



Potter Park Zoological Society Board of Directors Meeting

Nov. 16, 2020 – 11:30 p.m. to 1 p.m. via Zoom

MINUTES

Present

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

Absent

Drew Milam
George Berghorn

General Items

1. Meeting was called to order at 11:32 a.m.
2. Approval of Oct. 26, 2020 minutes – approved.
3. No members of public
4. Late Items/Deletion/Consent Items – None

Board Items

5. Financial Report YTD (preliminary) through Oct. 31, 2020
6. Revenue: Year to date revenue at \$481,266.43 is below prior year by \$510,392.74
Expenses: Year to date expenses at \$590,911.19 is below prior year by \$410,790.91.
Cash and cash equivalents stand at \$221,940.84 which is \$20,002.88 lower than prior year.
Statement of Financial Position: There was 54 days of cash available as of Oct. 31, 2020 down from 69 days as of Sept. 30, 2020 and 84 days as of Aug. 31, 2020. Ingham County had outstanding invoices totaling \$90,872 as of Oct. 21, 2020 due to the implementation of the new point-of-sale system. Payment is expected to be received in November.
The net deficit as of Oct. 31, 2020 is \$109,645. The proceeds of the PPP Loan are not included in revenue at this time. They are currently listed as a liability. That will change when loan forgiveness notification is received.
7. Transaction of Business
 - a. Old Business – None
 - b. New Business

POTTER PARK



- a. Budget Update: A draft budget will be presented at the board's December meeting.

Discussion Items

1. Board President Update
Julie said the Zoo Advisory Board has not met yet this month, so she will have a report next month. She did mention that zoo incentive days would be up for approval at the next Zoo Advisory Board meeting. She thanked Amy for taking the reduction in pay and for her navigation of the finances of the Society through 2020.
2. Executive Director's report
 - a. Covid-19 Action/Staff Update
Primarily working off grounds, budget is in the works with some base assumptions about COVID and 2021.
 - b. Events and Education – the high school class is going well and WOL is expected to generate significant revenue although it will be beneath last year due to capacity limits.
High School class.
 - c. Communications – Continues to go well.
 - d. Fund Development Update
 - i. Sharon Castle of the Nonprofit Network continues to assist in the Society's fund development efforts.
 - ii. We will be receiving \$18,000 from the Capital Region Community Foundation.
 - iii. The end of year appeal is expected to go out in late November of early December.
 - e. Animal update
 - i. McKenzie, the Bactrian camel, was euthanized due to quality of life issues around long-term arthritis.
 - ii. Liya, the female Amur tiger, will be moving to another zoo for breeding.
 - iii. Breeding recommendations have been received for many animals at the zoo.
3. Advisory Board Committee Updates – None
 - a. Finance committee – The zoo will be ending the year in a good position although they did have to use a significant amount of the funds in their fund balance.
4. Suggestions for future agenda items, discussion and/or board comments - None
5. Public comment – No members of the public attended the meeting.

POTTER PARK



Adjournment

The meeting adjourned at 12:15 p.m.