

**PINEWOOD CEMETERY ADVISORY BOARD MEETING**

**Minutes of May 10, 2010, 4:00 p.m.**

**405 Biltmore Way, Conference Room**

**Coral Gables, Florida**

**MEMBERS**

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**COMMISSIONERS**

Patricia "Pat" Clarke	+	+	+	P	+	P	+	P	P	P	+	P	Mayor Donald D. Slesnick, II
Tim Crowther	+	+	+	P	+	P	+	P	P	P	+	P	Vice-Mayor William H. Kerdyk, Jr.
Sandra Cummings	+	+	+	P	+	P	+	P	P	E	+	P	Commissioner Maria Anderson
Joyce Thompson*	+	+	+	-	+	P	+	P	P	E	+	P	Comm. Rafael "Ralph" Cabrera, Jr.
Father Sean O'Sullivan	+	+	+	P	+	P	+	E	A	P	+	P	Comm. Wayne "Chip" Withers
Kemal Rajib	+	+	+	P	+	P	+	E	P	P	+	P	City Manager
Louan Zagarino	+	+	+	P	+	P	+	P	P	P	+	P	City Commission

**A = Absent**

**P = Present**

**E = Excused**

**+** = No Meeting

**\*** = New Appointment

**-** = Resigned Member

**STAFF IN ATTENDANCE:**

Simone Chin, Historic Preservation Administrator

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

**CALL TO ORDER:** Ms. Zagarino called the meeting to order at 4:13 p.m.

**I. APPROVAL OF MINUTES OF THE REGULAR MEETING OF FEBRUARY 8, 2010 AND THE SPECIAL MEETING OF March 1, 2010:**

A motion was made and passed to approve minutes of the regular meeting of February 8, 2010.

A motion was made and passed to approve minutes of the special meeting of March 1, 2010.

**II. OLD BUSINESS:**

**Meeting Minutes/Agenda:** Ms. Zagarino requested receipt of the meeting minutes and agendas one week in advance of Board meetings.

**Pioneer Day:** Comments and reports about the March 20<sup>th</sup> event were as follows:

- The proceedings were smooth, the weather was beautiful, the Scouts were proficient and the event was well publicized by Gables Homepage and The Miami Herald.
- Ms. Cummings was praised for photographing the event. She suggested digitizing the articles, photographs and records and featuring them on the City's web site.
- Additional seating needs to be furnished for next year's event.

- The City's television station will air its taping of the event.
- Nearly \$2,000 was donated on Pioneer Day, and the D.A.R. donated \$500 for a bench honoring Harriet Liles.

**Grave Markers:**

Ms. Zagarino read a letter from Jim Kamercia (Gateway Monument) requesting payment for memorial projects in advance due to the length of time it takes to receive payment.

**A motion was made and unanimously passed to include a two-thirds payment with signed Gateway Monument contracts, paying the final one-third upon completion of the work.**

Ms. Zagarino proposed that Gateway be hired to create the following monuments:

- William Parker
- William Fletcher Freeman
- Hiram Edwards
- Leona Edwards
- Idella A. Parker
- Lillian Grant Freeman
- Herman Kanis
- Miriam Louise Amos (The C.A.R. will donate the monument for a child and the trust fund will pay for the inscription.)
- Total for the eight stones: \$3,704

**A motion was made and unanimously passed to expend \$3,704 of the remaining \$12,310 in the trust fund on eight grave monuments, including engraving and installation, as reviewed and discussed.**

**Villagers Bench Plaque:** Ms. Chin reported that the Villagers' logo and crest cannot be manufactured on the bench plaque due to the size of the letters. Ms. Zagarino advised that the plaque honoring the Villagers must be exactly like the one used on a Merrick House bench.

**III. NEW BUSINESS:**

**Cemetery Gates:** Father O'Sullivan requested an update regarding cemetery gates. Mr. Crowther reviewed the history of the issue. Ms. Kautz will be asked to research the status.

**Gravesite Items:** The Board discussed the condition of plastic flowers, flags and other manufactured artifacts placed at various gravesites, and agreed they should be removed before they show wear.

**IV. BOARD ITEMS/CITY PROJECTS UPDATE:**

**Historical Resources Department:** Ms. Chin advised that the department would be moving their offices to the Coral Gables Museum building during the late summer.

**Coral Gables Library:** An application for local historic designation for the Library has been filed and will be heard by the Historic Preservation Board at its May meeting.

**The next meeting will be held Monday, July 12, 2010 at 4:00 p.m. Thereafter, meetings will be held September 13 and November 8, 2010.**

There being no further business to come before the Board, the meeting adjourned at 5:35 p.m.

Respectfully submitted,

Kara N. Kautz  
Historic Preservation Officer and Secretary to the Board