

**CORAL GABLES MERRICK HOUSE GOVERNING BOARD MEETING**  
**Regular Meeting Minutes of March 3, 2008**  
**Coral Gables Merrick House**  
**907 Coral Way, Coral Gables, Florida 33134**

<b>MEMBERS</b>	<b>A</b>	<b>M</b>	<b>J</b>	<b>J</b>	<b>A</b>	<b>S</b>	<b>O</b>	<b>N</b>	<b>D</b>	<b>J</b>	<b>F</b>	<b>M</b>	<b>COMMISSIONERS</b>
Barbara Reese	P	P	P	P	P	P	P	A	P	P	E	P	Mayor Donald D. Slesnick, II
Margaret Steele	P	P	E	P	P	P	P	P	P	P	P	P	Vice-Mayor William H. Kerdyk, Jr.
Jany Marchena			^	P	P	P	P	P	P	P	P	E	Comm. Maria Anderson
Olga Baquero-Lima	P	P	P	E	E	P	P	P	P	P	P	P	Comm. Rafael "Ralph" Cabrera, Jr.
Laura Yusko	P	E	P	P	P	P	P	P	P	E	P	P	Comm. Wayne "Chip" Withers
Marie Vacca	P	P	P	P	P	P	P	P	E	P	P	P	Board Appointee
Sondra Space			^	P	P	P	P	P	P	P	P	P	City Manager

**STAFF IN ATTENDANCE:**

Kara Kautz, Historic Preservation Officer  
Mary Agnes Beach, Museum Curator

**A = Absent**

**E = Excused**

**P = Present**

**\* = Special Meeting**

**- = No Quorum**

**^ = New Member**

**+ = Resigned**

**RECORDING SECRETARY:** Wanda Clark/Nancy Morgan, Coral Gables Services, Inc.

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Chair Yusko called the meeting to order at 8:45 a.m.

**Minutes of the Board Meeting of February 4, 2008:**

**Ms. Space made a motion to approve the February 4, 2008 meeting minutes as presented. The motion was approved.**

**Excused Absences:**

**Ms. Vacca made a motion to excuse the absence of Ms. Marchena. The motion was approved.**

**Ms. Space made a motion to excuse Ms. Reese's absence from the February 4, 2008 meeting. The motion was approved.**

**Committee Reports:**

**Merrick Day at Farmers Market, March 8, 2008:**

Ms. Space, Ms. Yusko and Ms. Beach coordinated efforts to plan the Board's involvement with the March 8 Merrick Day focus at the Farmers Market. A horse and wagon have been secured for the children. Well-organized plans were reviewed. In addition to various thematic items, the Museum exhibit catalog (*Celebrate!*) and Ms. Parks' book, will be available for purchase. It was agreed to sell the book of poetry for \$15 at this event only.

**Curator Report:**

Ms. Beach distributed the report on the 2007 Holiday Open House, including a list of expenses that totaled \$3,321.66. Comments from Docents and Board members were as follows:

- Hours from 2:00 – 5:00 pm were good.
- In the future, avoid dates in conflict with Santa Village and Art Basel weekend.
- Outdoor lights brought attention to the House. (A new set of indoor tree lights was purchased post-Christmas.)
- Tours were continuous. Crowding around the piano may be avoided by holding the piano concert another day or at a specific time during the event.
- Food service needs to be carefully considered in the future.

Ms. Beach reviewed the distributed March 2008 Curator Report, as follows:

- Total attendance since last board meeting: 108.
- Trust Fund balance: \$49,565.78.
- House rental: DAR monthly meeting.
- Garage organization and cleaning has progressed.
- All accession files are now in the Merrick House garage office, to facilitate work on the collections.
- An alternate designer for the Merrick House brochure is being considered. Staff and Board have worked together on this project during the past month.
- There have been numerous inquiries regarding docent and greeter positions, with several receiving information. Two free passes were sent to those showing interest.
- The City's curator job position will be eliminated. The curator's last day will be March 26<sup>th</sup>.

There was a brief discussion regarding brochure preparation currently in process. Once developed, drafts of proposed brochures will be presented to the Board for input and decision.

**Old Business:**

**Stanchions:** It was agreed that the style of the brass stanchions do not match the ambience of Merrick House. Board members will investigate other alternatives.

**Trust Fund usage:** After discussion, Board members agreed on the following prioritization for use of the Trust Fund:

1. exterior signage, estimated at \$5,000 with installation costs;
2. brochures, estimated at \$10,000;
3. stanchions;
4. restoration of paintings;
5. textile project;

6. coral rock wall;
7. benches;
8. additions to collection;
9. children's education.

**Ms. Steele made a motion to complete exterior signage, already approved by the Board, as the first priority. This was approved unanimously.**

**New Business:**

Ms. Kautz reported on a House usage request by the Cultural Development Board for a reception after the funeral of Development Department employee, Florence Dawson, on Friday, March 7, 2008.

**Ms. Space made a motion to approve this request. The motion passed.**

**Discussion Items:**

Due to time constraints, discussion of the Merrick House kitchen will be deferred.

**Items from the Secretary:**

No items from the Secretary.

**Next Meeting: Monday, April 7, 2008, 8:45 a.m., at Merrick House.**

The Board expressed appreciation to Ms. Beach for her expertise and service to the Merrick House, as well as their disappointment at the loss of this position.

The meeting adjourned at 10:35 a.m.

Respectfully submitted,

Kara N. Kautz  
Historic Preservation Officer