MEMORIAL AUDITORIUM BOARD
REGULAR SESSION
MARCH 24, 2026

BOARD MEMBERS PRESENT
Gordon Grubbs
Renee Hobson
Susie White
Terri Christian *(Entered Meeting at 10:39 a.m.)*
Zach Balch

BOARD MEMBERS ABSENT
Brendan Weatherman
Drake Stephens

STAFF PRESENT
Cassie Short, Executive Assistant
Mandy Logan, Auditorium Manager
Melinda Brown, Assistant City Manager/GEIC/GIA Executive Director

GUEST PRESENT
None.

1. CALL TO ORDER
   Assistant City Manager Melinda Brown called the meeting to order at 10:34 a.m.

2. ROLL CALL OF DIRECTORS PRESENT
   Gordon Grubbs
   Renee Hobson
   Susie White
   Terri Christian *(Entered Meeting at 10:39 a.m.)*
   Zach Balch

3. PUBLIC FORUM.
   None.

4. CONSIDER AND ACT TO APPROVE THE MINUTES FROM THE PREVIOUS MEMORIAL AUDITORIUM BOARD OF DIRECTORS MEETING HELD ON NOVEMBER 4, 2025.
   Motion made by Zach Balch and seconded by Susie White to approve the minutes submitted from the previous Memorial Auditorium Board of Directors meeting held on November 4, 2025. Motion passed unanimously 4 – 0.

5. AUDITORIUM MANAGER REPORT.
   Auditorium Manager Mandy Logan provided the Auditorium Manager Report.

   TERRI CHRISTIAN ENTERED THE MEETING AT 10:39 A.M.

6. CONSIDER AND ACT TO AUTHORIZE THE ASSISTANT CITY MANAGER TO NEGOTIATE A CONTRACT WITH THE RECOVERY ROOM FOR ALCOHOL SERVICES AT THE GRAHAM MEMORIAL AUDITORIUM AND RECOMMEND SAME TO THE CITY COUNCIL FOR APPROVAL.

Motion made by Zach Balch and seconded by Renee Hobson to authorize the Assistant City Manager to negotiate a contract with The Recovery Room for alcohol services at the Graham Memorial Auditorium as amended and recommend same to the City Council for approval. Motion passed unanimously 5 – 0.

7. DISCUSS CAPITAL IMPROVEMENT PLAN FOR GRAHAM MEMORIAL AUDITORIUM.
   Assistant City Manager Melinda Brown discussed the Capital Improvement Plan for the Graham Memorial Auditorium.

8. CONSIDER AND ACT TO APPROVE THE CAPITAL IMPROVEMENT PLAN AND AUTHORIZE CITY STAFF TO INCLUDE WITH THE CITY OF GRAHAM CAPITAL IMPROVEMENT PLAN.
   Motion made by Renee Hobson and seconded by Susie White to approve the Capital Improvement Plan and authorize City staff to include with the City of Graham Capital Improvement Plan. Motion passed unanimously 5 – 0.

9. DISCUSS POSSIBLE GRANT OPPORTUNITIES FOR FUNDING CAPITAL IMPROVEMENT PROJECTS.
   Assistant City Manager Melinda Brown discussed possible grant opportunities for funding capital improvement projects.

10. CONSIDER AND ACT TO APPROVE PUBLIC BROADCASTING SERVICE EVENT AT MEMORIAL AUDITORIUM.
    Motion made by Susie White and seconded by Zach Balch to approve Public Broadcasting Service event at Memorial Auditorium. Motion passed unanimously 5 – 0.

11. DISCUSS GRAHAM MEMORIAL AUDITORIUM AND GRAHAM CONCERT ASSOCIATION PARTNERSHIP REGARDING FACILITATING RENTERS FOR THE AUDITORIUM.
    Assistant City Manager Melinda Brown discussed Graham Memorial Auditorium and Graham Concert Association partnership regarding facilitating renters for the Auditorium.

12. CONSIDER AND ACT TO DETERMINE THE SPECIFIC SOUND EQUIPMENT ITEMS TO BE SOLD AND AUTHORIZE THE CITY MANAGER TO OFFER SAID EQUIPMENT AT PUBLIC AUCTION, NOTING THE SAID PUBLIC SALE IS SUBJECT TO APPROVAL OF THE CITY OF GRAHAM.
    Motion made by Zach Balch and seconded by Gordon Grubbs to determine the specific sound equipment items to be sold and authorize the City Manager to offer said equipment at public auction, noting the said public sale is subject to approval of the City of Graham. Motion passed unanimously 5 – 0.

13. UPDATE ON EDUCATIONAL PROGRAM AT THE GRAHAM MEMORIAL AUDITORIUM.
    Zach Balch presented an update on the Educational Program at the Graham Memorial Auditorium.

14. CONSIDER AND ACT TO RE-APPOINT TERRI CHRISTIAN, ZACH BALCH, GORDON GRUBBS AND DRAKE STEPHENS TO THE GRAHAM MEMORIAL AUDITORIUM BOARD FOR A TWO-YEAR TERM AND RECOMMEND SAME TO THE CITY COUNCIL.

Vote did not count. Item will need to be put back on future agenda for a vote.

15. COMMENTS AND ANNOUNCEMENTS FROM BOARD MEMBERS AND CITY STAFF.
None.

16. CONSIDER AND ACT TO SET THE DATE FOR THE NEXT MEMORIAL AUDITORIUM BOARD OF DIRECTORS MEETING.
Motion made by Gordon Grubbs and seconded by Terri Christian to set the date for the next Memorial Auditorium Board of Directors meeting to June 9, 2026, at 10:30 a.m. Motion passed unanimously 5 – 0.

17. DISCUSS PROPOSED FUTURE AGENDA ITEMS.
Future Agenda items included discussion on Brazos Internet.

18. ADJOURNMENT
There being no further business, the meeting was adjourned at 11:38 a.m. Motion made by Susie White and seconded by Gordon Grubbs.