

Community \$\$

~~CULTURAL ARTS & APPEARANCE COMMITTEE~~

JANUARY 29, 2026

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1 **PRESENT:** Mayor William L. Lewis, Jr.; Commissioners Mark Larkin and Cynthia Evans-
2 Robinson (*arrived at 6:25 p.m.*), Business Representative Lacey Robinson;
3 Senior Representative Glenda Strunk; Educator Representative Charles DeLong;
4 At-Large Members Ella Harding; Nikki Pitt (*arrived at 6:12 p.m.*); Lorraine
5 Butler; Ashley Kyle; Roy Kyle; Kristen Sanner; Karen Lewis; Albert Goodson;
6 Haven Hepburn and Luwona Ferguson.

8 **STAFF**

9 **PRESENT:** Assistant City Manager Cindy Morgan; Recreation Director Kelvin Hardesty;
10 and City Clerk Mary Weigl

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12
13 Mayor Will Lewis called the meeting of the Community Arts & Appearance Committee to order
14 at 6:05 p.m. on January 29, 2026, at Havelock City Hall with a quorum present.

16 **REVIEW OF THE COMMITTEE'S PURPOSE**

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18 Mayor Lewis welcomed everyone and provided attendees with the opportunity to introduce
19 themselves. The meeting served as the organizational meeting for the newly formed committee,
20 which combines the former Appearance Commission and Cultural Arts Committee. Members
21 were encouraged to view this as a fresh start, allowing the committee to define its mission
22 without being limited by past activities. Key objectives of the meeting included establishing a
23 regular meeting schedule, electing a chair, vice chair and secretary as well as beginning
24 discussion on the committee's mission. Support for the committee will be provided by Assistant
25 City Manager Cindy Morgan, City Clerk Mary Weigl, Commissioner Mark Larkin, and
26 Commissioner Cynthia Evans-Robinson. However, it was noted that Parks and Recreation
27 Director Kelvin Hardesty will serve as the primary liaison between the City and the committee.

28
29 Mayor Lewis asked the former chairs to present a summary of past committee activities at the
30 next meeting to assist members in determining which initiatives should continue, be modified,
31 or discontinued, and to identify potential new initiatives. The committee was also advised that
32 no current budget is in place, allowing members to develop a vision without financial
33 constraints, and that any future budget requests would be reviewed during the City's budget
34 process. He encouraged the committee to be ambitious and not limit ideas based on perceived
35 funding challenges. The benefits of the combined committee include increased membership for
36 consistent participation and the ability to form subcommittees focused on specific areas such as
37 arts or landscaping.

38
39 At this time, Mayor Lewis excused himself and turned the meeting over to Commissioner
40 Larkin.

42 **OATHS OF OFFICE**

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44 City Clerk Mary Weigl administered the Oath of Office to all committee members.

46 **ELECTION OF OFFICERS**

47
48 Moving on to the election of officers, Commissioner Larkin asked for nominations from the
49 floor for the position of committee Chairperson. Haven Hepburn nominated Lorraine Butler
50 for the position of Committee Chair. Ms. Butler accepted the nomination. After three (3) calls
51 for additional nominations and none received, Commissioner Larkin closed the nominations.

52 **Ms. Butler was elected Chairperson by acclamation.**

53
54 For the position of committee Vice-Chairperson, Ashley Kyle nominated Haven Hepburn. Ms.
55 Hepburn accepted the nomination. Luwona Ferguson nominated Lacey Robinson. Ms.
56 Robinson accepted the nomination. After three (3) calls for additional nominations and none
57 received, Commissioner Larkin closed the nominations. Each candidate was given the
58 opportunity to speak for two (2) minutes to introduce themselves and what they felt they could
59 bring to the position. After a vote (*7 votes Robinson; and 6 votes Hepburn*), **Lacey Robinson**

60 **was elected Vice-Chairperson.**

61
62 For the position of Secretary, Haven Hepburn nominated Ashley Kyle. Ms. Kyle accepted the
63 nomination. Lacey Robinson nominated Karen Lewis; however, she declined the nomination.
64 Luwona Ferguson nominated Haven Hepburn; however, she also declined the nomination. After
65 three (3) calls for additional nominations and none received, Commissioner Larkin closed the
66 nominations. **Ms. Kyle was elected Secretary by acclamation.**

67
68 **MEETING SCHEDULE**

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70 Following considerable discussion of available meeting dates at City Hall, Lorraine Butler
71 **made a motion to hold regular committee meetings on the first Thursday of each month**
72 **at 6:30 p.m.** Roy Kyle seconded and the motion carried unanimously. (13-0)

73
74 **MEMBERS' EXPECTATIONS OF THE COMMITTEE**

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76 Members reviewed committee purpose, expectations, and attendance requirements as outlined
77 in the City's resolution and existing policy. Open Meetings Law requirements were emphasized,
78 including appropriate email communication limits and inclusion of the City's employee liaison,
79 Kelvin Hardesty.

80
81 Procedures for meeting efficiency, minutes preparation, and communication were discussed,
82 including timely distribution of draft minutes, clear motions, and inclusion of supporting
83 documentation. The use of subcommittees was discussed as an effective structure for project
84 work, with final decisions remaining with the full committee unless otherwise authorized.

85
86 The committee discussed maintaining a unified direction when considering projects, events, and
87 murals. Members were encouraged to lead projects they are passionate about. It was noted that
88 the committee is obligated to complete the *City Park* *ff* ~~restroom~~ mural currently underway, while the senior
89 center mural has already been approved by the Board of Commissioners.

90
91 Meeting logistics and procedures were reviewed, including special meetings, canceled
92 meetings, agenda structure, and restrictions on electronic participation. Community

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93 involvement opportunities and recognition were discussed, as well as appropriate City staff
94 support for committee events.

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96 **ADJOURNMENT/RECESS**

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98 With there being no other business to discuss, Roy Kyle made a **motion to adjourn**. Haven
99 Hepburn seconded, and the motion carried unanimously. (13-0)

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101 The meeting ended at 7:48 p.m.

102

103 Date approved: 2/12/26

104

105



Lorraine Butler
Chairperson

106 Attest:

107

108 Mary C. Weigl

109

Mary C. Weigl

110

City Clerk