

**Rose Kennedy Greenway Conservancy
Finance, Audit & Risk Management Committee Meeting
Tuesday, October 23, 2018 – 12pm
185 Kneeland Street, 2nd Floor, Boston**

Meeting Minutes

Committee Members Present In Person: Bud Ris, Mark Boyle, Susanne Lavoie, Kim Sherman Stamler, Robyn Reed

Committee Members Absent: Karen Johnson, Tom O'Brien

RFKGC Staff Present: Jesse Brackenbury, Tracey Cooke, Talia Aronson

Open Session

Co-Chair Bud Ris called the meeting to order in Open Session with a quorum present, in person, at 12:07pm.

1. **After a motion made by Mr. Ris and seconded by Ms. Lavoie, the minutes from the August 2nd and September 14th meetings were unanimously approved.**

2. Executive Director, Jesse Brackenbury, discussed three procurements - Electric Vehicles; an Electrical & Lighting Study; and the Creative Concept and Website Development Procurement. Mr. Ris asked questions about the budgeting for the procurements and expressed his enthusiasm for electric vehicles. Mr. Boyle discussed funding sources for the Electrical & Lighting Study. Committee members asked questions about the response rate for the Website Redesign RFP, focus groups for the redesign process, and about the website's audience. Ms. Lavoie noted that the current website has a lot of substance and does not want it to be lost in a redesign.

After a motion made by Mr. Ris, and seconded by Ms. Lavoie, the \$70K Electric Vehicle procurement and \$61K Electrical Lighting Study procurement were unanimously approved. After a motion made by Mr. Ris and seconded by Ms. Lavoie, the \$99K Creative Concept and Website Development procurement was unanimously approved subject to sufficient funding being identified.

3. Mr. Brackenbury discussed the Capital Repair Plan for MassDOT. He gave an overview of what was approved in September and the project timelines. He described what projects were in process. Mr. Boyle noted that MassDOT funds should be prioritized for projects that protect the park's infrastructure, enhance

safety, and increase revenue generation. Committee members asked questions about avoiding trash cans in the park with advertisements, the status of Parcel 2, and the Greenway's ability to mitigate storm shock. Mr. Ris added that MassDOT recently conducted a flood test and is putting together a resilience plan, and recommended that the Conservancy look at how the plan will affect The Greenway. Ms. Lavoie suggested that resiliency be added to the Capital Budget. Mr. Brackenbury concluded that the Conservancy was putting together the update to the Capital Repair Plan.

4. Director of Finance and Administration, Tracey Cooke, discussed the 2019 Budget Planning Update giving an overview of the 2019 budget timeline, noting that final materials will be sent to the FARMC on November 30th. Mr. Brackenbury added that the Conservancy may not propose a balanced budget for 2019, due to the investments in staffing, investments in Development capacity, and 10-Year anniversary initiatives. He explained that an expected surplus from 2018 will be used to fund some of 2019's projects. Committee members asked questions about an unbalanced budget and about projected 2019 food truck and drinkery revenue.
5. No Members of the public present sought to be heard.

Upon a motion made by Mr. Ris and seconded by Ms. Reed, the Finance, Audit and Risk Management Committee of the Rose Kennedy Greenway Conservancy Board of Directors was unanimously adjourned at 1:12pm.