

Rose Kennedy Greenway Board of Directors Meeting
Tuesday, March 29, 2016 – 4:00 pm
185 Kneeland Street, 2nd Floor, Boston

Meeting Minutes

Board Members Present In Person: Jim Kalustian, Chris Betke, Mark Boyle, Kathryn Burton, Helen Chin Schlichte, Martin Lynn, Chris Manfredi, John Pregmon, Bud Ris, Daniel Sieger, Jerome Smith, Daniel Toscano

Board Members Absent: James Chan, Janelle Chan, Beedee Ladd, Tim Morningstar, Jane Pappalardo, Robyn Reed, Colleen Richards Powell

New Board Members Present In Person: Thomas O'Brien, Kim Sherman Stamler

RFKGC Staff: Jesse Brackenbury, Steve Anderson, Laura Jasinski, Samantha McGinnis, Michael Nichols, Stu Shillaber, Robert Stigberg, Jodi Wolin, Renee Wood

Open Session

Greenway Board Chair Jim Kalustian called the meeting to order in Open Session with a quorum present, in person, at 4:00pm.

1. Executive Director Jesse Brackenbury introduced Stu Shillaber, Superintendent of Horticulture, to discuss planned improvements to the parcels added to the Conservancy's lease in July 2015. Mr. Shillaber detailed Spring 2016 plans to improve parcels G1, G2 and H that include a variety of irrigation, tree work, and planting improvements. Mr. Shillaber also detailed a planned redesign of parcel H on Lincoln Street.

Board members asked about the resilience of plantings in parcels G1 and G2 given their close proximity to Surface Road and about the expected useful life of plantings on The Greenway given planetary changes in rainfall.

2. Chair Kalustian called for a motion to approve the minutes from the December 10, 2015 meeting of the Board of Directors. John Pregmon asked that the minutes be amended to account for his attendance at the December 10, 2015. **On a motion by John Pregmon, and seconded by Dan Sieger, the minutes were unanimously approved as amended.**
3. Chair Kalustian called for a motion to confirm Tom O'Brien, appointee of Mayor Martin J. Walsh, and Kim Sherman Stamler, appointee of the Greenway

Conservancy, to the Greenway Board of Directors to fill open seats with a term to begin immediately. **On a motion by Chris Manfredi, and seconded by Helen Chin Schlichte, the nominations were unanimously approved.**

4. Chair Kalustian called for a motion to confirm the membership slates for each of the three Board standing committees (Audit, Finance, and Risk Management; Development; and Investment). **On a motion by Helen Chin Schlichte, and seconded by Chris Manfredi, the committee membership slates were unanimously approved.**

5. Director of Finance and Administration Renee Wood and FARMC Co-Chair Chris Manfredi introduced the discussion on the Conservancy's FY15 audited financial statements. Ms. Wood and Ms. Manfredi reiterated the Conservancy's process of moving from the organization's prior July-June fiscal year to a calendar-based fiscal year and that the Conservancy's auditors recommended an 18-month fiscal year 2015 during the transition. Ms. Manfredi introduced Jeanie Gorlovsky-Schepp, of AAF CPAs, to present the audited financial statements conducted in accordance with generally accepted accounting standards for the 18-month period ending December 31, 2015. Ms. Gorlovsky-Schepp presented on a number of required communications, including that the financial audit report is "clean", that no material weaknesses existed in the Conservancy's internal controls, and that a clean management letter was issued. Ms. Gorlovsky-Schepp also presented other financial statement highlights.

Ms. Manfredi addressed that the Conservancy continues to enjoy a positive base of financial support to operate the public park, but that additional capital reserves are needed for the future stability of The Greenway and that abutting property owners remain an unrealized partner in that effort. **On a motion by Chris Manfredi, and seconded by Bud Ris, the FY15 audited financial statements were unanimously approved.**

(Ms. Burton and Mr. Smith joined the meeting.)

6. Steve Anderson, Director of Park Operations introduced Bob Stigberg, Superintendent of Maintenance and Security, to discuss the planned maintenance repairs and improvements in the Wharf District Park. Mr. Stigberg detailed cost estimates for replacements impacting the maintenance of park infrastructure and assets. Mr. Shillaber detailed proposed improvements and redesign to horticulture in the Wharf District Park.

Mr. Brackenbury spoke to ongoing private philanthropic efforts required to complete the full Wharf District improvement project. Mr. Brackenbury and Mr. Anderson addressed the timeline of repairs within the proposed project budget and how the improvement plans would proceed depending on fundraising progress.

7. Mr. Brackenbury presented to the Board a procurement for masonry work and skateboard deterrents. The extent of work undertaken will depend on fundraising. Negotiations continue with one contractor and prices are expected from others.

Board members asked questions about the process, bid requirements, warranties on failing items, and type of labor utilized in contracts for services such as the pending procurement. **On a motion by Tom O'Brien, and seconded by Bud Ris, the park operations procurements were unanimously approved.** The Board requested to be updated on the final contractor selection and negotiated prices.

(Ms. Chin Schlichte departed the meeting.)

8. Mr. Brackenbury introduced Laura Jasinski, Director of Programs and Planning, who presented to the Board on the 2016 Greenway programmatic season. Ms. Jasinski detailed for the Board that The Greenway experienced the sixth consecutive year of growth in trackable visitors to the park, including the second consecutive year over one million trackable visits. Ms. Jasinski discussed the Conservancy's successes in the execution of over 300 free events in 2015, including numerous new partnerships, earned-income activities, and community days for youths participating in the Boys & Girls Clubs of Boston.

Ms. Jasinski detailed the forthcoming focuses of the Conservancy in 2016 on Play and increased programming in Chinatown Park. The new 'GreenPLAY' program will focus on the development of a play-based educational program providing engagement opportunities for youths and families on The Greenway throughout the summer. Ms. Jasinski also highlighted major events planned for 2016 on The Greenway, a record number of vendors in the Greenway Mobile Eats food truck program, and staffing changes that have occurred through the consolidation of the Planning & Design and Public Programs departments.

Board members asked questions about expanding Youth Adventure Days to abutting neighborhoods while other members congratulated staff on the

program's status as structured and voiced support for continuing the current focus.

9. Mr. Brackenbury presented proposed changes to the Conservancy's Park Use Guidelines. Mr. Brackenbury detailed the history and use of the guidelines and offered that the current guidelines were substantially written prior to the Conservancy assuming stewardship of the park in 2009. Mr. Brackenbury spoke to changes that had been discussed with MassDOT in recent years, including the lease directive to revise the Guidelines to codify permission for private and fee-based park uses. Mr. Brackenbury detailed a number of the proposed changes to the guidelines and the process through which staff and MassDOT agreed to the proposed set of changes. **On a motion by Chris Manfredi, and seconded by Tom O'Brien, the updated Park Use Guidelines were unanimously approved.**

10. Chair Kalustian introduced Jodi Wolin, Director of Development, to provide a fundraising update. Prior to Ms. Wolin's presentation, Mr. Kalustian spoke to the importance of Board member participation in private philanthropy efforts benefitting the Conservancy. Ms. Wolin detailed a number of on-going development efforts, including the upcoming Greenway Gala on June 16 and Glow in the Park young professionals event on June 17. Ms. Wolin also detailed recent successes in private giving, including the Conservancy earning gifts to launch the Play program, to build public art capacity, and to make Wharf District improvements.

11. Chair Kalustian announced that the next meeting of the Board would be held on Tuesday, May 10, 2016.

12. No members of the public present sought to be heard.

The Rose Kennedy Greenway Conservancy Board Meeting was adjourned, upon a motion made by Chris Manfredi and seconded by Martin Lynn, and a unanimous vote in favor was held at 5:55pm.