



**Rose Kennedy Greenway Conservancy FARMC meeting
Wednesday, September 12, 2023 -12:00 pm**

Meeting Minutes

Committee Members Present via Zoom: Kirstin Hoffman, Rosalind Gorin, Linda See, Jenny Morse

Committee Members Present in Person: Deniz Johnson

Committee Members Not Present: Michael Bonetti, Sayed Saleh

Conservancy Staff Present in Person: Chris Cook, Tracey Cooke, Karlecia Berganza

Invited Guests Present via Zoom: N/A

Members of the Public Present: N/A

Open Session

1. Chair Deniz Johnson called the meeting to order in Open Session with a quorum present, at 12:04 pm. **Upon a motion made by Johnson and seconded by Linda See, the minutes from the May 2nd, 2023 meeting were unanimously approved.**
2. Chris Cook introduced Michael Bonetti as a new FARMC member.
3. Cook gave a report on the current procurements for Gala Catering and Masonry. He said that Max Ultimate Food (Gala Catering) was successful at last year's Gala and Glow in the Park. Therefore, he asked for authorization of \$113,000 for Max Ultimate Food to do the catering for both Gala and Glow in 2024. Jenny Morse added that Max Ultimate Food did a good job on both events. **Johnson made a motion to approve Max Ultimate Food as Gala and Glow Caterer. Morse seconded the motion.**
For Masonry, Cook reported that there are two options -JWG and JAJ. We currently are awaiting final bids for a three year contract from both, but know that the cost per year will be approximately \$100k for a total of \$300k for the three years. **Johnson made a motion to approve the award of up to \$300,000 for masonry work to either JWG or JAJ for work to occur between September 25, 2023 to June 30, 2026. Kirsten Hoffman seconded and the motion was unanimously approved.**

4. Cook and Tracey Cooke reviewed the 2023 Forecast with the committee, comparing it to the 2023 Budget. Overall Revenues increased due to unexpected funding increases which were offset in part by weather related declines in earned income. The increased funding supported additional programming which increased expenses however payroll related costs were down from the budgeted amount due to vacancies. The net result of the changes in revenue and expenses was an improvement of the deficit budgeted earlier in the year.
5. Cooke gave updates on the Insured Deposit Program implemented to protect The Greenway's banking assets; the successful IRS audit of our Employee Retention Credit Submission; progress on The Greenway's new payroll system; and a new investment account set up at Fiduciary Trust.
Cook provided an update on the 5 year funding agreements with the BID, City and MassDOT all which were successfully completed and signed in the previous months. Gorrin complimented the team.
6. No members of the public were present for comments.

Upon a motion made by Johnson and seconded by See, the Finance, Audit and Risk Management Committee of the Rose Kennedy Greenway Conservancy Board of Directors was unanimously adjourned at 1:01 pm

Next scheduled FARMC meeting: October 24, 2023; 12:00 PM.