



CORAL GABLES MERRICK HOUSE GOVERNING BOARD MEETING
Meeting Minutes of January 8, 2018 8:30 a.m.
Historical Resources & Cultural Arts Department
2327 Salzedo Street, 2nd Floor, Coral Gables, Florida 33134

Historical Resources & Cultural Arts

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MEMBERS	J	F	M	A	M	J	J	A	S	O	N	D	J	APPOINTED BY:
	17	17	17	17	17	17	17	17	17	17	17	17	18	
Ada "Adi" Busot*										P	P	-	P	Mayor Raul Valdés-Fauli
Margaret Meeks	-	-	P	-	-	-	-	-	-	P	P	-	P	Vice-Mayor Pat Keon
Ana Lam	-	-	P	-	-	-	-	-	-	P	P	-	#	Comm. Vince Lago
Barbara Reese	-	-	P	-	-	-	-	-	-	P	P	-	#	Comm. Michael Mena
Joanne Meagher	-	-	P	-	-	-	-	-	-	A	P	-	P	Comm. Frank Quesada
Susan Rodriguez	-	-	P	-	-	-	-	-	-	P	A	-	P	City Manager
Kris Matteson											P	-	P	Board-as-a Whole
Charlton*														

LEGEND: A = Absent; P = Present; E = Excused; * = New Member; ^ = Resigned Member;
 - = No Meeting; # = Late meeting arrival;

STAFF:

- Dona M. Spain, Historic Preservation Officer
- Kara N. Kautz, Assistant Historic Preservation Officer
- ElizaBeth Guin, Historic Preservation Coordinator
- Laura Yusko, Merrick House Docent Coordinator
- Yesenia Diaz, Administrative Assistant

RECORDING SECRETARY/PREPARATION OF MINUTES: Yesenia Diaz, Administrative Assistant, Historical Resources & Cultural Arts Department

Before the meeting officially commenced the Board discussed electing a permanent chair. After lengthy discussion Ms. Rodriguez nominated Joanne Meagher to serve as Chair to the Board.

A motion was made by Ms. Rodriguez and seconded by Ms. Charlton to appoint Joanne Meagher as Chair of the Merrick House Governing Board. The motion was unanimously approved.

The meeting was called to order by Chair Meagher at 8:33 a.m. and attendance was stated for the record. The Board decided after discussion that the Vice-Chair would be elected at the next Board meeting.

Margaret Meeks arrived at 8:35 a.m.

APPROVAL OF MINUTES OF MEETING HELD NOVEMBER 20, 2017:

A motion was made by Margaret Meeks and seconded by Ms. Charlton to approve the minutes of November 20, 2017 as written. The motion was unanimously approved.

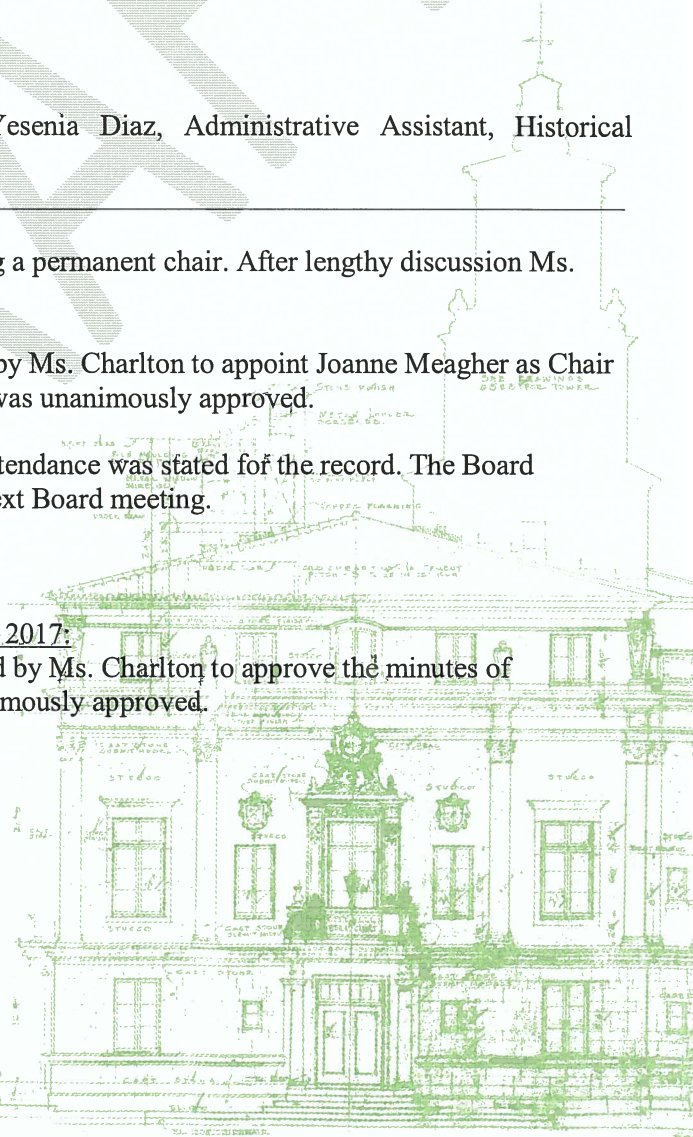
Barbara Reese arrived at 8:39 a.m.

COMMITTEE REPORTS: None

HOUSE REPORT:

January 2018, Ms. Kautz reported the following:

- Total visitors: None, the House has not reopened.
- Trust Fund Balance: \$25,771.00.



- Roxy O'Neal Bolton Fund: \$4,939 (unchanged).

Ms. Spain reported that the House would eventually be opened but that no official date has been given due to ongoing issues. Ms. Kautz clarified that the delay was in getting the security work completed. Ms. Rodriguez asked if the security included lighting. Ms. Rodriguez also noted how beautiful the Merrick House roof was and asked if the finial was original to the roof. Ms. Kautz stated that the end pieces were the original style. It was further clarified that the issue with the roof was that the incorrect ridge tiles were installed. Ms. Spain added that the City is requiring the contractor to correct the error and that the matter is being resolved within the City Attorney's Office.

Ana Lam arrived at 8:43 a.m.

Ms. Meagher inquired if the water leaks of the past would be an ongoing issue and was informed by Ms. Kautz that with the restoration there should not be any other issues as the a/c ductwork was completely redone. The Board was informed that MuseoVault would be coming to the Merrick House on January 22nd to finish moving in the furniture.

Ms. Spain informed that Board that Deena Bell, the City's new Landscape Project Coordinator, was working on extensive landscape plans for the property. Ms. Rodriguez asked if the guava trees would be included. Ms. Kautz stated that all of the Department's information about original plantings was given to Ms. Bell. It was also noted that the outline of a coral planter was found and the intent is to have it rebuilt. Ms. Rodriguez praised the efforts of the Public Service Division in maintaining the garden throughout the year.

Ms. Rodriguez expressed interest in having the Edible Community Garden return to tending the garden once the grounds reopen and suggested the possibility having a gardening class for children. Ms. Meagher stated that it should be kept in mind for the future.

Ms. Meagher suggested adding a garden component into the House re-opening event. She also suggested having an old-fashioned crank ice cream maker for a demonstration. The Board continued to discuss the idea and Ms. Meagher stated that she would research some options for the ice cream maker.

Ms. Spain stated that Althea's garden was going to be brought back. Ms. Rodriguez inquired about the stand for the House. Ms. Kautz informed that the stand was already procured and waiting on the opening of the House.

CITY PROEJCTS: None.

OLD BUSINESS: None.

NEW BUSINESS:

Docent Program Report: Ms. Yusko reported that 12 letters were sent out to interested docents and receive positive responses from four individuals, while the others responded that unfortunately they did not have the time. In addition, she informed the Board that the docent manual has been completed. She is working on documenting and adding the furnishings portion to the manual. She reported that two former docents would be returning to serve along with one new docent. She was still waiting for a few more docents whose applications were received but pending City background checks. Ms. Yusko informed the Board that she had reached out to the Villagers and reached out to several schools for group tours. She plans to visit more groups in April. Ms. Reese suggested reaching out to the Coral Gables Garden Club.

Future Programing: Ms. Rodriguez suggested that perhaps the Parks and Recreation Department could be involved with a painting program at the House or hosting an event at the House. Ms. Spain informed that she would speak with Fred Couceyro, Director of Parks and Recreation about it.

Ms. Reese inquired as to the hours of operation once the House opened. Ms. Yusko explained that the hope was to be open Monday-Thursday for special groups and school tours and Friday-Sunday to the public. Ms. Meagher asked what the goal was in terms of numbers for the docents. The goal was to have a dozen docents according to Ms. Yusko.

Ms. Meagher asked the Board to give thought to the purpose of the Board once the House opened.

The possibility of having future programs with a historic element was discussed such as bringing back old-fashioned games that connects to the historic aspect of the House. Ms. Rodriguez suggested having chef demonstrations like canning. The Board continued to discuss having an event in the fall with canning guava or jelly and a possible event in the winter.

Ms. Rodriguez inquired about the possibility of continuing the bench program. Ms. Spain expressed concerns with having individuals sleep on the benches. Ms. Yusko stated that there was some furniture that could benefit from restoration. Ms. Spain would try and confirm whether a Villagers' grant could be applied for as the City was already working on a grant-funded project. Ms. Meagher asked about other paintings needing restoration.

Ms. Reese asked for clarification if the Sunday Ice Cream Social opening would take the place of the Gala event. The board agreed that it would be the case. Ms. Busot asked if Ms. Yusko worked with the Biltmore Hotel in terms of getting visitors and Ms. Yusko stated that the Biltmore Hotel works well with the City in suggesting places to visit such as the Merrick House.

Coral Rock Wall: Ms. Kautz reminded the Board of their previous commitment to use the trust fund to repair the coral rock wall. She further stated that an updated quote was being obtained by the Public Service Department and would pass along that information once received. It was suggested by Ms. Busot that the construction of the coral wall could be announced to the public at the social as the Board's next project.

Ms. Spain read the Merrick House Board mission statement for the record. The Board was also reminded by Ms. Kautz that they can fund raise as it is within the ordinance and they are one of the few boards in the City that have that privilege.

DISCUSSION ITEMS:

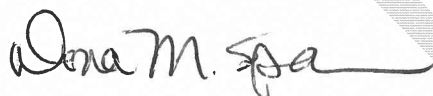
Future Board Meeting Date: The Board discussed potential dates for the next Board meeting. The Board agreed upon February 12, 2018 with the location of the meeting to be at the Merrick House.

ITEMS FROM THE SECRETARY: None

NEXT MEETING: Monday, February 12, 2018 at 8:30 a.m.; Merrick House, 907 Coral Way.

ADJOURNMENT: There being no further business, the meeting adjourned at 9:22 a.m.

Respectfully submitted,



Dona M. Spain
Historical Resources and Cultural Arts Director