



The City of Coral Gables

Historical Resources Department

PINEWOOD CEMETERY ADVISORY BOARD MEETING

Minutes of January 9, 2012, 4:00 p.m.

Pinewood Cemetery

Erwin Road at Sunset Drive, Coral Gables, Florida 33143

MEMBERS	F	M	A	M	J	J	A	S	O	N	D	J	APPOINTED BY:
	11	11	11	11	11	11	11	11	11	11	11	12	
Patricia "Pat" Clarke	+	P	+	+	+	+	+	E	+	P	+	P	Mayor Jim Cason
Tim Crowther	+	P	+	+	+	+	+	P	+	P	+	P	Vice-Mayor William H. Kerdyk, Jr.
Kate Taylor*	+		+	+	+	+	+	P	+	P	+	P	Commissioner Maria Anderson
Joyce Thompson	+	P	+	+	+	+	+	P	+	P	+	P	Comm. Rafael "Ralph" Cabrera, Jr.
Al Smith*	+		+	+	+	+	+		+	P	+	E	Comm. Frank C. Quesada
Kemal Rajib	+	P	+	+	+	+	+	P	+	P	+	P	City Manager
Louan Zagarino	+	P	+	+	+	+	+	P	+	E	+	E	Board-as-a-Whole Appointee

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

STAFF IN ATTENDANCE:

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

GUEST: Donna Dowling Gilbert, granddaughter of John Perry Dowling, Sr. and Clifford Palmer Hayes, both of whom are buried within Pinewood Cemetery. Ms. Gilbert briefly met Board members and Staff at the beginning of the meeting, presenting them with copies of the book she authored (as told by her mother, Lola Hayes Dowling) about her family, entitled, "Growing Up on Chapman Field, The Inside Story, 1923 – 1947."

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

CALL TO ORDER: Vice Chair Clarke called the meeting to order at 4:08 p.m.

I. MEETING ATTENDANCE:

A motion was made and unanimously passed to excuse the meeting absences of Ms. Zagarino and Mr. Smith.

II. MINUTES OF THE NOVEMBER 14, 2011 MEETING:

A motion was made and unanimously passed to approve the minutes of the November 14, 2011 Board meeting as presented.

III. OLD BUSINESS:

Pioneer Day 2012: The purpose of meeting at the Cemetery was to devise a plan for the special program during the April 21st Pioneer Day. After initial Pioneer Day presentations beginning at 10 a.m., Board members, staff and other community members (including Connie Crowther and Donna Dowling Gilbert, if available) will station themselves near various grave markers in the north portion of the Cemetery, providing a progressive story tour about the people whose lives the markers represent. The schematic of the Cemetery was reviewed and areas of preparatory study were assigned, using as reference Harriet Stiger Liles' book: *Pinewood Cemetery, Coral Gables, Florida, a History with Pioneer Biographies*.

Other details of Pioneer Day were discussed, and responsibilities for event activities were confirmed. During discussion, issues agreed to by Board members included:

- Consideration will be given to public requests to install memorial benches providing there exists a significant connection to the Cemetery;
- Ms. Clarke will contact the Munroe family to request a representative member to attend;
- Ms. Zagarino will welcome visitors and relay Cemetery history at the beginning of the program;
- Mr. Crowther will confirm the Boy Scouts for the Color Guard;
- Ms. Liles will be honored in an appropriate way, yet to be determined;
- Ms. Kautz will send a list of new markers and original stones to Board members;
- Existing members of families represented by markers will be contacted and asked to participate in the tour.

NEXT MEETING: MONDAY, FEBRUARY 13, 2012

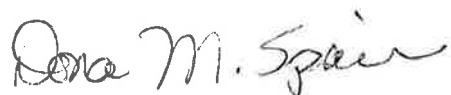
MEETING TIME: 3:00 P.M.

MEETING LOCATION: PINWOOD CEMETERY

Board members and should each bring a folding chair to the meeting.

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