



The City of Coral Gables

Historical Resources Department

CORAL GABLES MERRICK HOUSE GOVERNING BOARD MEETING
Meeting Minutes of June 8, 2015 8:30 a.m.
Coral Gables Merrick House
907 Coral Way, Coral Gables, Florida 33134

Table with columns for MEMBERS, dates (J 14, J 14, A 14, S 14, O 14, N 14, D 14, J 15, F 15, M 15, A 15, M 15, J 15), and APPOINTED BY: (Mayor Jim Cason, Commissioner Jeannett Slesnick, Commissioner Pat Keon, Commissioner Vince Lago, Vice-Mayor Frank C. Quesada, Board Appointee, City Manager)

STAFF IN ATTENDANCE: Kara Kautz, Assistant Historic Preservation Officer; Yesenia Diaz, Administrative Assistant. Legend: A = Absent, E = Excused, P = Present, * = Special Meeting, - = No Meeting, ^ = New Member, + = Resigned Member

MEETING RECORD / MINUTES PREPARATION: Yesenia Diaz, Administrative Assistant, Historical Resources and Cultural Arts Department

Ms. Rodriguez called the meeting to order at 8:43 a.m. and stated attendance for the record.

MEETING ATTENDANCE:

A motion was made by Ms. Baez to excuse the absence of Ms. Meagher from the meeting. The motion was seconded by Ms. Lam and unanimously approved.

APPROVAL OF MINUTES OF MEETING HELD MAY 11, 2015:

A motion was made by Ms. Lam and seconded by Ms. Baez to approve the minutes of the May 11, 2015 meeting. The motion was unanimously passed.

COMMITTEE REPORTS: None.

DONOR COCKTAIL RECEPTION: Ms. Ebbert was thanked for her hard work and it was noted that the reception was a success in getting the message out about the Merrick House. Discussion continued in regard to obtaining a list of guests who attended the event from Don Slesnick to send them a 'thank you' letter for their attendance. Ms. Rodriguez suggested clearing it with the Slesnicks before taking action as it was their party. The board was in agreement.

SOTPWG EVENTS RECAP: Ms. Kautz distributed and informed the board of the summary of last year's SOTPWG events. It had been previously e-mailed to the board members. The breakdown consisted of expenses,

HOUSE REPORT: May 2015: Ms. Kautz reported the following:

- Total visitors in May: 26 Adults; 2 Seniors; 1 Youth; 5 Children.
- Trust Fund Balance: \$19,382.50 (expenditure account); \$1,027 (revenue account).
- Rental Requests: None new.
- Roxy O'Neal Bolton Fund: \$4,939 (unchanged).

Ms. Kautz informed the board that she was trying to work with Human Resources to obtain some sort of volunteer benefits for the docents.

DOCENT RECOGNITION: Discussion ensued among the board members as to how to recognize the docents who are instrumental in keeping the house open for visitors. Ms. Kautz informed the board that Mr. Riera wanted some form of recognition for being a docent. Several ideas were discussed such as pins, certificates, plaques, party, or a trip to the Bonnet House. The Board suggested an acknowledgement or Resolution at an upcoming City Commission meeting. Ms. Kautz indicated that she would investigate the City Commission option further.

OLD BUSINESS:

Porch Benches: Ms. Rodriguez brought up the benches and pointed out how in the March meeting it was decided that it was not going to be done as a fundraiser. Discussion continued amongst the board as to the cost of the benches being too high at \$1,000. It was suggested to revisit the previous motion and have the bench price set back to \$500. Ms. Lam suggested including a suggestion for additional donations.

A motion was made by Ms. Baez and seconded by Ms. Kutell to set the price of the benches to \$500.00. It was unanimously passed.

Ms. Kautz explained that after the house reopens there will be an application form and suggested that no further e-mails go out until that time.

NEW BUSINESS:

Role of Board during Merrick House Renovation: Ms. Rodriguez asked what the role of the board will be during the renovation. Ms. Kautz suggested that the board could plan for the series of events or the grand reopening. Ms. Baez suggested focusing on the grand reopening. Ms. Rodriguez discussed several ideas that the board could do including having a chamber ensemble for 50 people inside the house, book signings, renting the house out to organizations for meetings.

Discussion continued among the board members including getting more foot traffic into the house and partnering with schools for student tours.

Ms. Baez suggested during the house closure the rental application could be reviewed. Ms. Kutell suggested having signs on street lamps advertising the house to get more foot traffic.

The Gala: Ms. Rodriguez suggested having the Gala at the house. Lengthy discussion continued among the board members with different ideas and suggestions for the Gala including having food stations, having it outside the porch with a cocktail party to begin followed by having a walkthrough of the house. The idea of taking a trolley to the party location was discussed.

Ms. Rodriguez suggested charging \$150.00 per person. Ms. Baez suggested having a tent in the parking lot of the house and catering.

DISCUSSION ITEMS:

Benches: Ms. Rodriguez discussed the site plan for the placement of the benches and Ms. Kautz suggested walking the grounds to decide on where the board would like the benches placed.

CITY COMMISSION UPDATE: None

CITY PROJECTS UPDATE: None

ITEMS FROM THE SECRETARY: None

NEXT SCHEDULED MEETING: Monday, August 10, 2015, 8:30 a.m., Merrick House.

A motion was made by Ms. Lam to skip the meeting in July and reconvene on August 10th and to excuse the absence of Ms. Kutell for the August meeting. Ms. Baez seconded the motion, which was unanimously approved.

ADJOURNMENT: There being no further business, the meeting adjourned at 9:33 a.m.

Respectfully submitted,



Dona M. Spain
Historic Preservation Officer