

**CORAL GABLES MERRICK HOUSE GOVERNING BOARD MEETING**  
**Regular Meeting Minutes of May 10, 2010, 8:45 a.m.**  
**Coral Gables Merrick House**  
**907 Coral Way, Coral Gables, Florida 33134**

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

**STAFF IN ATTENDANCE:**

Kara N. Kautz, Historic Preservation Officer

**A = Absent**

**P = Present**

**- = No Meeting**

**E = Excused**

**\* = Special Meeting**

**^ = New Member**

Chair Yusko called the meeting to order at 8:55 a.m.

**APPROVAL OF MINUTES OF REGULAR MEETING HELD APRIL 12, 2010:**

**A motion was made and unanimously passed to approve the April 12, 2010 minutes as written.**

**COMMITTEE REPORTS:**

**100<sup>th</sup> Anniversary Gala:** Ms. Reese reported the following Gala progress:

- A five-piece band and singer are secured. The contract was submitted for City approval.
- Three printing proposals for promotional postcards and invitations were secured, but will be updated to reflect prices for printing 1000 of each piece. Ideal Gala attendance is 300.
- Jim Brennan, artist who created a drawing of the House, approved use of the image for the invitations.
- *The Miami Herald* (Neighbors Section) will consider publishing a story about the event.
- The City's television station will provide publicity.
- A proclamation regarding the anniversary will be presented by the Mayor in October.
- A commemorative program will be created.
- A fundraising raffle is being planned. Underwriting and raffle sales will help cover costs.
- A "kickoff" party, tentatively June, needs City approval. Board members will contribute hors d'oeuvres.
- Save The Date cards must be mailed in June.
- The mailing database will be augmented by Board member review and input.
- The pre-Gala reception will be held at Merrick House from 7 to 8 p.m.
- Use of the City trolley is pending.

**A motion was made and unanimously passed to charge Gala guests \$150 per person.**

**HOUSE REPORT:**

Ms. Kautz reported April 2010 House activity as follows:

- Total visitors: 17 adults, 4 seniors, 0 students, 3 youth, 0 children.
- Trust fund balance: \$9,429.49. No invoices are outstanding.
- House Rental: Daughters of the American Revolution (DAR).
- A new docent application is being processed, and one other was approved. A previous docent who assisted at the holiday event will help during the summer months. Ms. Kautz will follow up with potential docents, Jon and Judy Arthur, who previously expressed interest.

**OLD BUSINESS:**

**Kitchen:** The countertops will be cleared today.

**Signage:** Ms. Kautz displayed and explained the features of the proposed design, which was enthusiastically supported by the Board. The total cost is approximately \$1,600. Ms. Kautz expressed concern about using trust funds at this time, citing pre-Gala expenses as having priority.

**Brochure:** The final brochure draft is expected from the printer tomorrow. Approvals were received from all appropriate authorities. Copies of the final mockup were distributed as Ms. Kautz described changes.

(Ms. Space, Ms. Moskowitz and Ms. Reese left the meeting at 10 a.m.)

**Coral Rock Wall Construction:** Rockers will submit a construction bid this week. A second quote, showing a \$21,000 cost, was received. The original purpose of the wall is unknown, and reconstruction was discussed as a lesser project priority.

**Donation Policy:** Catherine Cathers, the City's Arts and Culture Specialist, has been unable to meet with the Board to discuss the donation policy as the Cultural Development Board meets on the same day and time as this Board. She may be able to attend the June meeting as the date was changed to June 7<sup>th</sup>.

**House Upstairs:** The goal is to complete work on the second floor by the November 12<sup>th</sup> Gala reception. Board members will assist with sorting and arranging furnishings. Upholstery and drapery repairs/replacements need to be done.

**100<sup>th</sup> Anniversary Calendar of Events:** Ms. Kautz reviewed planned events throughout the year.

**NEW BUSINESS:**

**Grapefruit Tree:** In celebration of Arbor Day on May 6<sup>th</sup>, a grapefruit tree was planted in the yard.

**A motion was made and unanimously approved to move the June meeting from the 14<sup>th</sup> to the 7<sup>th</sup>.**

**Next Meeting: Monday, June 7, 2010, 8:45 a. m.**

There being no further business, the meeting adjourned at 10:25 a.m.

Respectfully submitted,

Kara N. Kautz  
Historic Preservation Officer