



Potter Park Zoological Society Board of Directors Meeting

May 22, 2023 – 11:30 to 1 p.m. in Welcome Center Conference Room

MINUTES

Present

Julie Pingston
Roxanne Truhn
Gabe Rodriguez-Garriga
Karlene Belyea
Amy L. Morris-Hall, Society Executive Director

Absent

George Berghorn
Aaron Davis
Bethany Wicksall

General Items

1. Meeting was called to order at 11:35 a.m.
2. Approval of April 24, 2023 minutes – approved
3. No members of public
4. Late Items/Deletion/Consent Items – None

Board Items

5. Financial Report YTD (preliminary) through April 30, 2023

Revenue: Year to date revenue at \$455,530.31 is over budget by \$95,166, with capital campaign revenue not included. Year to date revenue exceeds prior year by \$102,753.77 without the capital campaign.

Expenses: Year to date expenses at \$332,553 are \$4778 under budget without the capital campaign. Year to date expenses are \$68,954.07 over prior year primarily due to staffing changes.

Net surplus: There is a net deficit of \$795,547.25 with capital campaign revenue included due to a transfer of \$1,325,000 to Ingham County in February. The net surplus from operations not including capital campaign is \$99,944.07.

Cash: The days of cash increased from 328 days as of March 31, 2023 to 377 days as of April 30, 2023 with capital campaign cash and expenses not included.



6. Transaction of Business

- a. Old Business
 - a. Additional Board Member still an option
- b. New Business
 - a. Bonding – The board discussed the option of bonding for the veterinary facility and agreed it was a positive option.
 - b. Audit – The board reviewed and approved the 2022 audit.

Discussion Items

1. Board President Update on Advisory Board Meeting
 - a. No update today.
2. Executive Director's report
 - a. Miscellaneous
 - i. Path project – We still do not have an exact date.
 - b. Staff Update
 - i. Marie Benner was hired as the Learning Programs Coordinator and will begin May 3, 2023.
 - c. Events/Education
 - i. Zoo Nights May 11, 2023 had around 415 people. The next event is June 15, 2023.
 - ii. World Migratory Bird Day is June 3, 2023.
 - d. Accreditation
 - i. We are all working to get organized for the June 20-22 inspection.
 - e. Fund Development Update
 - i. The next donor event is Guac with Wayne June 7, 2023.
 - f. Capital Campaign Update
 - i. \$500,000 was transferred to Ingham County May 1, 2023.
 - ii. RFP for the design/build contract is posted with the intent of evaluation around June 13.
 - iii. We are considering a public phase once we have a solid estimate of cost.
 - g. Animal update
 - i. Okapi – PPZ will potentially be receiving information about a male Okapi at the end of the month.
 - ii. The tufted deer fawn is doing very well and will be announced today.

POTTER PARK



- iii. Bongo baby is doing well.
 - iv. Male bongo will be coming to the zoo next week.
 - v. The ring-tailed lemur is pregnant.
 - vi. Review of animal management minutes.
3. Suggestions for future agenda items, discussion and/or board comments
 - a. None

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

Adjournment

The meeting adjourned at 12:40 p.m.

2023 Meeting Schedule – Potter Park Zoo – Welcome Center Conference Room

July 24, 2023

Aug. 28, 2023

Sept. 25, 2023

Oct. 23, 2023

Nov. 13, 2023

Dec. 11, 2023