

## CORAL GABLES MERRICK HOUSE GOVERNING BOARD MEETING

Regular Meeting Minutes of April 12, 2010, 8:45 a.m.

Coral Gables Merrick House

907 Coral Way, Coral Gables, Florida 33134

| MEMBERS            | M<br>09 | J<br>09 | J*<br>09 | A<br>0<br>9 | S<br>09 | S*<br>09 | O<br>09 | N<br>09 | D*<br>09 | J<br>10 | F<br>10 | M<br>10 | A<br>10 | COMMISSIONERS                     |
|--------------------|---------|---------|----------|-------------|---------|----------|---------|---------|----------|---------|---------|---------|---------|-----------------------------------|
| Barbara Reese      | P       | P       | P        | -           | P       | E        | P       | P       | P        | P       | P       | P       | P       | Mayor Donald D. Slesnick, II      |
| Margaret Steele    | P       | E       | P        | -           | P       | P        | P       | P       | P        | P       | P       | P       | P       | Vice-Mayor William H. Kerdyk, Jr. |
| Susan Stanton      | ^       | E       | E        | -           | P       | E        | P       | P       | E        | E       | E       | E       | P       | Comm. Maria Anderson              |
| Michelle Moskowitz | E       | P       | P        | -           | P       | P        | P       | P       | P        | P       | P       | P       | A       | Comm. Rafael "Ralph" Cabrera, Jr. |
| Laura Yusko        | P       | P       | P        | -           | P       | P        | P       | E       | P        | P       | P       | P       | P       | Comm. Wayne "Chip" Withers        |
| Joanne Meagher     | ^       | ^       | ^        | -           | P       | P        | P       | P       | E        | P       | P       | A       | P       | Board Appointee                   |
| Sondra Space       | P       | P       | P        | -           | P       | E        | P       | P       | P        | P       | P       | E       | P       | City Manager                      |

### STAFF IN ATTENDANCE:

Kara N. Kautz, Historic Preservation Officer  
Ricardo Herran, Historical Resources Dept.

A = Absent

E = Excused

P = Present

\* = Special Meeting

- = No Meeting

^ = New Member

+= Resigned

Chair Yusko called the meeting to order at 8:57 a.m.

### APPROVAL OF MINUTES OF REGULAR MEETING HELD MARCH 8, 2010:

Page Two of the March 8, 2010 minutes will be corrected to read: **Coral Rock Wall Construction (not Repair):** Ms. Kautz reported receiving one estimate for construction (not repair), and is awaiting receipt of a second estimate.

**A motion was made and unanimously passed to approve the March 8, 2010 minutes as amended.**

### COMMITTEE REPORTS:

**Anniversary Gala:** Ms. Reese advised that Save The Date cards for the November 12, 2010 event need to be mailed by June, which prompted a discussion of stationery, printing companies, quotes, the invitation list and securing permission of the artist of the House drawing to use on the invitations. Ms. Reese will discuss requirements with Ms. Higgins-Fallon. Ms. Reese will host a gala kickoff reception in her home on Thursday, June 3, inviting neighbors and the Commission. She suggested involving the media, preparing a 100<sup>th</sup> anniversary banner for the House, featuring a story about the gala in Neighbors and securing publicity via the City's television station.

**A motion was made and unanimously approved to authorize Ms. Reese to have Save The Date cards printed as soon as possible after proper City protocols are completed and appropriate approvals are secured.**

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Continued

**HOUSE REPORT:**

Ms. Kautz reported March 2010 House activity as follows:

- Total visitors: 21 adults, 2 seniors, 1 student, 3 youth, no children.
- Trust fund balance: \$9,624.03; one invoice to Business Interiors remains outstanding.
- Rental: Coral Gables Community Foundation for a Coral Gables-at-Home demonstration event on March 31, 2010.
- House docents' comments about the new furnishings are very positive.

**OLD BUSINESS:**

**Signage:** Ms. Kautz reviewed details of the signage project with a graphic designer, who recommended a design more uniform with other City signs and re-purposing an existing paseo sign. The original estimate was \$3,375, which included permitting, fees, engineering, installation and a breakaway feature. However, it is believed that City staff can provide engineering and installation, and the breakaway can be eliminated, resulting in an estimate of \$1,600 less fabrication of the City seal, for a total of \$1,350. The proposed design will be brought to the Board at the next meeting.

**Brochure:** Board members reviewed two versions of the draft brochure. After discussion, the recommendation was to edit the text to enable use of an 11-point font. The re-edited version will be brought to the Board for final review.

**Coral Rock Wall Construction:** Rockers will revise the drawings provided by the Public Works Department and submit a construction bid and site plan drawing.

**Donation Policy:** Catherine Cathers, the City's Arts and Culture Specialist, will attend the May meeting, and did present an umbrella donation policy to the City Commission; however, this action does not preclude the Board from continuing with a more specialized policy.

**NEW BUSINESS:**

**Kitchen Countertops:** The countertops need to be de-cluttered.

**Docents:** Acknowledging the need for additional docents and docent training, it was agreed that an ideal number would be eight to ten. This serious issue will be discussed in more detail at the next meeting.

**House Upstairs:** The second floor of the House needs to be reopened as soon as possible.

**DISCUSSION ITEMS:**

**Oriental Rugs:** Ms. Reese met with a representative of Grand Oriental Rug, who reviewed the condition of the rugs and advised their specific needs. A comprehensive report on rugs in the living room, dining room and sun room will be submitted, including their condition, history, origins as well as a proposal and estimate for repair and maintenance. Discussion was held about researching grant availability for the project.

**A motion was made and unanimously approved to prioritize this project after the planned fundraising event.**

**Next Meeting: Monday, May 10, 2010, 8:45 a.m.; the June meeting will be held June 14, 2010.**

There being no further business, the meeting adjourned at 10:30 a.m.

Respectfully submitted,

Kara N. Kautz  
Historic Preservation Officer