

CITY OF ROCKVILLE  
Cultural Arts Commission Meeting Minutes  
Wednesday, November 12, 2025

Link for Webex meeting recording:

<https://rockvillemd.webex.com/rockvillemd/ldr.php?RCID=d1251962a504c8a8177608e216adb5aa>

Attendees:

- Commissioners: Karen Askin, Melissa Beattie, Frances Bevington, Susan Hoffmann, Howard Jung, Liz Ortuzar, Brian Rogers
- Elected Official: Mayor Monique Ashton, Council Liaison
- City Staff: Linda Moran, Assistant to the City Manager; Anne O'Dell, Arts and Culture Program Manager, Staff Liaison

Meeting called to order at 7:03pm

Welcome: Karen Askin, Commission Chair

Approval of Minutes of the October 2025 Meeting: Karen Askin

Motion to approve minutes as written made by Liz Ortuzar; Seconded by Brian Rogers; All in favor: Melissa Beattie, Frances Bevington, Susan Hoffmann, Liz Ortuzar, Brian Rogers; Abstain from voting: Howard Jung

Chair Report: Karen Askin

Some commissioners attended the worksession on November 3, 2025.

Mayor Report: Mayor Monique Ashton, The Mayor and Council Liaison

Mayor Ashton provided a summary of the November 3, 2025, worksession. A new CAC Commissioner should be appointed before the December 2025 CAC meeting.

Staff Report: Anne O'Dell, Arts and Culture Program Manager and Staff Liaison

- Staff report reviewed the process for CAC commissioners to comment on suggested revisions for the Chapter IV Ordinance.
- Commissioner Hoffmann asked if the Mayor and Council will have a worksession with the CAC because, if she remembers correctly, the Mayor and Council used to have a worksession with the commission once a year. Anne O'Dell will send this forward through the Flow of Communication for a response.
- Commissioner Askin asked why the usual way of doing things is being abandoned. Mayor Ashton replied that another commission had successfully used the same process for an ordinance revision that is being used for the Chapter IV Ordinance revisions.

### Committee Updates

- Art in Public Places Temporary Works Committee - Frances Bevington
  - The Twinbrook Community Recreation Center Annex mural, *Past to Promise*, by LaToya Peoples was installed.
- Art in Public Places Permanent Works Committee - Liz Ortuzar
  - Updates were given on current Public Art projects, as well as maintenance and assessment of the city's Public Art Collection.

### Old Business

None

### New Business

New committee to lead CAC input on Chapter IV Ordinance revisions – Karen Askin

- Motion made by Liz Ortuzar to create an Ordinance committee, approve the committee's membership, and for the committee to nominate its chair.
- Seconded by Susan Hoffman; Votes in favor: unanimous.
- Ordinance Committee members are Commissioners Askin, Bevington, and Hoffmann.

### Announcements

- Commissioner Askin is retiring and attending fitness classes.
- Commissioner Hoffmann shared the successes of the 2025 F. Scott Fitzgerald Literary Festival and plans for the 2026 Festival.
- Commissioner Bevington shared the success of the VisArts weekly workshops for furloughed Federal Employees.

Motion to adjourn made by Commissioner Hoffmann; Seconded by Liz Ortuzar; All in favor: Melissa Beattie, Frances Bevington, Susan Hoffmann, Liz Ortuzar, Brian Rogers; Abstain from voting: Howard Jung.

Meeting adjourned at 8:02pm.

Minutes approved December 10, 2025.