



The City of Coral Gables

Historical Resources Department

PINEWOOD CEMETERY ADVISORY BOARD MEETING

Minutes of January 6, 2014, 3:30 p.m.

Historical Resources Department

2327 Salzedo Street, Second Floor, Coral Gables, Florida 33134

MEMBERS	F 13	M 13	A 13	M 13	J 13	J 13	A 13	S 13	O 13	N 13	D 13	J 14	APPOINTED BY:
Patricia "Pat" Clarke	-	P	+	P	+	+	+	+	+	+	+	P	Mayor Jim Cason
Julie Petrella Arch*	-		+	E	+	+	+	+	+	+	+	P	Vice-Mayor William H. Kerdyk, Jr.
Jaye Turnbull	-		+		+	+	+	+	+	+	+	P	Commissioner Pat Keon
	-	P	+		+	+	+	+	+	+	+		Commissioner Vince Lago
Al Smith	-	P	+	A	+	+	+	+	+	+	+	E	Comm. Frank C. Quesada
Kemal Rajib	-	E	+	P	+	+	+	+	+	+	+	P	City Manager
	-		+		+	+	+	+	+	+	+		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: Vice Chair Clarke called the meeting to order at 3:45 p.m. Board members stated their names for the record. Ms. Kautz noted the schedule for 2014 quarterly Board meetings (beginning at 3:30 p.m.): January 6, April 21, July 21, October 20.

MEETING ATTENDANCE:

A motion was made and unanimously passed to excuse the absence of Mr. Smith at today's meeting.

A motion was made and unanimously passed to excuse the absence of Ms. Petrella Arch at the May 13, 2013 meeting.

MINUTES OF THE MAY 13, 2013 MEETING:

Commissioners will be corrected to reflect the recent election, replacing former Commissioners Maria Anderson and Ralph Cabrera, Jr. with Commissioners Pat Keon and Vince Lago.

A motion was made and unanimously passed to approve the minutes of the May 13, 2013 Board meeting as amended.

BOARD CHAIR/VICE CHAIR ELECTIONS:

A motion was made and unanimously passed to nominate Ms. Clarke as Board Chair.

A motion was made and unanimously passed to nominate Ms. Turnbull as Board Vice Chair.

OLD BUSINESS:

Grave Markers: Regarding Charlie Munroe's wish to install a marker on cemetery plots owned by the Munroe family, Ms. Spain will contact Mr. Kamercia to discuss memorial details and Ms. Clarke will contact Mr. Munroe to update him on progress.

Tree Markers: Ms. Kautz reported that a purchase order was opened with \$1,800 to cover the cost of tree marker replacement. The list is being finalized, after which the markers will be ordered. Staff will install them.

NEW BUSINESS:

Pioneer Day: Saturday, March 8, 2014, from 10 a.m. to Noon, was confirmed as this year's date for Pioneer Day. The program will follow last year's format, with various Board members, staff and knowledgeable friends of the cemetery providing stories of interred families/individuals. Boy Scouts will be invited to participate, and Ms. Zagarino will be asked to serve as mistress of ceremony.

Ms. Kautz distributed a three-page history written by Doug Westberry, and summarized the story of Mr. Westberry's family history and research, which revealed the purchase in the 1920s of a family plot in Pinewood Cemetery by James A. Westberry, where two of his children (stillborn infant girls born in 1928 and 1931) were buried. The infants were daughters of James Westberry and first wife, Lura (who died two days after the birth); and Mr. Westberry's second wife, Alice. Doug Westberry (descendent of James and the family-historian author of the written history) confirmed through a chain of research, events and conversations that the Westberry babies' unmarked graves were indeed in Pinewood. Mr. Westberry's research led him to local, knowledgeable contacts including Harriet Liles, Ms. Kautz and Louann Zagarino (former chair of the Pinewood Cemetery Advisory Board). Through conversations with these individuals, Mr. Westberry contacted Jim Comercia at Gateway Monument Company to prepare grave markers. Mr. Comercia relayed to Mr. Westberry a cost of \$950 to manufacture and install the grave markers. Mr. Westberry wrote the three-page family history as part of his request to family members to donate to cover the expense. Ms. Kautz suggested Board consideration of using funds from the Pinewood Cemetery fund to pay for the grave markers.

A motion was made and passed to contribute up to \$950 from the Pinewood Cemetery fund for the cost of the manufacture and installation of grave markers for the two infant girls' graves by Gateway Monument Company.

The Westberry family will be invited to participate in Pioneer Day. Ms. Clarke will invite Harriet Liles to attend, and invite the Rev. Dr. Laurinda Hafner, Coral Gables Congregational Church, to deliver the invocation.

Ms. Kautz will review the Pinewood plot map, and devise a plan for Board members and others to present the known history about various people buried in the cemetery.

NEW BUSINESS:

Board-as-a-Whole Appointee: Board members will consider appropriate candidates to serve on the Board and make their recommendations at the next meeting.

NEXT MEETING: Monday, February 10, 2014, 3:30 p.m., Historical Resources Department Conference Room.

There being no further business to come before the Board, the meeting adjourned at 4:23 p.m.

Respectfully submitted,



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