



Potter Park Zoological Society Board of Directors Meeting

Aug. 24, 2020 – 11:30 p.m. to 1 p.m. via Zoom

MINUTES

Present

Julie Pingston
Erin Schor
Aaron Davis
Justin King
George Berghorn
Amy L. Morris-Hall, Society Executive Director

Absent

Drew Milam
Bethany Wicksall

General Items

1. Meeting was called to order at 11:33 a.m.
2. Approval of July 27, 2020 minutes – approved.
3. No members of public
4. Late Items/Deletion/Consent Items – None

Board Items

5. Financial Report YTD (preliminary) through July 31, 2020
Revenue
Due to program cancellations caused by COVID-19, year to date revenue at \$346,995 is under budget by \$304,551,41.
Expenses
Total year to date expenses at \$460,643.65 are \$177,594 under budget.
Statement of Financial Position
The net deficit as of July 31, 2020 is \$113,648.07.
Cash on hand as of July 31, 2020 is \$193,190.41.
6. Transaction of Business
 - a. Old Business
 - a. None
 - b. New Business
 - a. Julie Pingston discussed the executive director's salary decrease which was 50 percent and expressed interest in incrementally restoring it as the Society is stabilizing in regard to cash flow. The board discussed and would like to revisit this issue monthly. They

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also discussed reimbursing direct expenses being incurred by the executive director that have not been reimbursed since the initial stay at home order. The board voted to reimburse these expenses and to partially restore the executive director's wages by 10 to 20 percent at this time. Justin moved, Erin seconded and the motion carried.

Discussion Items

1. Board President Update
 - a. No update
2. Executive Director's report
 - a. Covid-19 Action/Staff Update
Mariah Martinez is returning full time around Aug. 10. She will be working to reinstate FALCONERS and examine what can be done with Zoo in Your Neighborhood. Carolyn Fabro and Adrian Ramirez are returning on an as needed basis to work on private events, a fall festival and Wonderland of Lights.
 - b. Education and Events
The Eaton RESA high school class will begin in mid-April. Plans are underway for a fall festival (modified version of Boo at the Zoo) and Wonderland of Lights.
 - c. Communications – Continue to go well.
 - d. Fund Development Update
 - i. Erin and Amy are working on applying for several fall grants.
 - e. Animal update
 - i. Ambassador Animal program is undergoing major changes. More will be announced soon.
3. Advisory Board Committee Updates
 - a. Finance
4. Suggestions for future agenda items, discussion and/or board comments
 - a. Julie Pingston mentioned that the zoo will be featured on Under the Radar and the GLCVB provided financial support for this.
 - b. Drew Milam changed positions at Jackson National Life and had an opportunity to meet with the group that handles all of our donations, etc. JNL is a contributing sponsor to Wonderland of Lights and sent out 3000 tickets to the event (1000 were used).
The deadline for the JNL grant application is in September and the Society will be applying for BZL support.

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5. Public comment – No members of the public attended the meeting.

Adjournment

The meeting adjourned at 12:21 p.m.

Potter Park Zoo - Zoom – 11:30 a.m. – 1 p.m.

September 21, 2020

October 26, 2020

November 16, 2020

December 14, 2020