

**Rose Kennedy Greenway Conservancy
Finance, Audit & Risk Management Committee Meeting
Tuesday, May 7th, 2019 – 12pm
185 Kneeland Street, 2nd Floor, Boston**

Meeting Minutes

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

Committee Members Present Over the Phone: Kim Sherman Stamler (exited the room and joined over the phone at 1.15p.m.)

Committee Members Absent: David Wilkinson, Susanne Lavoie

RFKGC Staff Present: Jesse Brackenbury, Tracey Cooke, Srivi Radhakrishnan

Non-Committee Members Present Over the Phone: Jeanie Gorlovsky-Schepp (called in @ 12.05 p.m.)

Open Session

Co-Chair Bud Ris called the meeting to order in Open Session with a quorum present, in person, at 12:00 pm.

1. **After a motion made by Mr. Ris and seconded by Ms. Johnson, the minutes from the March 19th 2019 meeting were unanimously approved.**

2. Ms. Jeanie Gorlovsky-Schepp from AAFCPAs called in to give an overview of the 990. She briefed The Committee on the Unrelated Business Income Tax that would be levied on The Conservancy beginning in 2018. Mr. Ris called for a motion to recommend the 990 to the Board which was unanimously approved. *Ms. Schepp exited the call at 12.15 p.m.*

3. Executive Director Jesse Brackenbury gave an overview of the Enterprise Risk Management Matrix. There was a discussion on the areas of high and medium risk and the steps taken by The Conservancy to address these risks.

4. Mr. Brackenbury updated The Committee on the open positions at The Conservancy and briefed them on where we were in the interviewing process for these positions. (No vote was required here.)

5. Procurement items -
 - a. Mr. Brackenbury sought approval for 2 vendors - Max Ultimate Food, a caterer at The Greenway Gala (\$50k) and for PEAK Event Services(\$57k), a vendor to provide tent services for The Greenway Gala and Glow. At 12.41 p.m. upon a motion made by Mr. Ris and seconded by Mr. Boyle, the 2 procurements were unanimously approved with a caveat that going forward The Conservancy was to invite multiple parties to bid. Mr. Brackenbury sought recommendation for a sculpture to be commissioned by Yinka Shonibare on The Greenway in 2020. The total fees of GBP 130k are to be paid in 2 instalments - the first in 2019 and the second in 2020. After a motion made by Mr. Ris and seconded by Ms. Johnson, The Committee unanimously recommended this to The Conservancy's Board.
 - b. Mr. Brackenbury also sought recommendation to procure a vendor for basic park maintenance services. After careful consideration of the two finalists for this contract, the FARMC recommended a total of \$770k for this procurement. Upon a motion made by Mr. Ris and seconded by Mr. Boyle the motion to recommend to the Conservancy Board was unanimously approved.
6. Mr. Brackenbury reviewed the list of 2018 vendors. The Committee had no questions on this topic.
7. Mr. Brackenbury presented about the new City lobbying ordinance. Since there is no minimal threshold, and with guidance from counsel, the Conservancy and Rachel Lake have registered.
8. No Members of the public present sought to be heard.

Upon a motion made by Mr. Ris and seconded by Ms. Johnson, the Finance, Audit and Risk Management Committee of the Rose Kennedy Greenway Conservancy Board of Directors was unanimously adjourned at 1:35 pm.