



**Rose Kennedy Greenway Conservancy FARMC meeting
Wednesday, December 6, 2022 -12:00 pm**

Meeting Minutes

Committee Members Present: Karen Johnson, Jenny Morse, Linda See, Rosalind Gorin, Deniz Johnson

Committee Members Not Present: N/A

Conserservancy Staff Present: Chris Cook, Tracey Cooke, Karlecia Berganza

Invited Guests Present: David Kelleher, Kaite Noll

Members of the Public Present: N/A

Open Session

1. **Chair Karen Johnson called the meeting to order in Open Session with a quorum present, at 12:03 pm. Upon a motion made by Karen Johnson, approved by Jenny Morse, and seconded by Rosalind Gorin, the minutes from the September 7, 2022 meeting were unanimously approved.**
2. Executive Director, Chris Cook, discussed the procurement for food and beverage service for the 2023 Gala and Glow in the Park. Cook reviewed last year's Gala revenue and reflected on the time and effort Conservancy staff and volunteers spent on the planning and execution of the event. He then noted that The Greenway would like Max Ultimate Food to provide catering for the 2023 Gala, as they were an important part of the success of the 2022 Gala. **Upon a motion made by Johnson, and seconded by Gorin, the procurement in the amount of \$104,000 for Max Ultimate Food, for food and beverage services for the 2023 Gala on The Greenway and beverage service for Glow in the Park was unanimously approved.**
3. David Kelleher and Katie Noll of AAFCPA introduced themselves and gave updates on the Greenway Conservancy's audit and financials. Kelleher noted that there will not be any major changes for the 2022 audit. Noll asked the Committee about The Greenway's Conflict of Interest procedures. Tracey Cooke explained that the entire Board signs a Conflict of Interest form annually. Cook reported that the BID members unanimously voted

to renew the BID. As part of the new four party funding MOU covering the next five years, the BID will provide \$1M in operating support and \$500k in Enhancements. He noted that formal signed contracts should be executed by MassDOT, the BID and The City by June 30th.

Noll and Kelleher exited the meeting at 12:29 pm

4. Cook expressed concern about the Park maintenance and services contract and explained that Block by Block has an updated proposal showing a smaller but still substantial increase. He planned to speak with Bob Stigberg and Cooke about trying to find a fair compromise with Block by Block. Cook noted that he felt it was important to speak to FARMC and the Board before making a final decision on the contract extension.
5. Cook presented the 2023 Operating and Capital Budgets. The operating deficit for 2023 is projected to be (\$345k). Overall, revenue is increasing, however the increase is mainly funding for additional programming such as winter lights, the Amazon dance program, and Public Art so therefore adds additional expenses. He said that all departments are continuing to review their budgets for additional savings/opportunities. He noted that City Winery is not returning, however the Greenway hopes to bring in increased revenue with activations on Dewey Square. Cook said that the Conservancy is not going to increase the price for food trucks as they are still struggling. The Conservancy spoke about winterizing the carousel and increasing its runtime. The 2023 Capital Budget also shows a deficit of (\$74k) mostly due to overruns in the Chin Park Lighting project. **Upon a motion made by Karen Johnson and seconded by Deniz Johnson, the 2023 Operating and Capital Budgets were unanimously approved.**

Linda See exited the meeting at 12:56 PM

6. Johnson and Cooke gave an update on the Investment Committee. The contract with Fiduciary Trust was signed and all investments have been transferred as of November 2022. Johnson congratulated Cooke on completion of the process, while Cook and Cooke thanked Johnson for her service during her time on the Conservancy Board.
7. No members of the public were present for comments.

Upon a motion made by Karen Johnson and seconded by Deniz Johnson, the Finance, Audit and Risk Management Committee of the Rose Kennedy Greenway Conservancy Board of Directors was unanimously adjourned at 1:04 pm

Next scheduled FARMC meeting: March 21, 2023; 12:00 PM.