



## Potter Park Zoological Society Board of Directors Meeting

Sept. 21, 2020 – 11:30 p.m. to 1 p.m. via Zoom

### MINUTES

#### Present

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

#### Absent

Drew Milam  
Aaron Davis  
George Berghorn

#### General Items

1. Meeting was called to order at 11:36 a.m.
2. Approval of Aug. 24, 2020 minutes – approved.
3. No members of public
4. Late Items/Deletion/Consent Items – None

#### Board Items

5. Financial Report YTD (preliminary) through Aug. 31, 2020  
*Revenue:* Due to program cancellations caused by COVID-19, year to date revenue at \$370,364.55 is under budget by \$373,525.45.  
*Expenses:* Year to date expenses at \$499,036.49 are \$266,716.51 under budget.  
*Statement of Financial Position*  
The net deficit as of Aug. 31, 2020 is \$128,671.94.  
Cash on hand as of Aug. 31, 2020 is \$171,852.85.
6. Transaction of Business
  - a. Old Business – None
  - b. New Business – None

#### Discussion Items

1. Board President Update
  - a. Julie Pingston reported on the zoo advisory board meeting held earlier this month. The zoo financials are looking good in spite of the extra expenses required to open the zoo. The reserves the zoo had in fund balance will leave them in good position at the end of the year. Also, Cindy Wagner let the board know about a letter she received regarding

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human resources issues at the zoo. Julie mentioned that Amy's salary had been increased by 20 percent as was approved by the board.

2. Executive Director's report
  - a. Covid-19 Action/Staff Update  
There have been no staffing changes since the last report. Justin King asked if anyone at the zoo had contracted COVID. Amy answered no.
  - b. Education and Events  
The Eaton RESA high school class is going well. The first FALCONERS event since the pandemic was held last week with around 100 people in attendance. Plans are underway for a fall festival which will be a modified version of Boo at the Zoo and will be called the Fall Zootacular. The zoo will be decorated, and guests will be invited to wear their costumes. Events staff is also working on a plan for Wonderland of Lights. Both public events will follow the zoo's current safety protocols.
  - c. Communications – Continues to go well.
  - d. Fund Development Update
    - i. Amy is working with Sharon Castle and Cindy Richmond on revenue estimates for 2021 to assist with budgeting and soliciting donors.
  - e. Animal update
    - i. The barred owl passed away after being seriously injured by ground bees. The zoo will be receiving a male bongo soon. Jaali continues to do well.
3. Advisory Board Committee Updates
  - a. None
4. Suggestions for future agenda items, discussion and/or board comments
  - a. Julie Pingston mentioned that the zoo was featured on Under the Radar and the GLCVB provided financial support for this.
  - b. Amy mentioned that she was not available for the Dec. 14 board meeting. The board agreed to change the meeting to Dec. 7.
5. Public comment – No members of the public attended the meeting.

### **Adjournment**

The meeting adjourned at 12:06 p.m.

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

*October 26, 2020*

*November 16, 2020*

*December 7, 2020*