

**Rose Kennedy Greenway Conservancy
Finance, Audit & Risk Management Committee Meeting
Thursday, October 24th, 2019 – 12.08 p.m.
185 Kneeland Street, 2nd Floor, Boston**

Meeting Minutes

Committee Members Present In Person: Bud Ris (Co-chair), Karen Johnson (Co-chair), Mark Boyle, Susanne Lavoie, Robyn Reed, David Wilkinson (joined at 12.12 p.m.)

Committee Members Present Over the Phone: None

Committee Members Absent: Kim Sherman Stamler

RFKGC Staff Present: Jesse Brackenbury, Tracey Cooke, Srivi Radhakrishnan, Keelin Caldwell (joined at 1.22 p.m.)

Non-Committee Members Present: Linda See (potential Board and FARMC member)

Open Session

Co-Chair Bud Ris called the meeting to order in Open Session with a quorum present, in person, at 12:08 pm.

1. **After a motion was made by Mr. Ris and seconded by Ms. Johnson, the minutes from the July 30th 2019 meeting were unanimously approved.**

2. Mr. Brackenbury presented the portion of the MassDOT Capital Plan. The Capital Plan allocation from MassDOT for MassDOT FY18-FY24 is \$2.2M. Mr. Brackenbury explained that we are currently in MassDOT FY20 (July 1, 2019 to June 30, 2020), for which the budget is \$350K comprised of \$75K-climate resiliency, \$100K-masonry and skate deterrents, \$60K-park hardscape assets, \$65K-electric vehicles and \$50K- fountain repairs. The proposed spending from July 1, 2020 to June 30, 2021 (M-FY21) is \$350K: \$100K- climate resiliency, \$75K-LED lighting, \$55K-masonry repairs and skate deterrents, \$70K-hardscape assets and \$50K-fountain repairs.

(Mr. Wilkinson joined the meeting at 12.12 p.m. at which point Mr. Brackenbury briefed him of the proceedings.)

Board members inquired into the specifics on skate deterrents. A discussion of the role of deterrents, Greenway Rangers, and supplemental security ensued. The

Committee also discussed the effect that climate change and flooding might have on The Greenway and advised having short-term strategies to prepare for catastrophic events.

3. At 1.05 p.m. Ms. Cooke presented the year-to-date monthly budget vs. actual report. She explained the budget process for the year 2020 and noted that the Conservancy's senior staff is in the process of submitting their first round of budgets.
4. Mr. Brackenbury explained that while the Conservancy had routinely produced surpluses, it would be budgeting for 2020 to aim for balance. When the Committee members inquired about staffing needs, Mr. Brackenbury explained that the Conservancy needed capital/planning expertise and PR assistance.
5. At 1.20 p.m., Ms. Cooke updated the Committee that the Conservancy had outgrown Quickbooks, the current accounting system. She explained that the Conservancy is exploring alternative software and potential consultants to assist with the selection and implementation of a new accounting system. Mr. Brackenbury clarified that while Quickbooks didn't have any recurring costs, the new system transition would mean \$25K-\$59K in consultant and implementation costs and annual costs of about \$10K-\$15K.
6. At 1.22 p.m. Ms. Caldwell gave an overview of the Requests For Expressions of Interest sent out for activating Parcel 12 of The Greenway. She said that out of the 8 proposals that The Conservancy had received they were still looking into 2 proposals, a Green Wheel, and a "Technology Park". Mr. Brackenbury explained that since P12 is tied up in city-state planning processes, the Conservancy was only looking at temporary projects on this site.
7. No Members of the public present sought to be heard.

Upon a motion made by Mr. Ris and seconded by Mr. Boyle and Mr. Wilkinson, The Finance, Audit and Risk Management Committee of the Rose Kennedy Greenway Conservancy Board of Directors was unanimously adjourned at 1:38 pm.