



The City of Coral Gables

Historical Resources Department

CORAL GABLES MERRICK HOUSE GOVERNING BOARD MEETING

Meeting Minutes of October 13, 2014, 8:30 a.m.

Coral Gables Merrick House

907 Coral Way, Coral Gables, Florida 33134

MEMBERS	N	D	J	F	M	M*	A	M	J	J	A	S	O	APPOINTED BY:
	13	13	14	14	14	14	14	14	14	14	14	14	14	
Amy Kutell^										-	P	P	E	Mayor Jim Cason
Daisy Baez	P	P	E	E	P	E	A	P	P	-	P	E	P	Vice-Mayor William H. Kerdyk, Jr.
Marlin Ebbert	P	P	E	P	P	P	E	P	E	-	E	P	P	Commissioner Pat Keon
Ana Lam	E	P	P	P	P	P	P	P	P	-	P	P	P	Commissioner Vince Lago
Laura Yusko	P	E	P	P	P	P	P	P	P	-	P	P	P	Commissioner Frank C. Quesada
Joanne Meagher	P	P	P	P	P	A	A	P	E	-	E	P	P	Board Appointee
Susan Rodriguez	P	P	P	P	P	P	P	P	P	-	P	P	P	City Manager

STAFF IN ATTENDANCE:

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

A = Absent

P = Present

- = No Meeting

+ = Resigned Member

E = Excused

* = Special Meeting

^ = New Member

GUEST: Julie Petrella Arch (arrived at 9:55 a.m.)

MEETING RECORD / MINUTES PREPARATION: Nancy C. Morgan, Coral Gables Services, Inc.

Ms. Yusko called the meeting to order at 8: 38 a.m. and stated attendance for the record.

MEETING ATTENDANCE:

Ms. Ebbert made a motion, seconded by Ms. Diaz and unanimously approved, to excuse the absence of Ms. Kutell.

APPROVAL OF MINUTES OF MEETING HELD SEPTEMBER 8, 2014:

A motion was made by Ms. Lam, seconded by Ms. Diaz and unanimously passed, to approve the September 8, 2014 minutes as written.

COMMITTEE REPORTS: Events Committee Reports:

Halloween Hoedown, October 26, 2014: Ms. Lam distributed and reviewed the event schedule, special features and details. City approval of the prepared/distributed promotional flyer needs to be expedited. A discussion was held about fundraising as it relates to the legality of tax deductible donations to the City with a check memo stating the Merrick House Trust Fund.

Althea's Garden Party, November 23, 2014: Ms. Rodriguez distributed copies of the promotional flyer, and reviewed numerous special features and event details.

As the House will be open for tours at each of the SOTPWG events, the importance of having trained docents to conduct tours was discussed. Ms. Kautz reported three new potential docents had expressed interest in docent service and follow up action was underway.

Ms. Spain cautioned about limited budget funds (\$4,000) for all five SOTPWG events, and advised the Board to carefully monitor event expenses and income potential.

Annual Holiday Event, December 14, 2014: Ms. Yusko, the Board and staff discussed event plans and details. Santa Claus will be situated in the living room near the Christmas tree this year. Sugar Yummy Mama will be on hand to sell homemade treats, negating the need for Board members to bring homemade cookies. Staff will secure commitments from traditional event vendors.

The Merrick Arts Festival, February 15, 2015: On behalf of Ms. Kutell, Ms. Rodriguez reviewed Ms. Kutell's proposed promotional flyer, including a local student artwork exhibit, air painting demonstration and children's crafting as part of the festival plans.

Ms. Rodriguez advised that Ms. Kutell was now employed full time and unable to participate in Board meetings as currently scheduled. With great appreciation for Ms. Kutell's talent and contributions to the Board, it was agreed that the meeting day/time could not be changed. Ms. Kutell will continue to participate as a member of the Events Committee.

HOUSE REPORT: September 2014

- Total visitors in September: 10 Adults; 5 Seniors; 1 Student; 1 Youth; 0 Children.
- Trust Fund Balance: Expenditure account: \$18,968.17; revenue account: \$1,645.00
- Roxy O'Neal Bolton Fund: \$4,940.00 (unchanged)
- Rental request: Edible Community Garden Project weekly meetings and two board meetings. Prior to Ms. Petrella Arch's arrival at the meeting, the Board reviewed and unanimously approved the application for the outdoor weekly meetings, the two indoor (2015) board meetings and waiving the application fees for the two indoor board meetings (see motion below).

Ms. Petrella Arch, who arrived at 9:55 a.m., formally reiterated her request for use of the grounds and parking area on Fridays, from 8:30 to 10:30 a.m., October 2014 through May 2015, and other times as needed for maintenance of the organic edible garden; between 3-15 participants anticipated. In addition, she asked permission to use the House (and waive application fees) on January 9 and May 1, 2015 for the Edible Community Garden board meetings; 8:30 to 11:00 a.m.; 15+ anticipated participants.

Ms. Lam made a motion to approve all of Ms. Petrella Arch's requests as detailed above. Ms. Ebbert seconded the motion, which was unanimously passed.

Ms. Petrella Arch then requested key access to the garage for small storage space for gardening supplies, which was not favored or approved. She also asked to expand the edible garden to plant and maintain additional edible perennials, and proposed a strip of garden area behind Althea Merrick's statue.

Ms. Spain advised that Althea's Garden was donated by the Coral Gables Garden Club, whose original plan was to also maintain the garden. Maintenance of the garden was later assumed by the City's Public Service Department. Ms. Petrella Arch relayed her discussion with Garden Club officers, who indicated an interest in a collaborative effort to upgrade and maintain Althea's Garden. Ms. Spain then relayed her discussion with the new Public Services Director about replanting flowers as originally grown and maintained by Mrs. Merrick for historic integrity. During discussion she said staff would research and report the history of the garden and its materials. Regarding the commencement of any garden changes or upgrades, Ms. Baez advised delaying garden work until after the House restoration project is completed to avoid possible construction damage.

OLD BUSINESS:

Richard Merrick Paintings: Ms. Rodriguez suggested Yvonne Ferrer, an artwork restoration specialist she recommends, whose fees appear lower than Rusty Levinson's company. She will send information to staff.

Villagers Grant: Ms. Yusko stated her knowledge that the Villagers intend to approve the grant, the amount of which is as yet unknown. The Board thanked staff for its preparation and submission of the grant.

Front Porch: Staff will research procurement of wicker period furniture (4-6 chairs/few sofas) for the front porch, emphasizing the ability to withstand Florida weather. Ms. Lam recommended a specific vendor; she and other Board members will research and secure photographs/pricing for all-weather sofas and chairs.

NEW BUSINESS:

Villagers' 2016 50th Anniversary: Ms. Ebbert reported that the Villagers will celebrate their 50th anniversary with a series of events beginning in January 2015 and held in places they have helped during their years of service to the Miami-Dade County community. They propose a January 2015 startup celebration at Merrick House, serving lemonade and cookies on the porch and offering House tours. They will submit an application for approval for a non-holiday Saturday and request a waiver of the application fee, to be presented for approval in November 2014.

Merrick House Window Restoration: Ms. Spain relayed her discussion with Jodi Rubin, a former historic preservation officer from Sanford who owns a company (CCS) that specializes in window restorations. Ms. Spain asked Ms. Rubin to submit a quotation for restoring Merrick House windows.

NEXT SCHEDULED MEETING: Monday, November 10, 2014, 8:30 a.m., Merrick House.

ADJOURNMENT:

There being no further business, the meeting adjourned at 10:15 a.m.

Respectfully submitted,



Dona M. Spain
Historic Preservation Officer