



Potter Park Zoological Society Board of Directors Meeting

Oct. 26, 2020 – 11:30 p.m. to 1 p.m. via Zoom

MINUTES

Present

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

Absent

Drew Milam
Aaron Davis

General Items

1. Meeting was called to order at 11:35 a.m.
2. Approval of Sept. 21, 2020 minutes – approved.
3. No members of public
4. Late Items/Deletion/Consent Items – None

Board Items

5. Financial Report YTD (preliminary) through Sept. 30, 2020
Revenue: Due to program cancellations caused by COVID-19, year to date revenue at \$387,962.70 is below prior year by 440,348.90.
Expenses: Year to date expenses at \$539,510.20 are \$355,633.92 under budget.
Statement of Financial Position
The net deficit as of Sept. 30, 2020 is \$151,546.50.
Cash on hand as of Sept. 30, 2020 is \$134,882.22 (69 days of cash).
6. Transaction of Business
 - a. Old Business – None
 - b. New Business
 - a. Schedule 2021 meeting dates – Amy will send proposed meeting dates to board members in advance of the next board meeting. The meeting time will be changed to 3 p.m.

Discussion Items

1. Board President Update
Julie said the Zoo Advisory Board met in person in October. Discussion centered

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on the zoo finances – which are looking good at this point. The zoo will likely finish the year in reasonably decent shape. They had to tap into fund balance, but it was not completely depleted. Julie also mentioned the ongoing human resources issue Cindy Wagner is working on.

2. Executive Director's report

a. Covid-19 Action/Staff Update

Amy discussed planning for 2021 and a meeting with Cindy Richmond to discuss the 2021 budget. Much of the budget will be made based on conservative revenue assumptions as there is really no way to know exactly what to do.

b. Events and Education

The Fall Zootacular went well with nearly 6,000 guests visiting the zoo. The event generated \$45,000 in revenue. The events team is preparing for Wonderland of Lights and it is expected to go well as it is an outdoor event.

A student in the Eaton RESA high school class tested positive for COVID-19. The director of the Ingham County Health Department was consulted and recommended that the student quarantine and the class continue in person.

c. Communications – Continues to go well.

d. Fund Development Update

- i. The Michigan Council for Arts and Cultural Affairs awarded the Society \$18,000 for operating support.
- ii. A local trust is recommending \$25,000 be donated to the Society. This funding (if approved) will be received in late November.
- iii. An estate will be settled soon, and the Society will receive around \$37,000 in funds from that trust.

e. Animal update

- i. The male bongo is in the bongo barn and breeding is expected in the spring. Otters, red panda and elk may also be bred in the spring.

3. Advisory Board Committee Updates – None

4. Suggestions for future agenda items, discussion and/or board comments - None

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

Adjournment

The meeting adjourned at 12:25 p.m.