

**PINEWOOD CEMETERY ADVISORY BOARD MEETING**  
**Minutes of March 10, 2008**  
**405 Biltmore Way, First Floor Conference Room**  
**Coral Gables, Florida**

MEMBERS	A 07	M 07	J 07	A 07	J 07	S 07	O 07	N 07	D 07	J 08	F 08	M 08	COMMISSIONERS
Patricia "Pat" Clarke*	P	+	+	+	A	P	+	E	+	E	+	P	Mayor Donald D. Slesnick, II
Tim Crowther	P	+	+	+	P	P	+	P	+	P	+	P	Vice-Mayor William H. Kerdyk, Jr.
Sandra Cummings	P	+	+	+	P	P	+	P	+	P	+	P	Commissioner Maria Anderson
Thomas E. Lodge*	P	+	+	+	P	P	+	P	+	P	+	P	Comm. Rafael "Ralph" Cabrera, Jr.
Father Sean O'Sullivan	P	+	+	+	E	P	+	A	+	P	+	P	Comm. Wayne "Chip" Withers
Kemal Rajib	P	+	+	+	P	P	+	P	+	P	+	P	City Manager David Brown
Louan Zagarino*	P	+	+	+	A	E	+	P	+	P	+	P	City Commission

**A = Absent**  
**P = Present**  
**E = Excused**  
**+** = No Meeting  
**\*** = New Appointment

**STAFF IN ATTENDANCE:**

Kara Kautz, Historic Preservation Officer

**PREPARATION OF MINUTES:** Wanda Clark/Nancy C. Morgan, Coral Gables Services, Inc.

**CALL TO ORDER:** Chair Crowther called the meeting to order at 4:00 p.m.

**I. APPROVAL OF MINUTES OF THE REGULAR MEETING OF JANUARY 14, 2008:**

A motion was made to approve the minutes of the regular meeting of January 14, 2008. The motion was seconded and passed by voice vote.

**II. NEW BUSINESS:**

- a. **Pioneer Day.** Chair Crowther provided a review of Board involvement in, and history of, Pioneer Day. Board members discussed prior events and potential dates. Ms. Kautz suggested linking the event with Dade Heritage Days, thereby gaining publicity. **A motion was made reconfirming the Board's commitment to Pioneer Day, a date for which will be established. The motion passed.** Other scheduled events, dates for Dade Heritage Days and the format of the event will be discussed. Ms. Zagarino mentioned the Heritage Network in Dade County, whose members are interested in historical preservation. Board members will provide additional addresses for the Pioneer Day mailing list.

**III. OLD BUSINESS:**

- a. **Scout report.** After discussion of potential Scout troop volunteer work in the Cemetery, Father O'Sullivan indicated he would pursue a Scouting contact to determine involvement.
- b. **Larkin Family Contact.** Ms. Zagarino was not yet able to make contact with a Larkin family member.
- c. **Cemetery deed book.** Ms. Kautz displayed a book donated in 1978 that contains information about Pinewood plot ownership. Ms. Zagarino suggested asking Ms. Liles about the material in the book.
- d. **Cemetery survey grant update.** Ms. Kautz will go to Tallahassee at the end of March to review the grant application to the State of Florida panel for Cemetery survey work, and encouraged interested Board members to also attend. On behalf of the Board, Chair Crowther expressed appreciation for the work done by Ms. Kautz on the grant application.
- e. **Tree removal project.** Mr. Lodge reported that the tree removal project has not moved forward. Ms. Kautz reported that Public Service was reminded again that tree marking and removal is pending.
- f. **Harriet Liles appearance.** Ms. Zagarino reported that Ms. Liles enjoyed meeting with the Board. Enthusiasm was expressed about the pending publication of Ms. Liles' book.

**IV. BOARD ITEMS/CITY COMMISSION UPDATE/CITY PROJECTS UPDATE:**

Ms. Kautz reported that the City eliminated the museum curator position. Eventually an archivist position will be created to manage the City collection. The Coral Gables Museum is initiating a capital campaign with a premier event, and is on schedule to begin construction in July.

**V. DISCUSSION ITEMS:**

Ms. Kautz stated the balance of the Pinewood Cemetery Reserve Fund as \$15,364.28. Discussion ensued regarding how to use the funds to repair grave markers. Ms. Kautz suggested that restoration goals would be driven by available survey grant money. Chair Crowther suggested deferring discussion of funds until the next meeting, at which time results of the grant application would be known.

Chair Crowther reported on markers currently being used by Fairchild Botanic Tropical Gardens, followed by general discussion of potential markers for Pinewood.

**The next meeting will be held May 12, 2008 at 4:00 p.m.**

**ADJOURNMENT:**

There being no further business to come before the Board, the meeting was adjourned at 5:03 p.m.

Respectfully submitted,

Kara N. Kautz  
Historic Preservation Officer, and  
Secretary to the Board