



The City of Coral Gables

Historical Resources Department

CORAL GABLES MERRICK HOUSE GOVERNING BOARD MEETING **Meeting Minutes of April 14, 2014, 8:30 a.m.** **Coral Gables Merrick House** **907 Coral Way, Coral Gables, Florida 33134**

MEMBERS	M 13	J 13	J 13	A 13	S 13	O 13	N 13	D 13	J 14	F 14	M 14	M* 14	A 14	APPOINTED BY:
Michelle Moskowitz		-		P	A	P	P**	P	P	E	P	P	P	Mayor Jim Cason
Daisy Baez	P	-	P	P	P	E	P**	P	E	E	P	E	A	Vice-Mayor William H. Kerdyk, Jr.
Marlin Ebbert^		-	P	P	P	P	P	P	E	P	P	P	E	Commissioner Pat Keon
Ana Lam^				P	P	P	E	P	P	P	P	P**	P	Commissioner Vince Lago
Laura Yusko	P	-	E	E	P	P	P	E	P	P	P	P	P	Commissioner Frank C. Quesada
Joanne Meagher	P	-	E	P	P	P	P	P	P	P	P	A	A	Board Appointee
Susan Rodriguez	P	-	P	P	P	P	P	P	P	P	P	P	P	City Manager

STAFF IN ATTENDANCE:

Dona M. Spain, Historic Preservation Officer
 Kara N. Kautz, Assistant Historic Preservation Officer
 Emily Ahouse, Historic Preservationist

A = Absent

P = Present

- = No Meeting

+ = Resigned Member

E = Excused

* = Special Meeting

^ = New Member

** Ms. Moskowitz left at 9:00 a.m.; Ms. Baez left at 9:40. Ms. Lam arrived at 8:55 a.m.

MEETING RECORD / MINUTES PREPARATION: Nancy C. Morgan, Coral Gables Services, Inc.

Ms. Yusko called the special meeting to order at 8:44 a.m.

APPROVAL OF MINUTES OF MEETING HELD MARCH 17, 2014:

A motion was made by Ms. Moskowitz, seconded by Ms. Lam and passed to approve the March 17, 2014 minutes. Ms. Kautz reported that a total of \$7,500 was submitted for next year's budget.

MEETING ATTENDANCE:

Ms. Lam made a motion, seconded by Ms. Rodriguez and unanimously approved to excuse the absence of Ms. Ebbert.

COMMITTEE REPORTS:

It was unanimously agreed that the April 6th Poetry event was very successful.

Events Committee Report: Ms. Rodriguez relayed committee event recommendations (to begin in fall 2014) as follows:

October 26, 2014: Afternoon Halloween-themed event for children, including members of the Coral Gables Fire Department, a barbecue and fire and Halloween safety features.

November 16, 2014: A repeat of the successful Althea's Garden Party (with modifications determined later in the meeting).

December 14, 2014: Annual holiday party.

February 15, 2015: Solomon's Fruit Festival.

April 12, 2015: Artfest.

It was reported that Pat Clarke suggested (and volunteered to organize) a twilight hamper picnic to include live music as a combined Valentine's Day and Merrick House event. Ms. Kautz advised that City Special Events Committee approval would be needed. Ms. Rodriguez will discuss event dates with Ms. Clarke as well as the effects of daylight savings time on planning. Ms. Spain will follow up about the status of landscape lighting on House grounds, and advised of regulations that apply when outside evening events are held in residential neighborhoods.

The Board discussed and reviewed records of House tours and funds generated from 2013/2014 SOTPWG events.

HOUSE REPORT: March 2014

Total visitors in March: 19 adults, 6 seniors, 17 students, 1 youth, 0 children + 87 at March SOTPWG event.

Trust Fund balance: \$19,203.17 (expenditure account); \$1,426 (revenue account)

Rental request: The Junior Orange Board submitted an application to host a JOB Parade theme unveiling reception at the House on May 20, 2014 from 5:00 to 8:00 p.m., with an anticipated attendance of 40-50 people.

Ms. Rodriguez made a motion to approve the application, which was seconded by Ms. Lam and unanimously approved.

Roxcy O'Neal Bolton Fund for exterior maintenance: \$4,940.00

OLD BUSINESS:

Coral Gables Garden Club Event: During a discussion of involving the Garden Club in a Merrick House event, Ms. Kautz suggested repurposing Althea's Garden Party to Althea's Garden Club Party on November 16, 2014 to appropriately involve the Coral Gables Garden Club.

NEW BUSINESS:

Ms. Kautz advised that Archivist Amanda Gonzalez LeVasser and she visited Mildred Merrick's house and secured several of Richard Merrick's paintings as well as the family brass dinner bell. Arva Moore Parks, as executor of the estate, is arranging for the donation to the City of the headboard given to George Merrick by the King of Spain. Donated paintings will be assessed for restoration by Rusty Levinson. It was agreed that the painting restoration would qualify as appropriate for a Villager's grant.

Part-Time Archivist: Ms. Spain advised that the Historical Resources Department is hiring a part-time archivist who will be assigned to cataloging all items in Merrick House among other duties.

House Docents: With unanimous agreement that additional House docents are needed, Ms. Rodriguez will revise the recruitment flyer she created last year and distribute it.

Slow Food Garden: Ms. Spain advised that the edible garden community needs to submit their on-City-property meeting dates for formal Board approval at beginning of each year.

March SOTPWG Event: Wine glasses were left on furniture and chairs throughout the House during the March event. Ms. Spain urged Board vigilance about prohibiting any food or beverages inside the House.

Coral Gables Community Foundation/Merrick House Fund: Ms. Kautz and Ms. Spain will meet this week with the Community Foundation to clarify all issues related to the Merrick House fund.

Fundraising/Sponsorships: Ms. Spain consulted with the City Attorney about recruiting sponsors for House fundraising purposes. Fundraising and fundraising methods are permitted, but only if approved by the City Manager.

NEXT MEETING: MAY 19, 2014, 8:30 a.m. During discussion, Ms. Lam made a motion, seconded by Ms. Rodriguez and unanimously approved, to move the May meeting from May 12th to May 19, 2014 at 8:30 a.m.

Coral Gables Merrick House Governing Board Meeting Minutes
Monday, April 14, 2014
Continued

ADJOURNMENT: There being no further business, the meeting adjourned at 9:40 a.m.

Respectfully submitted,

A handwritten signature in blue ink, reading "Dona M. Spain", with a stylized flourish at the end.

Dona M. Spain
Historic Preservation Officer