



The City of Coral Gables

DRAFT

Historical Resources Department

PINEWOOD CEMETERY ADVISORY BOARD MEETING
Minutes of January 14, 2013, 3:30 p.m.
Historical Resources Department
2327 Salzedo Street, Second Floor, Coral Gables, Florida 33134

Table with columns for MEMBERS, months (F, M, A, M, J, J, A, S, O, N, D, J), and APPOINTED BY. Rows list members like Patricia 'Pat' Clarke, Julie Petrella Arch*, etc., with attendance status (P, E, +, -) for each month.

STAFF IN ATTENDANCE:

Dona M. Spain, Historic Preservation Officer
Kara N. Kautz, Assistant Historic Preservation Officer

A = Absent; P = Present; E = Excused
+ = No Meeting; * = New Appointment
- = Resigned Member

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

CALL TO ORDER: Ms. Zagarino called the meeting to order at 3:33 p.m. Board members stated their names for the record. Ms. Spain introduced Emily Ahouse, Historic Preservationist who recently joined the Department.

Ms. Zagarino said this was likely her last meeting with the Board as she would be moving outside the City. She was encouraged to remain active with the Board through the Pioneer Day event (March 9, 2013).

I. MINUTES OF THE NOVEMBER 5 10, 2012 MEETING:

A motion was made and unanimously passed to approve the minutes of the November 5, 2012 Board meeting as presented.

II. OLD BUSINESS:

Grave Markers: With approval of the \$2,500 grant provided by The Villagers, Ms. Zagarino met with Jim Komercia and reviewed proposed grave markers for which she requested an estimate. Proposed markers include Katherine Richardson Perkins, Mary E. Freeman Dowling, Lola Hayes Dowling, Daniel Drew Dowling, Corrine Dowling, Delia Blythe Branam and infant, Walter M. Scott, and Robert Early King. With \$6,100 in the Board's trust fund, it was agreed to also reconstruct the broken grave marker for the male Peacock child. Ms. Zagarino will endeavor to get these grave markers completed and installed prior to Pioneer Day.

Tree Markers: The Cemetery's tree marker/bench inventory needs to be updated and/or verified to be certain all items are included. The new tree markers were ordered and, when delivered, will be installed by City employees.

III. NEW BUSINESS:

Pioneer Day – March 9, 2013: Board members will review and update the list of Pioneer Day invitees. Added to the front of the invitation will be a message for attendees to wear comfortable, close-toed shoes. Additional details confirmed: The event is on the Mayor's calendar; the schematic of the Cemetery will be laminated for event guests; Ms. Clarke will contact Charlie Munroe; Staff will contact the C.A.R., Boy Scouts and Father O'Sullivan; a special presentation will be made during the program; Ms. Clarke and Ms. Thompson will provide flowers; Harriet Liles' book will be available for sale; the Villagers will be thanked for their generous grant in the program, and the South Miami Garden Club will also be thanked for donating a bench.

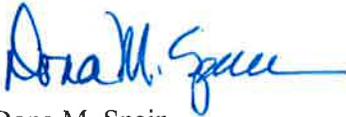
Coral Gables Garden Club: Ms. Clarke reported that the Garden Club will vote at its February Board meeting to approve donating a bench, labeled with the Club's name, to the Cemetery.

A motion was made, seconded and unanimously approved to plant a tree in the south end of the Cemetery as an expression of appreciation to The Villagers for their grant. A tree marker will note the 2012 grant donation.

NEXT MEETING: Monday, March 4, 2013, 3:30 p.m., Historical Resources Department Conference Room.

There being no further business to come before the Board, the meeting adjourned at 4:55 p.m.

Respectfully submitted,



Dona M. Spain
Historic Preservation Officer and Secretary to the Board