



CORAL GABLES MERRICK HOUSE GOVERNING BOARD MEETING
Meeting Minutes of February 12, 2018 8:30 a.m.
Historical Resources & Cultural Arts Department
2327 Salzedo Street, 2nd Floor, Coral Gables, Florida 33134

<p><i>Historical Resources & Cultural Arts</i></p> <hr/> <p>2327 SALZEDO STREET CORAL GABLES FLORIDA 33134</p> <p>☎ 305.460.5093 ✉ hist@coralgables.com</p>	<p>MEMBERS</p> <p>Ada “Adi” Busot Margaret Meeks Ana Lam Barbara Reese Joanne Meagher Susan Rodriguez Kris Matteson Charlton</p>	<table border="0"> <tr> <td>F</td><td>M</td><td>A</td><td>M</td><td>J</td><td>J</td><td>A</td><td>S</td><td>O</td><td>N</td><td>D</td><td>J</td><td>F</td> </tr> <tr> <td>17</td><td>17</td><td>17</td><td>17</td><td>17</td><td>17</td><td>17</td><td>17</td><td>17</td><td>17</td><td>17</td><td>18</td><td>18</td> </tr> </table>	F	M	A	M	J	J	A	S	O	N	D	J	F	17	17	17	17	17	17	17	17	17	17	17	18	18	<p>APPOINTED BY:</p> <p>Mayor Raul Valdés-Fauli Vice-Mayor Pat Keon Comm. Vince Lago Comm. Michael Mena Comm. Frank Quesada E City Manager A Board-as-a Whole</p>
F	M	A	M	J	J	A	S	O	N	D	J	F																	
17	17	17	17	17	17	17	17	17	17	17	18	18																	

LEGEND: A = Absent; P = Present; E = Excused; * = New Member; ^ = Resigned Member;
- = No Meeting; # = Late meeting arrival;

STAFF:

Kara N. Kautz, Assistant Historic Preservation Officer
ElizaBeth Guin, Historic Preservation Coordinator
Yesenia Diaz, Administrative Assistant

RECORDING SECRETARY/PREPARATION OF MINUTES: Yesenia Diaz, Administrative Assistant, Historical Resources & Cultural Arts Department

The meeting was called to order by Chair Meagher at 8:46 a.m. and attendance was stated for the record.

MEETING ATTENDANCE:

A motion was made by Ms. Lam and seconded by Ms. Meeks to excuse the absence of Ms. Rodriguez. The motion was unanimously approved.

APPROVAL OF MINUTES OF MEETING HELD JANUARY 8, 2018:

A motion was made by Ms. Meeks and seconded by Ms. Lam to approve the minutes of January 8, 2018 as written. The motion was unanimously approved.

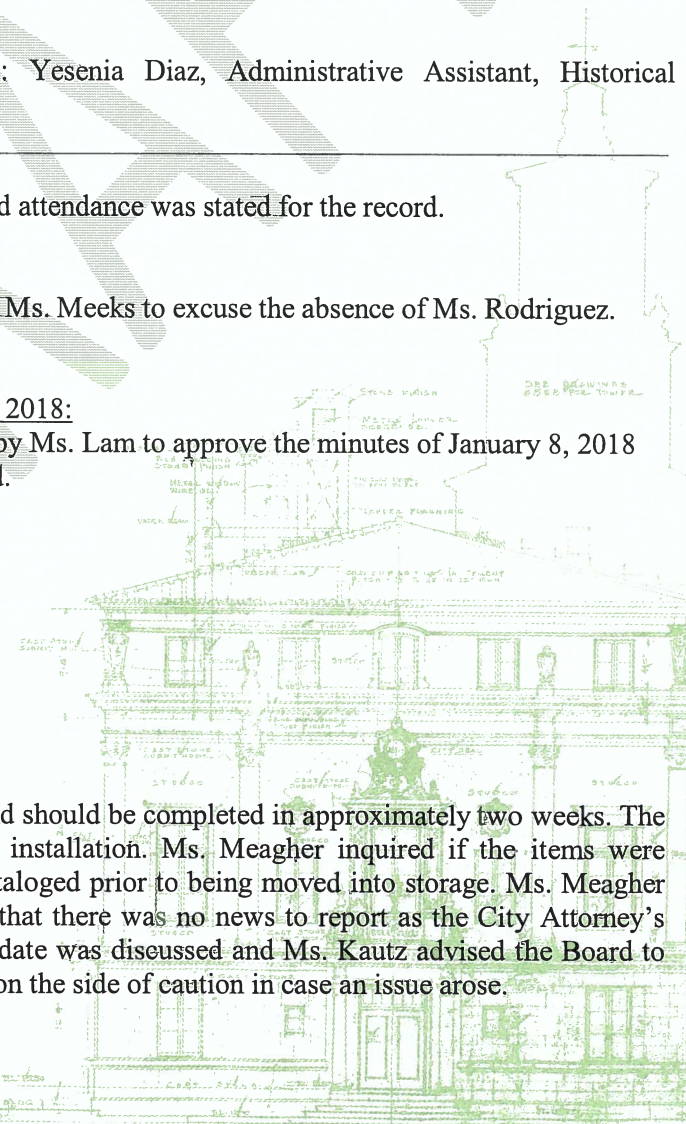
COMMITTEE REPORTS: None

HOUSE REPORT:

February 2018, Ms. Kautz reported the following:

- Total visitors: None, the House has not reopened.
- Trust Fund Balance: \$25,771.00.
- Roxy O’Neal Bolton Fund: \$4,939 (unchanged).

Ms. Kautz reported that the security system was being installed and should be completed in approximately two weeks. The landscaping is still pending completion of the security camera installation. Ms. Meagher inquired if the items were cataloged and Ms. Kautz informed that all the items had been cataloged prior to being moved into storage. Ms. Meagher inquired about the contractor issue and the Board was informed that there was no news to report as the City Attorney’s office is handling the issue. The selection of picking an opening date was discussed and Ms. Kautz advised the Board to delay the selection until the security cameras were installed to err on the side of caution in case an issue arose.



Ms. Reese brought up her concern about the landscaping near the parking lot and the mulch which limited parking on the swale. Ms. Meagher complimented the new parking lot. Ms. Busot asked if there would be parking hours.

OLD BUSINESS: None.

NEW BUSINESS:

Docent Application: Ms. Meagher informed the Board that she had submitted an application to become a docent but had not heard back from the City. Ms. Kautz would follow up with Laura Yusko on the status. Ms. Meagher informed the Board that she would follow up in regard to the vintage bicycles and cars for the opening.

Parking Passes: The Board was presented with their parking passes and Ms. Reese inquired if they can be used at the parking garage. Ms. Kautz explained that they were to be used when parking at City Hall.

CITY PROJETS: None.

BOARD DISCUSSION:

Event Grand Re-Opening Date Discussion: Ms. Reese inquired about the anticipated date for the Merrick House opening event. Ms. Kautz explained that it was estimated for the landscaping to be finished in three weeks along with the security camera work. She informed the Board that the plan was designed by the City's Landscape Project Coordinator, Deena Bell-Llewellyn and showed the Board the prepared plans.

Family Tree Reference: Ms. Busot suggested having a Merrick family tree somewhere in the House. Ms. Kautz noted that the Department has one that was used for reference. Ms. Meeks inquired as to what was going to be displayed on the porch aside from the wicker furniture. Ms. Kautz explained that the brochure holder requested by the Board would be placed on the porch.

ITEMS FROM THE SECRETARY: None

NEXT MEETING: Monday, March 12, 2018 at 8:30 a.m.; Merrick House, 907 Coral Way.

ADJOURNMENT: There being no further business, the meeting adjourned at 9:06 a.m.

Respectfully submitted,



Dona M. Spain
Historical Resources and Cultural Arts Director