



## Potter Park Zoological Society Board of Directors Meeting

July 27, 2020 – 11:30 p.m. to 1 p.m. via Zoom

### MINUTES

#### Present

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

#### Absent

Drew Milam  
Aaron Davis

#### General Items

1. Meeting was called to order at 11:34 a.m.
2. Approval of June 22, 2020 minutes – approved.
3. No members of public
4. Late Items/Deletion/Consent Items – None

#### Board Items

5. Financial Report YTD (preliminary) through June 30, 2020  
*Revenue*  
Due program cancellations caused by COVID-19, year to date revenue at \$323,696.62 is under budget by \$231,078.38.  
*Expenses*  
Total year to date expenses at \$403,288.18 are \$112,117.82 under budget.  
*Statement of Financial Position*  
The net deficit as of June 30, 2020 is \$79,591.56  
Cash on hand as of June 30, 2020 is \$191,177.26
6. Transaction of Business
  - a. Old Business
    - a. None
  - b. New Business
    - a. None



## Discussion Items

1. Board President Update – Julie visited the zoo since the reopening and commended the zoo team on an enjoyable visit with friendly staff, animals on exhibit and a safe environment. She also commended Amy on her work to sort out who can come back and when. She also mentioned Amy’s salary reduction. She is hopeful that events offer some opportunities going into the fall.
2. Executive Director’s report
  - a. Covid-19 Action/Staff Update

In light of revenue losses and a lack of programming due to COVID-19, education staff will not be returning Sept. 1. The Zoo in Your Neighborhood and FALCONERS coordinator will be returning full-time and the two events team members will return on a part-time basis. This staffing level will continue through the fourth quarter. Decisions will be made regarding the first quarter of 2021 sometime in November.
  - b. Education and Events

Education programming on grounds is indefinitely suspended other than the Eaton RESA high school class and possibly FALCONERS. Events will resume in a limited capacity beginning in August. Public events Boo at the Zoo and Wonderland of Lights will take place but will not look like prior years.
  - c. Communications – The zoo’s social media continues to do very well and the zoo has been featured on many media outlets.
  - d. Fund Development Update
    - i. Eaton RESA has signed a contract for the high school class for 2020-2021. The class will take place in person or virtually, depending on school district decisions.
    - ii. The PPP loan forgiveness application has been submitted to Capitol National Bank.
    - iii. An attorney for an estate reached out to Amy to notify the Society that they have been named in an estate. More information will be coming soon.
    - iv. Amy will be speaking to Safari Club in Mt. Pleasant Aug. 3.
    - v. The review of the Michigan Council for Arts and Cultural Affairs grant submission took place last week and the results will be announced early in September.
  - e. Animal update
    - i. Jaali continues to do very well. He now weighs 500 lbs. and is coming along in training and bonding with keepers.
    - ii. The elk calves are very playful and make the exhibit interesting for guests.

**POTTER PARK**



iii. The otter pups were introduced to father Miles and all four otters are on exhibit together.

3. Advisory Board Committee Updates – None
4. Suggestions for future agenda items, discussion and/or board comments
  - a. None
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.*

*August 24, 2020*

*September 21, 2020*

*October 26, 2020*

*November 16, 2020*

*December 14, 2020*