourism Authority Trust Meeting

Date: Thursday, October 19, 2023 – 4pm

Location: Muskogee Tourism Office, 216 West Okmulgee, Muskogee OK74401

TO: ALL MEMBERS OF THE Muskogee Tourism Authority Trust

Chairman: Daniel Chepkaskas		Trustee: Traci McGee	
Vice Chair: Evelyn Hibbs		Trustee: Mark Patel	
Secretary/ Treasurer: Tracy Cole		Trustee: Tim Wheeler	
Trustee: Sharon Champlin		Trustee: Aanje Wilkerson	
Trustee: Mike Gragg		Ex-Officio Non-Voting Member: Mike Miller/Jennifer Sweazy	

AGENDA

1. Call Meeting to Order and recognize Citizens wishing to speak. (Daniel Chepkaskas, Chair)
2. Consider approval of Meeting Minutes of July 2023 and September 2023 or take other necessary action. (Daniel Chepkaskas, Chair)
3. Consider approval of financials and claims for July 2023, August 2023 and September 2023 or take other necessary action. (Daniel Chepkaskas, Chair)
4. Consider approval of a revised engagement letter with Morse and Co. for audit or take other necessary action.
5. Consider discussion regarding quarterly meetings versus monthly meetings or take other necessary action.
6. Consider approval of a budget amendment, changing the line item "Event Development Fair" to "Event Development Air Show" or take other necessary actions.
7. Consider approval of the Advisory Committee recommendations for Tourism Support Grants or take other necessary actions.
8. Receive report from Oxford Productions Inc. on the operation of the Visit Muskogee Tourism and the Roxy
9. Adjourn

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POSTED June 6, 2023

**NOTICE OF MEETING CANCELLED: Muskogee Tourism Authority Trust
Meeting**

Date: Thursday, November 16, 2023

Location: Muskogee Tourism Office, 216 West Okmulgee, Muskogee OK74401

TO: ALL MEMBERS OF THE Muskogee Tourism Authority Trust

Chairman: Daniel Chepkuskas		Trustee: Traci McGee	
Vice Chair: Evelyn Hibbs		Trustee: Mark Patel	
Secretary/ Treasurer: Tracy Cole		Trustee: Tim Wheeler	
Trustee: Sharon Champlin		Trustee: Aanje Wilkerson	
Trustee: Mike Gragg		Ex-Officio Non-Voting Member: Mike Miller/Jennifer Sweazy	

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POSTED June 6, 2023

**NOTICE OF MEETING CANCELLED: Muskogee Tourism Authority Trust
Meeting**

Date: Thursday, December 21, 2023

Location: Muskogee Tourism Office, 216 West Okmulgee, Muskogee OK74401

TO: ALL MEMBERS OF THE Muskogee Tourism Authority Trust

Chairman: Daniel Chepkasuskas		Trustee: Traci McGee	
Vice Chair: Evelyn Hibbs		Trustee: Mark Patel	
Secretary/ Treasurer: Tracy Cole		Trustee: Tim Wheeler	
Trustee: Sharon Champlin		Trustee: Aanje Wilkerson	
Trustee: Mike Gragg		Ex-Officio Non-Voting Member: Mike Miller/Jennifer Sweazy	

AGENDA