



MINUTES

Art in Public Places Commission August 26, 2025

Virtual Public Meeting

1. CALL TO ORDER

Chair Farrow called the meeting to order at 7:00 pm.

2. ROLL CALL

Commission Members Present: Chair Lyn Farrow, Jim Martin, Joan Brady, Barbara Torreon, Cynthia Krewson, David Arthur, Chrissa Rich, Jon Arason

Others Present: Christopher Jakubiak, Director of Planning & Zoning

3. APPROVAL OF AGENDA

Chair Farrow proposed adjusting the agenda to limit the meeting to two items of business: Review and Approval of Guidelines and Procedures on Selection and Funding of Public Arts Project Grants, and Reconsideration of the Kunta Kinte Festival award.

Motion to approve the agenda made by Mr. Arason; second by Ms. Torreon. Motion passed unanimously.

4. APPROVAL OF MEETING MINUTES - August 6, 2025 Draft

Deferred.

5. FINANCIAL REPORT

Deferred.

6. OLD BUSINESS

A. Review and approval of guidelines and procedures on selection and funding of public arts project grants.

The Commission reviewed the proposed new procedures and guidelines for the funding review process, including an updated application and a new mini-grant program for requests under \$2,500.

Mr. Jakubiak clarified that recipients will receive a 25% initial payment upon signing the agreement, with the remaining 75% disbursed after submitting a final report. It was confirmed that if an event does not occur or the final report is not submitted, the initial 25% payment must be repaid to the city as stipulated in the funding agreement. This process is designed to provide upfront capital to artists while protecting city funds. It was agreed to add language that asks applicants if their project meets Maryland State Arts Council (MSAC) accessibility guidelines. The language regarding the required project budget was also clarified.

Motion by Ms. Rich and seconded by Ms. Torreón to approve the new guidelines, with the following amendments: 1) The final report submission deadline is amended from 14 days to 30 days after the event. 2) The document will be edited to differentiate between major and mini-grants upfront. 3) Language will be added to the application to include specific examples of income sources, such as MSAC grants and in-kind donations. 4) The third paragraph on page 10 referencing the Arts Council was deleted. Motion passed unanimously.

7. NEW BUSINESS

A. Reconsideration of Kunta Kinte Festival award.

The Commission reviewed an email from the Kunta Kinte Festival organizers requesting an increase to their previously approved award. Mr. Arthur recused himself due to a conflict of interest.

The festival had been awarded \$10,000 at the August 6, 2025 meeting, which is a decrease from the \$15,000 they received the previous year. For 2025, they had requested \$20,000, citing an increase in event scope, including an additional stage and more performers. Ms. Brady noted that while the event is only one day, it draws a large crowd of approximately 10,000 attendees, making it one of the largest events the Commission sponsors.

Motion by Mr. Martin and seconded by Ms. Krewson to amend the award to the Kunta Kinte Festival to a total of \$15,000. Motion passed 6-0 (Mr. Arthur abstained, and Mr. Arason had left the meeting early).

8. COMMITTEE REPORTS

Deferred.

9. REVIEW OF ACTION ITEMS

Deferred.

10. ADJOURNMENT

Meeting adjourned at 8:01 pm.

The next meeting of the Art in Public Places Commission is scheduled for September 30, 2025 at 7 pm as a virtual public meeting.

Kimberly Consoli, Recorder