



The City of Coral Gables

Historical Resources Department

CORAL GABLES MERRICK HOUSE GOVERNING BOARD MEETING

Meeting Minutes of February 3, 2014, 8:30 a.m.

Coral Gables Merrick House

907 Coral Way, Coral Gables, Florida 33134

MEMBERS	M	A	M	J	J	A	S	O	N	D	J	F	APPOINTED BY:
	13	13	13	13	13	13	13	13	13	13	14	14	
Michelle Moskowitz				-		P	A	P	P**	P	P	E	Mayor Jim Cason
Daisy Baez	P	P	P	-	P	P	P	E	P**	P	E	E	Vice-Mayor William H. Kerdyk, Jr.
Marlin Ebbert^				-	P	P	P	P	P	P	E	P	Commissioner Pat Keon
Ana Lam^						P	P	P	E	P	P	P	Commissioner Vince Lago
Laura Yusko	P	P	P	-	E	E	P	P	P	E	P	P	Commissioner Frank C. Quesada
Joanne Meagher	P	E	P	-	E	P	P	P	P	P	P	P	Board Appointee
Susan Rodriguez	A	P	P	-	P	P	P	P	P	P	P	P	City Manager

STAFF IN ATTENDANCE:

Kara N. Kautz, Assistant Historic Preservation Officer
Emily Ahouse, Historic Preservationist

A = Absent

P = Present

- = No Meeting

+ = Resigned Member

E = Excused

* = Special Meeting

^ = New Member

** Ms. Moskowitz left at 9:00 a.m.; Ms. Baez left at 9:40.

MEETING RECORD / MINUTES PREPARATION: Nancy C. Morgan, Coral Gables Services, Inc.

Ms. Yusko called the meeting to order at 8:40 a.m. Meeting attendance was stated for the record.

MEETING ATTENDANCE:

A motion was made by Ms. Ebbert, seconded by Ms. Lam and unanimously passed to excuse the meeting absences of Ms. Baez and Ms. Moskowitz.

APPROVAL OF MINUTES OF MEETING HELD JANUARY 6, 2014:

Attendance for the January 6, 2014 meeting will be corrected to show Ms. Rodriguez present.

A motion was made by Ms. Meagher, seconded by Ms. Ebbert and unanimously passed to approve the minutes of the January 6, 2014 meeting as revised.

COMMITTEE REPORTS:

January 12, 2014 Solomon's Fruit Festival: After agreeing on the success of the event, consensus was reached to have a treasurer for each of Sunday event. Ms. Rodriguez volunteered to serve in that capacity for February. Food truck owners and vendors were pleased with results of their participation. Total revenue, including House tours, was \$538.00.

February 9, 2014 Eunice Peacock & George Merrick's Wedding Celebration: Ms. Meagher led discussion and determination of event details.

March 9, 2014 Merrick Art Festival: Ms. Rodriguez will finalize details for this event, to be discussed at the next meeting.

A motion was made by Ms. Lam, seconded by Ms. Ebbert and unanimously passed to change the March meeting date from March 10th to March 3rd.

HOUSE REPORT: January 2014 House activity:

- Total visitors in January: 17 adults; 8 seniors; 3 students; 2 youth; 1 child; plus 101 or 103 tour-taking visitors during the January 12th House event.
- Community service credit will be provided for high school students who participate as volunteers during Sundays on the Porch with George (SOTPWG) events. Ms. Rodriguez will create a sign-in sheet to record students' service.
- Docent recruitment opportunity: When board members make announcements during SOTPWG events, they will request docent volunteers.
- Event costs versus revenue: Ms. Kautz recommended the board establish a budget for each 2014/2015 event, which the chairing board member will manage. She provided the City's budgetary parameters.
- Trust fund balance: \$22,835.15 (expenditure account); \$-0- (revenue account)
- House rental requests: None
- A \$100 donation was received from the leader of an arranged group tour that occurred in March 2013.
- Roxcy O'Neal Bolton Fund for exterior maintenance: \$4,839.00 (unchanged).

OLD BUSINESS:

Tables and Chairs: Ms. Meagher presented the results of her research to purchase chairs and tables, and submitted data to staff. After discussion, it was agreed that Ms. Kautz would secure three quotes by the next meeting.

A motion was made by Ms. Ebbert, seconded by Ms. Lam and unanimously passed to secure three bids for 150 white resin chairs, including all charges.

Tables will not be purchased at this time.

Coral Rock Wall: Ms. Yusko requested forward movement on the project to construct a coral rock wall around the perimeter of the property, a previous goal established by the board. Ms. Kautz will provide cost and vendor information at the next meeting.

NEW BUSINESS:

Docent Appreciation: Ms. Ebbert suggested hosting a volunteer appreciation lunch or dinner on the porch of the House.

Coral Gables Community Foundation: Ms. Kautz will contact the Community Foundation office to clarify information about a Merrick House fund.

House Inventory: Discussion was held regarding the inventory tags on House furnishing. Ms. Kautz noted that the tags were part of an accession system and that items were cross-referenced with accession files and noted in the docent handbooks. A copy of the docent handbook will be distributed to each Board member. Other suggestions included having a laminated sign containing a furnishings inventory for each room, which could also lay a foundation for future self-guided tours.

Villagers Grants: Ms. Ebbert recommended the board apply for a Villagers grant every October 1st.

Historical Designation of Coral Way: Ms. Kautz announced that the Historic Preservation Board would consider historic designation for Coral Way between Anderson Avenue and Alhambra Circle.

NEXT MEETING: Monday, March 3, 2014, 8:30 a.m.

There being no further business, the meeting adjourned at 9:50 a.m.

Respectfully submitted,



Dona M. Spain
Historic Preservation Officer