

**CORAL GABLES MERRICK HOUSE GOVERNING BOARD MEETING**  
**Regular Meeting Minutes of April 7, 2008**  
**Coral Gables Merrick House**  
**907 Coral Way, Coral Gables, Florida 33134**

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

**STAFF IN ATTENDANCE:**

Kara Kautz, Historic Preservation Officer

**A = Absent**

**E = Excused**

**P = Present**

**\* = Special Meeting**

**- = No Quorum**

**^ = New Member**

**+ = Resigned**

**RECORDING SECRETARY:** Wanda Clark/Nancy Morgan, Coral Gables Services, Inc.

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Vice Chair Vacca called the meeting to order at 8:50 a.m.

**Minutes of the Board Meeting of March 3, 2008:**

**Ms. Space made a motion to approve the March 3, 2008 meeting minutes as presented. The motion was approved.**

**Committee Reports:**

**Recognition**

Ms. Baquero-Lima prepared a letter for Jason Gilley, recognizing his efforts toward the success of Merrick Day at the Famer’s Market on March 8, 2008. Board members discussed sending a thank you gift and card to accompany the letter.

**Ms. Space made a motion to collect a \$100 cash gift from Board members to accompany a thank you card and letter to Jason Gilley. The motion was approved.**

Chair Yusko arrived at 9:05 a.m.

**House Report:**

Ms. Kautz provided the following report:

- Total visitor attendance at Merrick House since the last board meeting: 38. (Does not include house rental.)
- Trust Fund balance: \$50,344.73
- House rental: DAR monthly meeting with no incidents reported.
- Solomon Merrick painting conservation was completed and the painting returned to the House. After framing, the Merrick House will hold a donor reception to unveil the painting, which will also include a lecture from the conservator.

The conservator is in possession of the Denman Fink painting. Approximately \$8000 is needed for its restoration, none of which has been collected at present.

Ms. Kautz distributed invitations to the Coral Gables Museum “Demolition, Denim & Diamonds” fund raiser event. She also announced that Arva Parks will conduct a trolley tour of the City’s Craft Section on Saturday, April 26, 2008.

**Old Business:**

**Merrick House Brochures:**

Ms. Yusko demonstrated Goosepen’s website portfolio, a design company with experience in design creation for historical places. Goosepen’s quote for one brochure design is \$1200, with a mockup prepared within one month of payment. The brochure will be printed locally. A second bid has been received verbally.

**Ms. Reese made a motion to move ahead with the brochure pending receipt of a third bid. The motion was approved.**

**Signage:**

Ms. Kautz reported no response to date from Procurement and will follow up with them prior to the next Board meeting.

**Stanchions:**

As stanchion alternatives have not been investigated, this item was postponed to the next meeting, pending Board member research on suppliers.

**New Business:**

**Summer meeting schedule:** Board members reviewed scheduled meetings and general events for the rest of the calendar year, with a tentative schedule with budget to be established at the May meeting. Ms. Kautz will schedule a donor appreciation reception for the restored Solomon Merrick painting with an effort to include Rustin Levenson, the painting conservator.

**Ms. Baquero-Lima made a motion to cancel the July meeting. The motion was approved.**

**Ms. Marchena made a motion to hold September's meeting on the 8<sup>th</sup> instead of the 1<sup>st</sup>. The motion was approved.**

**Donation offer:** Ms. Kautz reported on a donation offer of a pre-Civil War bell from Roxcy Bolton. Board members expressed their appreciation at the donation and agreed that there was a definite need to establish a collections acquisition policy.

**Ms. Steele made a motion to refuse the offer of a donated pre-Civil War bell, with an expression of sincere appreciation to the donor. The motion was approved.**

**2009 Fundraiser event:** Board members discussed the potential of a 2009 fundraising event. Ms. Reese will chair the event with Ms. Vacca assisting. Ms. Reese suggested clearly indicating to donors how funds raised from the event would be used in the future.

**Ms. Marchena made a motion to allocate \$2000 from the Trust Fund to initiate conservation work on the Denman Fink painting. The motion was approved.**

**House use request:** The Coral Gables Garden Club has requested to use the Merrick House for the refreshment portion of their tour on December 1<sup>st</sup>. After Board discussion, it was agreed that the organization would need to complete a use application and the item would be discussed at the next meeting.

**Discussion Items:**

**Transition of duties at Merrick House:** Ms. Kautz explained the transition of Merrick House duties, reporting that the City will be searching for an archivist, with no curatorial position being created. After discussion, Board members agreed to provide assistance to Ms. Kautz in docent recruitment and public relations efforts.

Ms. Kautz stated that the Althea Merrick gravestone marker will be purchased by Baptist Hospital.

**Items from the Secretary:**

No items from the Secretary.

**Next Meeting: Monday, May 5, 2008, 8:45 a.m., at Merrick House.**

The meeting adjourned at 10:35 a.m.

Respectfully submitted,

Kara N. Kautz  
Historic Preservation Officer