

HAVELOCK COMMUNITY ARTS & APPEARANCE COMMITTEE (HCAAC)  
MARCH 5, 2026, REGULAR MEETING MINUTES

1 **PRESENT** Commissioner Mark Larkin, Commissioner Cynthia Evans; Business Representative  
2 Lacey Robinson; Senior Representative Glenda Strunk; Educator Representative Charles  
3 DeLong; At-Large Members Lorraine Butler, Ashley Kyle, Roy Kyle, Karen Lewis, Albert  
4 Goodson, Luwona Ferguson, Ella Harding. *Nikki Pitt made chair aware she was arriving late,*  
5 *and arrived at 7:41 p.m.*

6 **ABSENT** *At-Large Member, Haven Hepburn, was excused.* At-Large Member Unexcused  
7 *Phuong Nguyen; Student Representative Unexcused- Markell Carter.*

8 **STAFF PRESENT** Recreation Director Kelvin Hardesty

9 Lorraine called the meeting of the Havelock Community Arts & Appearance Committee to order  
10 at 6:37 p.m. on March 5, 2026, at Havelock City Hall with a quorum present.

11 **ADJUSTMENT(S) TO MEETING'S AGENDA**

12 Adjustment to the meeting of the HCAAC March 5, 2026, agenda was made by Lorraine to  
13 **remove item a. Structuring of Subcommittees and subdivisions a.i-a.iii) and to add HHS**  
14 **National Honors Society Request under New Business.** Motion by Ashley, second by Karen to  
15 approve revised agenda."

16 **APPROVAL OF MINUTES FROM PREVIOUS MEETING (WITH CORRECTIONS, IF**  
17 **ANY)**

18 No corrections were noted to be made for February 22, 2026, Regular HCAAC Meeting Minutes.  
19 Karen motioned to approve and accept minutes as written, Ashley seconded. Discussion  
20 followed; Albert asked both Commissioners who changed the committee's name from "Cultural"  
21 to "Community" in the Name Havelock Community Arts & Appearance Committee. Mark  
22 responded with an answer to Albert, saying that it was a unanimous decision made across the  
23 Board Of Commissioners. No further discussion followed; motion passed.

24 **OLD BUSINESS**

- 25 a. Murals Update- Lacey provided the committee with dates and times to finish mural touch  
26 up at City Park and she was looking forward to volunteers coming to help complete this  
27 project on March 6, 2026, and March 7, 2026, from 10 a.m. to 3 p.m. both dates.
- 28 b. Plant Swap Update- Lorraine provided updates with the progress her planning team has  
29 been making towards the upcoming April 18, 2026, Plant Swap Event. She presented a  
30 revised Plant Swap History, Purpose, & Procedure to be motioned for review and  
31 approval.*(Attached to minutes)*. Discussion followed. Glenda asked about the registration  
32 of attendees, Lorraine confirmed that this is optional and can be helpful to the planning  
33 team to reach out to those who attend the next annual event. Albert asked Kelvin about

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34 the registration process with Parks and Recreation for vendors attending and what that  
35 looks like. Kelvin said to contact Parks and Recreation directly to complete vendor  
36 registration. Karen confirmed for the Children's Creative Station for this year's Plant  
37 Swap will not be led by her. Jeanne Holmgren (Librarian) plans to do children's crafts at  
38 the library exhibit. No further discussion followed; motion passed. Lorraine asked  
39 committee members to email her on activities/stations that they would like to help with or  
40 lead in the event, by the next Regular HCAAC Meeting, on April 2, 2026, she will have  
41 members assigned to help.

42 **NEW BUSINESS**

43 Kelvin announced that HHS Honor Society has sent request via Mayor's office, asking for CAAC  
44 support to do a "Clean Sweep" event in Havelock on April 18 (times not specified). It was not  
45 clear exactly what kind of support they were looking for. Discussion followed. Key points  
46 include....1) proposed clean-up is same day as Plant Swap and committee members are already  
47 going to be spread thin. 2) Craven County Clean Sweep already has a Clean Sweep event in  
48 Havelock on the first Saturday in May every year. 3) Exactly what kind of support is Honor  
49 Society seeking? 4) HCAAC has committed to a stronger relationship with HHS but would like  
50 more specific information on this particular request. Kelvin will follow up with HHS contact for  
51 clarification; Committee will review at April meeting."

52 **MEMBER'S COMMENTS**

53 Charles informed HCAAC that he has been working on a play with Luwona and would like to  
54 figure out when he can present to the committee for a possible play in December along with  
55 budget requests.

56 Glenda made note that HCAAC does not have a logo or shirts and was concerned that the  
57 committee would not have them for HCAAC's Annual Plant Swap Event in time.

58 Albert had questions about HCAAC budget. Does HCAAC have one? And what does this look  
59 like for different events that HCAAC is committed to doing?

60 Luwona says hello to everyone.

61 Karen suggested adopting the same logo as Parks and Recreation as HCAAC falls underneath  
62 them with initials of HCAAC underneath the logo.

63 Nikki says hello to everyone.

64 Roy wanted to remind HCAAC that they are new and going through "growing pains" and he  
65 feels confident it will pass and cannot wait to see HCAAC flourish.

66 Lacey wanted to remind HCAAC to volunteer, please, on any of these events that HCAAC does.  
67 Confirmed text message on times from Jonathan Burger for both dates set to finish city mural

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68 from 10 a.m. to 3 p.m., March 6<sup>th</sup> and March 7<sup>th</sup>. Lacey yielded her time to anyone who felt that  
69 they needed to be heard more.

70 Cynthia gave thanks to everyone for coming to the meeting.

71 Lorraine pointed out that attendance and policy were reviewed and discussed at our January  
72 meeting, granting excused absence for someone missing first meeting where those members  
73 subsequently began participating, vs doubling back and changing that to unexcused for those  
74 who simply ghost us and never respond. Lorraine said Haven was agreeable to being reassigned  
75 to student seat. She asked Kelvin to contact Mary to request that the two NCNS members  
76 (Phuong Nguyen and Markell Carter) be removed and Haven reassigned to student seat, leaving  
77 us 3 at large openings. But Kelvin told her to contact Mary directly.

78

79 **Next Havelock Community Arts & Appearance Committee (HCAAC) Meeting: April 2,**  
80 **2026, at 6:30 p.m. at Havelock City Hall**

81 **Next Board of Commissioners Televised Meeting: March 23, 2026, at 7:00 p.m. at City Hall**

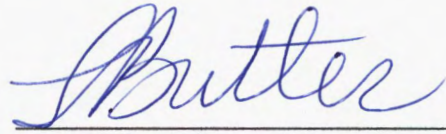
82 **Adjournment**

83 With there being no other business to discuss, Lacey made a **motion to adjourn**. Roy seconded;  
84 motion passed.

85 The meeting ended at 7:56 p.m.

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87 Date Approved: 4/2/26



Lorraine Butler, Chairperson

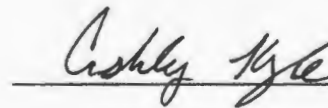
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Ashley Kyle, Secretary