

CORAL GABLES MERRICK HOUSE GOVERNING BOARD MEETING

Regular Meeting Minutes of May 18, 2009

Coral Gables Merrick House

907 Coral Way, Coral Gables, Florida 33134

MEMBERS	J	J	A	S	O	N	D	J	F	M	A	M	COMMISSIONERS
Barbara Reese	P	-	P	P	P	P	P	E	E	P	A	P	Mayor Donald D. Slesnick, II
Margaret Steele	E	-	P	P	P	P	P	P	P	P	P	P	Vice-Mayor William H. Kerdyk, Jr.
Jany Marchena	P	-	P	P	P	E	A	P	E	P	P	A	Comm. Maria Anderson
Olga Baquero-Lima	P	-	E	P	P	P	P	P	E	P	P	E	Comm. Rafael "Ralph" Cabrera, Jr.
Laura Yusko	P	-	P	P	P	P	P	P	P	P	P	P	Comm. Wayne "Chip" Withers
Marie Vacca	P	-	P	P	P	P	E	P	P	P	P	P	Board Appointee
Sondra Space	P	-	P	P	P	P	P	P	P	P	P	E	City Manager

STAFF IN ATTENDANCE:

Simone Chin, Historical Resources Department

A = Absent

E = Excused

P = Present

*** = Special Meeting**

- = No Meeting

^ = New Member

+ = Resigned

RECORDING SECRETARY: Nancy C. Morgan, Coral Gables Services, Inc.

Chair Yusko called the meeting to order at 8:55 a.m.

Meeting Attendance:

Ms. Vacca made a motion to excuse the absence of Olga Baquero-Lima. The motion was approved.

Minutes of April 27, 2009 Board Meeting:

Ms. Vacca made a motion to approve the April 27, 2009 Board meeting minutes as written. The motion passed.

Committee Reports:

None.

House Report:

Ms. Chin reported the following April House activity:

- April visitors: 27 adults, 6 senior citizens, 7 students
- Trust Fund balance as of April 24, 2009: \$45,506.73
- DAR rental: proceeding well
- Second story floor renovation: two estimates were requested; Public Works (Dallas Brown) is assisting with the project.
- Michelle Reeves, the picture framer, is working on the Solomon Merrick painting project.
- Business Interiors/Lucille McKey proposal: A memo regarding an issue between Business Interiors and the Procurement Department was sent to the City Attorney for response (pending).

Ms. Yusko asked Ms. Chin to arrange for the deposit of House cash box money.

Old Business:

Donation Policy:

Ms. Chin reported that Board revisions were incorporated into the policy document. The draft was again comprehensively reviewed and discussed by the Board. Additional revisions were made, and an updated version will be reviewed at the next meeting.

Ms. Space made a motion to approve revisions made to the donation policy, which was unanimously passed.

Ms. Chin received all document revisions, which will be incorporated by staff prior to the June meeting.

House Brochure:

An original photograph of the House needs to be scanned and given to Goosepen Press. The original photograph may be in an album in the Historical Resources office. Locating and scanning the photograph was deemed a priority. Ms. Space will search for the photograph and follow up.

Signage:

Ms. Chin reported that one bid was submitted for signage. Two additional bids are needed. Board members expressed frustration about the lack of progress on this and other projects.

Refrigerator:

Ms. Chin relayed options for purchasing the refrigerator. Funding, costs and vendors were discussed.

Ms. Space made a motion to purchase the Brands Mart side-by-side refrigerator/freezer (previously examined and recommended by two Board members) using a portion of the City funds (\$15,000) allocated for the kitchen renovation, which passed.

Ms. Chin will follow up on requirements for the tax-exempt purchase of the refrigerator/freezer from Brands Mart. Specifications and delivery/haul-away charges were discussed.

New Business:

House 100th Anniversary Celebration: Ideas and suggestions were proposed by Board members as follows:

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- Schedule a year of celebration, to include a lecture series, concert series, and similar events that attract people and activity, culminating with the Gala.
- A planning committee needs to be formed. Ms. Reese volunteered to serve on the committee to the extent she can.
- Additional ideas will be brought to the June meeting.

Budget/Annual Report Discussion: A discussion was held about the Board's annual report and budget. Budget issues will be addressed at the June meeting.

Meeting Schedule:

Ms. Reese made a motion to recommend that the Board meet the third Monday in June, and not again until August (August 17). The motion passed.

Ms. Yusko will notify Ms. Kautz via e-mail of issues to be addressed at the June meeting, which will include:

- Budget issues and figures.
- Board appointee suggestions (with knowledge of the proposed members' backgrounds and interest in serving).
- All old business items.

Meeting Notice:

It was reported that the Coral Gables Gazette lists Merrick House meetings at the incorrect time and venue.

Next Meeting: Monday, June 15, 2009, 8:45 a.m., Merrick House.

There being no further business, the meeting adjourned at 10:20 a.m..

Respectfully submitted,

Kara N. Kautz
Historic Preservation Officer