

**MINUTES**  
**CULTURAL ARTS COMMISSION**  
**February 18, 2026**

The Cultural Arts Commission (CAC) meeting was called to order at 4:00pm. in the second-floor conference room at the Bel Air Armory, 37 North Main Street, Bel Air, MD 21014.

**MEMBERS PRESENT:** Jeanne Close, Chair  
Nicki Jergensen  
Peg Lucas  
Natalie Weeks  
Sandra Schlehr  
Carole Milan  
Marisa Canino  
Annie Kovach

**ABSENT:** Pat Fielder, Vice Chair

**IN ATTENDANCE:** Catherine Butrim, Economic Development Coordinator  
Angela Robertson, Director of Economic Development  
Kristien Foss, Town Commissioner Liaison  
Kelly Burgos, Recording Secretary

**1. Administrative Matters**

**A. Approval of Meeting Minutes – January 21, 2026**

Ms. Milan moved, and Ms. Lucas seconded the motion to approve the minutes of the January 21, 2026, meeting. All in favor. The motion carried.

Ms. Butrim introduced Ms. Kovach as the new CAC member. Ms. Kovach, who is the Senior Branch Manager at the Bel Air Library, introduced herself to the members and advised that she is excited to join the CAC.

**B. Budget Review**

Ms. Butrim reported the following budget updates:

i. Marketing/Event Sponsorship

- \$500 has been allocated to sponsor the Ain't Misbehavin' Big Band event, and \$50 has been allocated to promote the Ain't Misbehavin' on social media.

- The current expenditure total is \$4,089.04, leaving a balance of \$1,260.96.

ii. Public Art

-There have been no expenditures from the Public Art account, leaving a balance of \$3000.00.

The balance for both the Marketing/Events and Public Art budgets is \$4,260.96

## **2. Unfinished Business**

### **A. CAC Procedures, Rules, & Regulations**

Ms. Butrim reported that the Town Code states that the quorum for the CAC is three (3) members. Ms. Robertson advised that the quorum may be changed, but the Town Board will need to approve this revision of the Town Code. Ms. Robertson advised that the Economic and Community Development Commission recently revised their quorum requirement to a majority of members.

Ms. Milan moved, and Ms. Schlehr seconded the motion to change the quorum from three to the majority of members. All in favor. The motion carried.

Ms. Weeks moved, and Ms. Jergensen seconded the motion to accept the current CAC Procedures, Rules, & Regulations as written. All in favor. The motion carried.

### **B. HSHC America 250 Art Project - Update**

Ms. Butrim reported the following project update:

-The Historical Society of Harford County (HSHC) has applied for the Once in a Generation grant from Harford County. The Maryland 250 Commission is awarding the grant in the amount of \$15,000 to each county for a memorable project. The HSHC has applied for \$10,000 of the grant, and the Daughters of the American Revolution (DAR) has applied for \$5,000 to provide for plaques at Revolutionary War sites throughout the county.

-If the Historical Society is awarded the grant, they will hold an art contest for students and for artists from Harford Artists Association. The artwork will consist of eight (8) panels depicting concepts illustrating phrases from the Declaration of Independence. The artwork would be completed by July 4, 2026, and displayed indoors at the HSHC during a reading of the Declaration of Independence on July 8, 2026. The art would then be installed on the fence surrounding the HSHC on July 9, 2026.

### **C. Spring Student Art Exhibition at Bel Air Library - Update**

Ms. Butrim advised that the student art exhibition will be on display at the Bel Air Library throughout the month of May, and it has been posted on the A&E District and Hello Harford calendars. The exhibit will be featured in the printed calendar of events distributed by Harford County Public Library (HCPL). Ms. Kovach advised that the exhibition will be posted on the library's online calendar as well.

Ms. Butrim advised that the artwork will be installed at the library on April 30 and May 1.

The members present discussed creating a flyer inviting the students and parents to visit the exhibition with the Bel Air library hours. The flyer would be given to the art teachers at the participating schools to distribute. The schools participating in the exhibition are Homestead-Wakefield Elementary School, Bel Air Elementary School, Bel Air Middle School, and Bel Air High School.

The members present agreed that the Town Commissioners should be invited to visit the exhibition on May 13 at 4:00 p.m. The CAC members agreed that information about the CAC and about events and public art in the A&E District should be provided during the exhibition.

#### **D. Ain't Misbehavin' Big Band - March Event**

Ms. Butrim reported the following updates:

- The event is scheduled for March 26, 2026, from 7-8:30pm.
- Doors will open at 6:30pm
- Ms. Close, Ms. Fielder, and Ms. Lucas will volunteer for the event.
- The social media ad promoting ticket sales for the event is currently running.

Ms. Butrim advised that 20 round black tablecloths are needed for the tables at the event. She advised that two (2) packs of 12 tablecloths are available from Amazon at a total cost of \$38.14, including shipping.

Ms. Weeks moved, and Ms. Lucas seconded the motion to approve the purchase of two (2) packs of black round tablecloths in an amount not to exceed \$40. All in favor. The motion carried.

#### **E. America 250 Living History Event**

Ms. Butrim advised that she reached out to Colleen Webster about portraying a new persona for an America 250 Living History event this fall. Ms. Webster advised that she is currently working on creating her Jane Goodall persona and will not be able to create another new persona at this time.

Ms. Butrim advised that she reached out the Hosanna School Museum for living history performers, but she did not receive a reply. Ms. Butrim advised that Chris Potts of HSHC recommended Janice Green, who portrays Harriet Tubman. Ms. Butrim contacted Ms. Green but has not received a reply. Ms. Butrim advised that Ilene Evans, who also portrays Harriet Tubman, is available to perform in October 2026 and provided a quote of \$1,100 with additional fees for mileage, lodging, and meals. Ms. Butrim advised that Chris Potts is available to portray abolitionist and feminist Sarah Grimke.

Ms. Kovach advised that the library is having a performer portray Abigail Adams in April, and she can obtain their information. Ms. Milan advised that she knows a high school

senior who has been involved in these kinds of performances, and she will find out if he can help.

## **F. FY26 Public Art Project Discussion**

### **i. Atwood Road/Marketplace Drive Sculpture RFP**

Ms. Butrim provided the following update:

-No artist submissions have been received yet.

-The RFP has been posted on the Maryland State Arts Council website, submitted to the Maryland Institute College of Art and shared among their networks, shared with all the artists recommended by the CAC, and shared on social media regularly.

-Ms. Butrim sent the RFP to the Large Art Company that was recommended by Ms. Weeks, and the Harford County Cultural Arts Board (HCCAB) has shared the RFP with their networks.

-Harford Artists Association has shared the RFP with their membership.

### **ii. Hearts of Harford Maintenance**

Ms. Butrim reported that the principal of Bel Air Elementary School, Jeanna Gentile, has stated that the school will sponsor the \$250 stipend for the artist to repaint the *Bulldog Pride* heart.

Ms. Butrim reported that the Bel Air Downtown Alliance (BADA) will reimburse the artists for their materials costs to repaint the hearts. The artists should submit their receipts to BADA after completing the painting. BADA would like all the hearts to be sealed with a marine-grade sealer and will purchase a container of the sealer to be used by the artists.

Ms. Schlehr advised that she will make the necessary repairs to the mosaic heart located at Town Hall.

## **3. New Business**

### **A. Harford County Education Foundation Armory Rental Sponsorship**

Ms. Butrim reported that the Harford County Education Foundation has submitted an Armory rental sponsorship request in the amount of \$540 for the student art showcase and family event on April 12, 2026, beginning at 1:00 p.m.

-Admission will be free.

-Description of the performance: “Celebrate the artistic achievements of Harford County Public Schools students at this inspiring free family event! The Student Showcases & Community Event will feature more than 200 original student artworks—each one a reflection of imagination, skill, and passion. Families will also enjoy interactive art stations and hands-on activities that bring creativity to life for all ages.”

- Intended Audience: “We anticipate 400 children, parents, grandparents, and community members.”
- Marketing: “We will promote the event on the education foundation and HCPS webpage, social media channels, online news outlets, HCPS teacher & family newsletters, education foundation newsletter blasts, and word of mouth.”
- Sponsorship credit will be given on education foundation event webpage, social media, online news outlets, and on the sponsor board displayed at the event.

Ms. Weeks moved, and Ms. Milan seconded the motion to approve the \$540 Armory rental sponsorship request from the Harford County Education Foundation for the student art showcase event on April 12, 2026. All in favor. The motion carried.

### **B. Little Free Library in Plumtree Park**

Ms. Butrim advised that the Little Free Library in Plumtree Park has deteriorated greatly over the winter. She advised that the CAC should consider replacing the current library with a composite box of a comparable size. She shared information about a two-story composite box from LittleFreeLibrary.org. The estimated cost of the composite library box, including shipping, would be \$466.98. Ms. Butrim advised that the post appears to be in good condition, and she does not think it needs to be replaced.

Ms. Lucas moved, and Ms. Weeks seconded the motion to approve the purchase of a composite free little library to replace the library box in Plumtree Park in an amount not to exceed \$500. All in favor. The motion carried.

## **4. Town Updates**

### **A. Town of Bel Air**

Commissioner Foss advised that the Town Board is currently drafting a resolution opposing the relocation of the District Court of Maryland from Bond Street to Marketplace Drive. She advised that improvements to Alice Anne Park are slated to begin this spring.

### **B. A&E District**

Ms. Butrim advised that she joined the Harford County delegation at Maryland Arts Day in Annapolis on February 12. The Maryland Citizens for the Arts talking points for the FY27 State Budget:

- Please support fully funding the Maryland State Arts Council at the mandated level of \$31.8 (\$600,000 more than FY26 budget).
- Please support fully funding the Arts and Culture Capital Grant Program at \$3 million.
- Vote YES on Senate Bill 41 and House Bill 387 – a bill to strengthen Public -----
- Artist rights (stops entities from requiring artists to waive copyright for certain public art receiving state funding).

-Vote YES on Senate Bill 289 and House Bill 352 – a bill to extend arts education anti-poverty grants (provides additional funding to schools with a high concentration of eligible students facing poverty).

Ms. Close moved, and Ms. Weeks second the motion to adjourn the meeting at 5:08pm. All in favor. The motion carried. The meeting adjourned at 5:08pm.