



Potter Park Zoological Society Board of Directors Meeting

April 26, 2021 – 3 to 4 p.m. via Zoom

MINUTES

Present

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

Absent

Aaron Davis
Bethany Wicksall

General Items

1. Meeting was called to order at 3:12 p.m.
2. Approval of March 29, 2021 minutes – approved.
3. No members of public
4. Late Items/Deletion/Consent Items – None

Board Items

5. Financial Report YTD (preliminary) through March 31, 2021
6. Revenue: Year to date revenue at \$173,755.25 is over budget by \$\$14,224.25.
Expenses: Year to date expenses at \$168,950.88 are below budget by \$38,496.12.
Net Surplus: Year to date net profit is at \$4,804.37 compared to budget which is a deficit of \$47,916.00.
Cash and cash equivalents stand at \$382,294.24 which is around 184 days of cash. This is due in large part to the second PPP loan of \$106,500.
7. Transaction of Business
 - a. Old Business
 - a. Executive Director Review – Board members presented this review to Amy. They noted areas where all board members felt Amy exceeded expectations and thanked her for her efforts.
 - b. County/Society Agreement – The agreement will be expiring this year. The board agreed the new agreement is a good representation of the current relationship of the Society with the County.
 - b. New Business
 - a. None



Discussion Items

1. Board President Update

Julie Pingston noted that the Zoo Advisory Board meeting did not have a quorum, but they still met.

- She noted that zoo attendance had doubled over last year likely due to weather.
- The retaining wall near the restaurant collapsed. This will be repaired as soon as possible, but the expenses will be substantial.
- Ingham County is raising the minimum wage over the next several years and Cynthia Wagner will have to watch this as she budgets.
- Julie also noted that the zoo will be able recover funds lost due to the pandemic because of a plan initiated by the federal government.

2. Executive Director's report

a. Staff Update

No new updates regarding staff

b. Events

Zoo Nights planning continues for four evenings in the summer of 2021.

c. Education

The education team will kick off the new programming May 1. They are working on the backyard garden and plan to have it completed May 1. Registration is progressing well for Zookambi.

d. Communications

Peter continues to learn more about zoo priorities and is doing an excellent job.

e. Fund Development Update

- i. The capital campaign class continues to go well. Cindy, Amy and Erin are learning rapidly about the number of things that need to happen for a successful campaign.
- ii. A board self-assessment is recommended by Sharon Castle and Amy will be bringing that to the board soon. Discussion ensued about board participation in the capital campaign and recruitment for a capital campaign committee.

f. Animal update

- i. The otter pups are doing well.
- ii. Unfortunately, the four cotton-top tamarin babies passed away. Four is a very large group for any mother and this led to their passing.
- iii. Several animals are moving within the zoo. Kangaroo will be moving to the former camel yard, the emu will be moving to the

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tufted deer yard and the tufted deer will be moving to the former kangaroo yard.

- iv. Sivaki, the geriatric Amur tiger, passed away due to age related health issues.

3. Advisory Board Committee Updates
 - a. Strategic Planning – None
 - b. External Relations – 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 4 p.m.

2021 Meeting Schedule – Potter Park Zoo – Zoom – 3 – 4:30 p.m.

May 24, 2021

June 28, 2021

July 26, 2021

Aug. 30, 2021

Sept. 27, 2021

Oct. 25, 2021

Nov. 15, 2021

Dec. 13, 2021