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## Foundry Advisory Committee - Meeting Notes

**Friday, April 9, 2020**

**8:00 – 9:30 a.m.**

**Via Zoom Meeting**

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*FAC Members in Attendance:* Mark Tang, Jason Slavick, Marie Saccoccio, Joyce Chen, Jamie Sabino, Richard Thal; *Absent:* Carole Sousa

*CRA Staff in Attendance:* Tom Evans, Kathryn Madden, Erica Schwarz, Hema Kailasam

*City of Cambridge and architects Cambridge Seven in Attendance:* Robert Garner, Michael Black, Justin Crane, Stefanie Greenfield

Because this was a remote meeting, the CRA did not otherwise track attendance.

Erica Schwarz from the CRA opened the meeting, and noted that former FAC member Joyce Chen was now a member of the Foundry Consortium Board of Directors, and would be participating in the meeting in that new role. Erica noted that the CRA and City of Cambridge would soon initiate a process for filling that seat.

### **Design and Construction Update**

Bob Garner from the City of Cambridge provided a construction update.

Masonry repair is 90% complete. The City is very pleased with the quality of the job, which is being performed by trade bidder Fernandes Masonry. Second floor concrete slabs on deck have been installed. The third floor ceiling is nearly complete with new natural wood being installed due to damage and asbestos contamination of the existing wood ceiling. Rot found on some ceiling trusses has resulted in the installation of steel reinforcements. Next week the concrete installation will start on the third floor of the addition.

The building remains on schedule to be completed by May 31, 2022. The building is around 36% complete with approximately 36% of the budget spent. The building is expected to come in on budget, although it may be tight. To date, contingencies have covered unexpected costs, such as truss reinforcement.

### **Foundry Consortium Operating Update**

The Foundry Consortium's executive director search is well underway with a very strong pool of over 50 applicants. The selection committee, made up of CRA staff and Foundry Consortium board members, expects to make a hire by early summer.

Foundry Program Assistant Tracy Jean-Chronberg noted that the Foundry Consortium expects to hold grand opening events in September, 2022. The staff will use the months immediately following the end of construction to prepare the building to be fully open.

The Foundry Consortium Board is now considering expanding from its current size of 8 people. The bylaws allow for up to 15. They are assessing what skills they have within the board and

which skills or experiences might be useful to bring on. They are considering adding a youth/young adult seat. They are also interested in legal skills, knowledge of how to run a facility, broader community representation, and a range of experience and points of view. The board will take recommendations, vet candidates against their identified needs, and vote on new members.

It was asked what kind of board this is; how involved in the work. Tracy noted that it is an active board, with every board member on at least one subcommittee, which include: Finance, Executive Search, and Fundraising.

FAC member Marie Saccoccio suggested senior representation on the board, perhaps by reaching out to Cambridge Somerville Elder Services.

Jason Slavick asked if there was artist representation on the board and expertise in science and technology. Tracy noted that Jean Appolon and Betsy Bard each bring expertise in the arts, in dance and theatre, respectively. Stephanie Couch, the board chair, runs the Lemelson-MIT program, which educates youth in science and innovation. However, more representation in these areas is welcomed.

FAC members asked about the operating budget and if the office rents will, in fact, cover annual operating expenses. The current model includes conservative estimates for office rental income and shows the Foundry Consortium's revenues as sufficient to cover the building operating expenses, as well as allow for deposits into the capital reserve fund.

It was noted that the new Foundry executive director can train board members to support fundraising as needed, and that several board members do have fundraising experience. Foundry Board Chair Stephanie Couch noted that the Foundry Consortium wants to maintain a balance to ensure that any Foundry fundraising done will not compete with local groups. Some supporters are standing by to help with fundraising; they will be drawn in once the new ED starts to staff that work.

FAC member Jamie Sabino noted that fundraising does not have to be competitive; the new ED could work in partnership with nonprofits to help raise money that would support them in taking their programs to the Foundry. It was noted that the Foundry is unique, which presents a different draw for some donors, and such funds can help the Foundry Consortium support smaller nonprofits who may not otherwise have the capacity to come to the Foundry.

The operating budget and financial model will be reviewed at a future FAC meeting.

### **Overview of Roles**

Erica Schwarz shared a draft document outlining the roles of the key players in the Foundry: The City of Cambridge, Cambridge Redevelopment Authority, Foundry Consortium, and FAC. The question posed was if the role of the FAC appeared appropriate for the operational phase when the building is up and running.

Jamie Sabino noted that the outline looks right and that the FAC should also be available to help or support the Executive Director, share fundraising contacts, and help make connections with nonprofits who may want to use the space.

It was noted that the roles should reflect that the FAC helps to serve as a voice of local residents. Community member Ron Mallis noted that the Foundry Consortium's role should include collaboration and the intent to do more by working with others than any entity could do alone. An updated version of the summary of roles document – edited to reflect comments from the April FAC meeting – is attached to these minutes.

Community member David DeCelis asked if diversity, equity and inclusion goals were being incorporated into the Foundry Consortium board development and executive director search efforts. Stephanie Couch noted that they were, in both cases. She noted that creating a welcoming space for all at the Foundry is the number one goal, which will require diversity on the board and among staff, among other things.

Stephanie also noted that the new Toomey Park, across Third Street from the Foundry, will bring many families to the area and that the Foundry Consortium Board is thinking about how to create a "creative corridor" and coordinate efforts of the Foundry and new developments underway including MIT's Volpe site, BioMed new development in the Canal District, and the redevelopment of the Cambridgeside Galleria.

Community member Amelia Joselow of the City's LGBTQ Commission asked if there will be room at the Foundry to accommodate a new LGBTQ community center that they are developing. It was noted that programs cannot reserve a space for their exclusive use, but that a program might reserve a space on a regular schedule, such as every Tuesday from 4 – 6 pm.

It was noted that the Foundry Consortium board should consider adding LGBTQ representation if it is not already there.

The meeting was adjourned at 9:25 am.