



The City of Coral Gables

Historical Resources Department

CORAL GABLES MERRICK HOUSE GOVERNING BOARD MEETING

Meeting Minutes of November 10, 2014, 8:30 a.m.

Coral Gables Merrick House

907 Coral Way, Coral Gables, Florida 33134

| MEMBERS | D | J | F | M | M* | A | M | J | J | A | S | O | N | APPOINTED BY: |
|-----------------|----|----|----|----|----|----|----|----|----|----|----|----|----|-----------------------------------|
| | 13 | 14 | 14 | 14 | 14 | 14 | 14 | 14 | 14 | 14 | 14 | 14 | 14 | |
| Amy Kutell^ | | | | | | | | | - | P | P | E | E | Mayor Jim Cason |
| Daisy Baez | P | E | E | P | E | A | P | P | - | P | E | P | P | Vice-Mayor William H. Kerdyk, Jr. |
| Marlin Ebbert | P | E | P | P | P | E | P | E | - | E | P | P | P | Commissioner Pat Keon |
| Ana Lam | P | P | P | P | P | P | P | P | - | P | P | P | P | Commissioner Vince Lago |
| Laura Yusko | E | P | P | P | P | P | P | P | - | P | P | P | E | Commissioner Frank C. Quesada |
| Joanne Meagher | P | P | P | P | A | A | P | E | - | E | P | P | P | 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
Emily Ahouse, Historic Preservationist

A = Absent

P = Present

- = No Meeting

+ = Resigned Member

E = Excused

* = Special Meeting

^ = New Member

GUEST: Ivonne Rodriguez

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

Ms. Rodriguez, as acting chair, called the meeting to order at 8:41 a.m. and stated attendance for the record.

MEETING ATTENDANCE:

Ms. Ebbert made a motion, seconded by Ms. Meagher and unanimously approved, to excuse the absence of Ms. Kutell and Ms. Yusko.

APPROVAL OF MINUTES OF MEETING HELD OCTOBER 13, 2014:

A motion was made by Ms. Ebbert, seconded by Ms. Meagher and unanimously passed, to approve the October 13, 2014 minutes as written.

EVENTS COMMITTEE REPORTS:

Halloween Hoedown, October 26, 2014: As Halloween Hoedown chair, Ms. Lam deemed the event successful, fun and well attended. After initial expenses (pending payment of \$175 for food), income totaled \$2,353.61. General enthusiasm was expressed about the highly-creative scarecrow competition, the firefighters' participation and the barbecue. As a thank you to the Coral Gables Fire Department, Board members will collect and deliver unwrapped toys for the firefighters' annual toy drive, set to culminate December 4th at a party to be held at the Coral Gables Museum. Ms. Lam was commended for her event leadership and efforts.

Special mention was made about the Slesnick Foundation's \$1,000 donation. It was suggested that the generous gift be acknowledged on the Merrick House page of the City's website.

Althea's Garden Party, November 23, 2014: Ms. Rodriguez confirmed that the event would be promoted in the November 19th issue of the City's E-newsletter, and reported that the Miami Herald would write an article with event details. Ms. Slesnick will be asked to welcome attendees at the beginning of the event. During discussion of

event details and decorations, it was reported that 500 promotional flyers will be distributed throughout the community, and that both City staff and 11 members of Twenty Little Working Girls will participate.

After discussing concerns about the expenses coming out of the Board's budget for these events, Ms. Lam volunteered to speak with her appointing Commissioner about additional funding. Ms. Baez suggested securing a list of companies with which the City does business, and seeking donations from them. Staff will request the list.

During a discussion about event features, activities and merchandise, it was noted that enabling guests to pay for purchases via credit card will be helpful. Staff will check on securing the credit card machine and secure office supplies needed for the event.

Event House Tours / Docents: Ms. Spain reported that the docent who served at the last event (Peter) was overwhelmed with tours and no longer wants to lead tours during SOTPWG events. Self-guided tours during events were discussed. Ms. Ebbert suggested conducting 15 to 20 minute tours, given every half hour, and volunteered to serve as a guide along with Ms. Yusko and Juan Riera, with whom she will discuss the suggestion.

HOUSE REPORT: October 2014

- Total visitors in October: 7 Adults; 3 Seniors; 2 Students; 0 Youth; 0 Children; plus 51 people touring during Halloween Hoedown.
- Trust Fund Balance: \$20,863 (Expenditure account); \$0 (Revenue account, pending deposit of \$2,822 from October SOTPWG event).
- Roxy O'Neal Bolton Fund: \$4,939 (unchanged).
- A Villagers grant was submitted and approved for funding.
- State of Florida Grant: Ms. Spain reported that a grant to the State of Florida for \$350,000 was submitted at the end of October to add to funds already committed by the City for the House restoration project.
- A period-appropriate headboard donation was offered by Whitney Huttig. During favorable discussion about the donation, it was agreed that the headboard could be stored in the House attic for later use.

Ms. Ebbert made a motion to accept the headboard donation offered by Whitney Huttig, which will be stored for future use. Ms. Baez seconded the motion, which was unanimously approved.

OLD BUSINESS:

Richard Merrick Paintings: Ms. Spain will contact Yvonne Ferrer, an artwork restoration specialist recommended by Ms. Rodriguez.

Front Porch Wicker Furniture Proposal: Ms. Lam introduced Ivonne Rodriguez, Janus et Cie, who presented, reviewed and discussed samples and photographs of furniture proposed for the front porch, adding that cushions could be manufactured and attached to the frames. Ms. Spain suggested using furniture cushions only during events to protect them. For security purposes, Ms. I. Rodriguez said furniture could be secured to the floor. She will provide the Board with furniture costs and will apply a 30% architect/designer discount to the purchase prices. The furniture, which has a three-year warranty, is in stock; cushions take six/eight weeks to produce.

NEW BUSINESS:

Proposed Dress Donation: Ms. Meagher reported that Toni Garcia, a Coral Gables resident, offered to donate a period-appropriate dress to the House. Board members reviewed photographs of the dress and discussed placement.

A motion to approve the dress donation of Toni Garcia was made by Ms. Ebbert, seconded by Ms. Baez and unanimously passed.

Villagers House Rental Application: The Villagers' House rental application, presented by Ms. Ebbert, was requested for Saturday, January 24, 2015, from 1:00 to 4:00 p.m. for a 50th anniversary initial celebration at Merrick House, serving lemonade and cookies on the porch and offering House tours.

South Miami Garden Club House Rental Request: Staff will respond to the House rental request for a Tuesday in February event submitted by Suzanne Brawner on behalf of the South Miami Garden Club.

DISCUSSION ITEMS:

Coral Gables Annual Holiday Party for Board and Committees: A date has not yet been published.

House American Flag: Ms. Spain will determine the status of securing a new U.S. flag for Merrick House.

Girl Scout Project to Benefit Merrick House: Ms. Meagher described background information about Mary Adams (daughter of Coral Gables residents Susan and John Adams), a high school junior and Girl Scout interested in completing a worthwhile historic legacy project that will potentially enable her to earn the Gold Girl Scout Award. She selected Merrick House as most worthy of such a legacy-generating project.

Board members and staff discussed ideas for appropriate projects, including a catalogue with laminated photographs of house paintings needing restoration; laminated cards for each item in House rooms; laminated photographs of each room with itemized descriptions. It was agreed that Mary could create one such template for a single room that could be adopted for later applications throughout the remainder of the House. Ms. Spain described various house museums she has toured and how effective presentations were achieved by display stands containing laminated or Lucite cards (in different languages) to be held for reference by tourists during their room tours. Ms. Spain's idea was met with enthusiasm.

Mary Adams will engage in fundraising to generate some funds for her project, and it was agreed that the House Trust Fund could augment funds she generates.

Ms. Ebbert made a motion to support Mary Adams' Girl Scout project in her quest to earn the Gold Girl Scout Award. Ms. Lam seconded the motion, which was unanimously approved.

House Restoration Update: Ms. Ahouse reported that none of the grant-funded restoration work can begin until after July 1, 2015. Ms. Baez expressed interest in reviewing the plan for restoration. Ms. Spain said the City has an assessment, which was subsequently revised. When a copy of the plan is received, it will be brought to the Board for review.

Board Election of Vice Chair:

Ms. Ebbert made a motion to nominate and elect Ms. Rodriguez as Board Vice Chair. Ms. Lam seconded the motion, which was unanimously adopted.

NEXT SCHEDULED MEETING: Monday, December 8, 2014, 8:30 a.m., Merrick House.

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

Respectfully submitted,



Dona M. Spain
Historic Preservation Officer