

PINEWOOD CEMETERY ADVISORY BOARD MEETING

Minutes of February 9, 2009

405 Biltmore Way, First Floor Conference Room

Coral Gables, Florida

MEMBERS

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COMMISSIONERS

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

A = Absent

P = Present

E = Excused

+ = No Meeting

*** = New Appointment**

STAFF IN ATTENDANCE:

Kara Kautz, Historic Preservation Officer

RECORDING SECRETARY/PREPARATION OF MINUTES: Nancy C. Morgan, Coral Gables Services, Inc.

CALL TO ORDER: Ms. Zagarino called the meeting to order at 4:00 p.m.

I. APPROVAL OF MINUTES OF THE REGULAR MEETING OF JANUARY 12, 2009:

A motion was made to approve minutes of the regular meeting of January 12, 2009 with one change: page 2, first line: eliminate "a letter" as it appeared twice in the sentence. The motion was seconded and passed.

II. NEW BUSINESS:

Pioneer Day Change: Ms. Zagarino reported a Pioneer Day date change to Saturday, March 21, 2009.

III. OLD BUSINESS:

- a. **C.A.R.:** It was reported that Ms. Clarke sent a letter to The Children of the American Revolution (C.A.R.) thanking them for decorating the Cemetery for the holidays.
- b. **Villagers:** Ms. Zagarino spoke with Dolly MacIntyre about acknowledgement of the Villagers' \$5,000 grant funding. The decision about how to acknowledge the gift was left to the Board to determine. Ms. MacIntyre said the Villagers' preference would be a bench. There was discussion about using Villagers' funds to replace a gate in addition to the bench. Ms. Kautz will research Board discussions regarding gates, and will also research information about former City employee

Joe Crownover and a fund in his memory. Ms. Kautz suggested applying for a state grant in the Fall to fund a survey of the property.

- c. **Pioneer Day 2009:** The agenda was reviewed, and it was reported that Ms. Liles accepted the invitation to speak at the event. Her books will be available for purchase. Mr. Crowther secured a commitment from Scout Master David Ziska that Troop 457 will present the colors. He will notify them of the date change. Ms. Kautz confirmed items to be provided by staff, and advised that publicity would include the mailing of 500 invitations, advertising on the City's March 18 e-news and a press release. A flyer will be distributed at the Farmers Market. The mailing list will be sent by e-mail to Board members for input. She will ask the Police Department not to ticket parked cars during the event.
- d. **Grave Markers:** Ms. Zagarino reported efforts made to identify grave lots and appropriate stones. Gateway Monument received a deposit and began work on the markers. Board members reviewed copy to be applied to the markers, discussed the size and weight of the stones and how they would be installed. Mr. Crowther requested that City staff tidy up the Cemetery area and ensure that trash piles in front of the site be cleaned up. He also reported that a citizen of South Miami, who lives across the street from the Cemetery, uses an area in front of the Cemetery to place his trash. The City will send a letter to the neighbor advising him that trash dumping is not permitted on the site.
- e. **Tree Markers:** A report about the tree markers was not available.

V. DISCUSSION ITEMS:

- a. **Scatter Garden:** Mr. Crowther raised the issue of adding a scatter garden, an area within the Cemetery set aside for people to scatter ashes. Possible legal issues were discussed. Ms. Kautz will research the matter and secure a formal legal opinion.
- b. **Cemetery Brochures:** As copies of the Cemetery brochure were reviewed, Ms. Zagarino suggested that the map contain more accurate wayfinding information.
- c. **Board Records:** Ms. Cummings advised the Board of her collection of Board meeting documents and her desire to remove them from her storage area. She will review the documents and note items that should be revisited by the Board.
- d. **Cemetery Pathways:** Mr. Crowther requested consideration of improving the pathways with an appropriate material, such as mulch. Mr. Lodge advised that mulch needs to be cured for a month or so before using to destroy seeds that are contained within.

The next meeting will be held Monday, April 13, 2009 at 4:00 p.m. City Hall Conference Room

ADJOURNMENT:

There being no further business to come before the Board, the meeting adjourned at 5:00 pm.

Respectfully submitted,

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