



**Rose Kennedy Greenway Board of Directors Meeting
Monday, July 13, 2020 – 5:30 pm**

Meeting Minutes

This meeting was available by Zoom conferencing due to suspension of the provision of the Open Meeting Law requiring an in-person quorum by an order signed by Governor Charles Baker on March 12, 2020 due to COVID-19.

Board Members Present: Alli Achtmeyer, Mark Boyle, Conor Finley, Robertstone Goodridge, Rosalind Gorin, Carmine Guarino, Kirsten Hoffman, Doug Husid, Deniz Johnson, Karen Johnson, Susanne Lavoie, Rebecca Lee, Tom O'Brien, Bud Ris, Linda See, John Shea, Kim Sherman Stamler, Brad Snyder, Dave Wilkinson

Board Members Not Present: Jim Kalustian

Conservancy Staff Present: Alan Auger, Jesse Brackenbury, Keelin Caldwell, Tracey Cooke, Lucas Cowan, David Dalena, Connor Foley, Rachel Lake, Rebecca McKeivitz, Eileen Ong, Alex Rogers Pittman, Anthony Ruggiero, Bob Stigberg, Katie Wright

Invited Guests Present: N/A

Open Session

Greenway Board Chair Doug Husid called the meeting to order in Open Session with a quorum present via Zoom at 5:44pm.

1. Husid called for a motion to approve the minutes from the May 12, 2020 meeting of the Board of Directors. **Upon a motion made by Karen Johnson and seconded by John Shea, the minutes were unanimously approved.**
2. Director of Finance and Administration Tracey Cooke welcomed Jeanie Gorlovsky-Schep of AAFCPAs and noted that the 990 and Form PC were thoroughly reviewed by AAFCPAs, the Conservancy staff, and the FARMC. **Upon a motion made by Bud Ris and seconded by Karen Johnson, the motion to approve the 990 and Form PC tax filings was unanimously approved.**
3. Husid introduced Executive Director Jesse Brackenbury, who provided a Conservancy staff update in regards to COVID-19 as well as a financial update. Brackenbury explained

that, of the scenarios presented at May's Board meeting, it seems most likely at this point that the Conservancy will find itself in Scenario C. Earned income has not rebounded and will likely fall between Scenario C and D with only a quarter of food trucks back in the park and paying a reduced rent. Philanthropy has already exceeded Scenario C, balancing out the losses of earned income for an overall estimated deficit of ~\$0.25M. Although the Conservancy expects the PPP loan to be forgiven in its entirety, the length of the current situation has proven to be the most important and unknown variable for the budget. As another PPP is not expected for 2021, the Conservancy is beginning the 2021 budget process early, starting with expenses first and then looking at revenue. Brackenbury led a thought exercise of what would have to happen for 2021 revenue to approximate 2019 revenue, noting the crucial but uncertain factors of a vaccine by springtime, a strong economy, and a return of workers and tourists to downtown Boston. Bud Ris noted the possibility that, even after the pandemic, only a fraction of commuters to the Financial District return due to a major shift in attitudes about traditional office environments and commuting. Brackenbury requested a formal vote to approve the new budget, which reflects Scenario C. **Upon a motion made by Bud Ris and seconded by John Shea, the motion to approve the new budget was unanimously approved.**

4. Mr. Husid introduced Director of Development Alex Rogers Pittman. Rogers Pittman asked for approval to commit \$190k of BID enhancement funding to the Chin Park lighting project. **Upon a motion made by Bud Ris and seconded by Dave Wilkinson, the motion to approve matching funds for Chin Park Lighting was unanimously approved.** Rogers Pittman continued with an update on fundraising, providing an overview of revised projections and year-to-date totals. Development is currently closing in on Scenario B goals, expecting to close the year somewhere between Scenarios A and B. Rogers Pittman gave more detail on each fundraising category: the revised Gala goal has been exceeded; corporate giving is down; and individual giving could come close to the original, pre-coronavirus goal. Rogers Pittman continued with an update on Board giving and Gala/Glow sponsors. All sponsors of \$5k or more are to be recognized on special in-park signage, and this benefit appears to have been a significant motivator to support. Focusing on individual giving, Rogers Pittman noted that the Conservancy is keeping pace with the original goal despite the situation and the ambitious original forecast of 50% growth in this category. Compared to the first half of 2019, individual giving is up 38%, largely because of several larger gifts. Rogers Pittman updated the Board on the Conservancy's recent marketing postcard to 25k downtown residents, the Yinka Shonibare sculpture installation, and *Your Summer on The Greenway* virtual event. The Board inquired about the decline in corporate giving, and Rogers Pittman noted that many corporations have significantly less funding for philanthropic causes due to the economic downturn.

Robertstone Goodridge joined the meeting at 6:19pm. Rebecca Lee joined the meeting at 6:23pm.

5. Brackenbury introduced two procurements that required Board approval, the first being the Chin Park Lighting Design, for which AECOM was competitively selected. The Finance Committee approved for AECOM to complete the first phase of design, but is asking for a further increase to AECOM's contract, covering design all the way to construction documents. Rebecca Lee inquired about the timetable for completion of the current

design development (DD) phase, which Brackenbury said was the end of August 2020. Brackenbury also provided an overview of the Parcel 2 Construction Contract Procurement. **Upon a motion made by Rebecca Lee and seconded by Karen Johnson, the motion to approve the Chin Park Lighting Design was unanimously approved. Upon a motion made by Bid Ris and seconded by Brad Snyder, the motion to approve P2 park construction was unanimously approved with the understanding that the Conservancy will coordinate final contract award decisions with Finance Committee Co-Chair Karen Johnson and Board Chair Doug Husid.** Rebecca Lee inquired about including minority and women owned businesses in the procurement process, to which Brackenbury responded that the Conservancy put the two RFPs out to the relevant contractors on the state-certified MWBE list to cast as wide a net as possible.

6. Husid introduced Bob Stigberg, Director of Maintenance and Capital, for programmatic updates from the maintenance department. Stigberg provided an update on several maintenance projects, including new check valves for North End fountains; valve support fabrication; waterproofing of the fountain on P8; Chin Park stream bed repairs; flood covers for Rings Fountain vault ventilation louvers; Carousel ticket booth refinishing, rounding board repair + lights replacement, deep cleaning, and COVID-19 safe-use messaging; masonry repairs including skate deterrents and Dewey Plaza trench drain; Dewey Square retrofit non-LED lights; new electric vehicles and Toyota Tundra makeover; powerwashing Mary Soo Hoo Park; and installation of footing for Yinka Shonibare's *Wind Sculpture (SG) V*.
7. Husid took a moment to thank Conservancy staff, especially those who have been working in the park as essential workers, and then introduced Anthony Ruggiero, Horticulture Foreman. Ruggiero provided an update on COVID-related work protocols regarding sanitation, mask usage, staggered start/stop times, and full-capacity staff due to the hiring freeze, and also updated the Board on horticulture projects including spring cleanups, mulching, Chin Park bamboo renovation, Chin Park serpentine path renovation, irrigation work, the return of the volunteer program, compost tea brewing, and an in-house composting trial.
8. Husid introduced Keelin Caldwell, Director of Programs and Community Engagement, who provided an update on the Conservancy's programs. Although festivals and events have been canceled, staff has connected with over 100 partners to see how they are doing and is working with those who are able to reopen. Food trucks were brought back on a reduced schedule in June and are being charged for only 25% of their rent. The Public Market in Dewey Square and Greenway Open Market have reopened with a fraction of vendor tents, allowing for safe spacing. The Carousel reopened in late June with every other row closed off and ground decals placed for social distancing. A limited number of fitness classes have returned with some opting to do virtual classes from the Greenway and some holding in person classes with limited registration. City Winery has reopened and Trillium Beer Garden is working through the permitting process and hoping to reopen promptly. The public art on the light blades by Catalina Delgado-Trunk and wind sculpture by Yinka Shonibare were installed and received significant press coverage, and Yi-Wen Wo's Lantern Stories are coming to Chin Park later in the month.
9. Brackenbury provided the Board with Greenway and Conservancy updates. DEI consultant Gwen Cochran Hadden has been leading discussion groups for staff and will

lead a Board discussion at the September meeting. The Board Orientation Handbook is almost complete for onboarding, and Brackebury thanked the Board and staff for its completion.

10. No members of the public were present for comment.

The Rose Kennedy Greenway Conservancy Board Meeting was adjourned, upon a motion made by Brad Snyder and seconded by Deniz Johnson, and a unanimous vote in favor was held at 7:08pm.