



The City of Coral Gables

DRAFT

Historical Resources Department

**PINEWOOD CEMETERY ADVISORY BOARD MEETING
Minutes of November 5, 2012, 3:30 p.m.
Historical Resources Department
2327 Salzedo Street, Second Floor, Coral Gables, Florida 33134**

MEMBERS	D	J	F	M	A	M	J	J	A	S	O	N	APPOINTED BY:
	11	12	12	12	12	12	12	12	12	12	12	12	
Patricia "Pat" Clarke	+	P	P	P	P	+	+	P	+	P	+	P	Mayor Jim Cason
Julie Petrella Arch*	+	P	P	P	P	+	+	E	+	P	+	P	Vice-Mayor William H. Kerdyk, Jr.
Kate Taylor	+	P	P	P	P	+	+	P	+	P	+	P	Commissioner Maria Anderson
Joyce Thompson	+	P	P	P	P	+	+	P	+	P	+	P	Comm. Rafael "Ralph" Cabrera, Jr.
Al Smith*	+	E	E	E	P	+	+	P	+	P	+	P	Comm. Frank C. Quesada
Kemal Rajib	+	P	P	E	P	+	+	P	+	E	+	P	City Manager
Louan Zagarino	+	E	E	P	P	+	+	P	+	P	+	P	Board-as-a-Whole Appointee

STAFF IN ATTENDANCE:

Dona M. Spain, Historic Preservation Officer
Kara N. Kautz, Assistant Historic Preservation Officer

**A = Absent; P = Present; E = Excused
+ = No Meeting; * = New Appointment
- = Resigned Member**

RECORDING SECRETARY/PREPARATION OF MINUTES: Nancy C. Morgan, Coral Gables Services, Inc.

CALL TO ORDER: Ms. Zagarino called the meeting to order at 3:30 p.m. Board members introduced themselves, and new Board member, Julie Petrella Arch (replacing Board member, Tim Crowther) was welcomed.

Discussion ensued regarding Mr. Crowther's years of excellent service to the City. Ms. Spain will research the possibility of a proclamation and suggested presentation of a plaque at the 2013 Pioneer Day event.

A motion was made, seconded and unanimously passed to send a letter of appreciation to Mr. Crowther along with a City proclamation, if possible.

I. MINUTES OF THE SEPTEMBER 10, 2012 MEETING:

A motion was made and unanimously passed to approve the minutes of the September 10, 2012 Board meeting as presented.

II. OLD BUSINESS:

Grave Markers: The Villagers approved one half the grant amount requested in the application prepared by Ms. Taylor. The \$2500 grant will be used to install additional grave stones. Board members discussed several graves for the installations. A bench honoring the Larkin family plot (originally in Pinewood; later moved to another location by family) was suggested. A decision was made to research the cost of markers for the following: Katherine Perkins (#229), the Peacock child ((#224), the Dowling family (#101, 102, 103, 104), Delia Branam (#46); a total of seven. Staff will mark the plot legend with the names of the stones installed in each plot.

Tree Markers: Plant Creations, an approved City vendor who installed markers at Merrick House, can produce markers similar to those preferred by the Board, but less expensive. It was reconfirmed that 70 tree markers are needed.

A motion was made, seconded and unanimously approved to order 70 tree marker stakes and signage as previously approved through Plant Creations via Public Service Director Dan Keys.

III. NEW BUSINESS:

2013 Pioneer Day: Pioneer Day is scheduled for Saturday, March 9, 2013 and will be included in the Dade Heritage Trust calendar. The program planned for the weather-cancelled 2012 Pioneer Day will be presented on March 9th.

NEXT MEETING: Monday, January 14, 2013, 3:30 p.m., Historical Resources Department Conference Room.

There being no further business to come before the Board, the meeting adjourned at 4:45 p.m.

Respectfully submitted,



Dona M. Spain
Historic Preservation Officer and Secretary to the Board