



Potter Park Zoological Society Board of Directors Meeting
Sept. 25, 2023 – 11:30 to 1 p.m. in Welcome Center Conference Room

MINUTES

Present

Julie Pingston
George Berghorn
Karlene Belyea
Kieron Marion
Amy L. Morris-Hall, Society Executive Director

Absent

Roxanne Truhn
Aaron Davis
Roxanne Truhn
Gabe Rodriguez-Garriga

General Items

1. Meeting was called to order at 11:38 a.m.
2. Approval of July 24, 2023 minutes – approved
3. No members of public
4. Late Items/Deletion/Consent Items – None

Board Items

5. Financial Report YTD (preliminary) through Aug. 31, 2023
Revenue: Year to date revenue at \$850,114.19 is over budget by \$4,782.19, with capital campaign revenue not included. Year to date revenue exceeds prior year by \$135,558.67 without the capital campaign.
Expenses: Year to date expenses at \$818,145.99 are \$110,310.99 over budget without the capital campaign. Overall expenses not including the capital campaign are 55 percent of the annual budget after six months (50 percent of the year).
Net surplus: The net surplus from operations not including capital campaign is \$31,968.20.
Cash: The days of cash increased from 271 days June 30, 2023 to 366 days as of Aug. 31, 2023 with capital campaign cash and expenses not included.

Overnights – We are eliminating overnights in 2024.

Retrac – moving to entering outstanding invoices at the end of each month.

6. Transaction of Business
 - a. Old Business



- a. None
- b. New Business
 - a. 2024 Board Meeting Dates – George moved to approve, Karlene seconded. Motion carried.
 - b. Per diem for staff travel – The Potter Park Zoological Society will be adopting per diem for meals during travel according to the federal rate for that location. George moved to approve, Karlene seconded. Motion carried.

Discussion Items

- 1. Board President Update on Advisory Board Meeting
 - a. Welcomed Kieran Marion to the board. Kieran introduced himself.
 - b. There was no advisory board meeting in September due to the AZA conference.
 - c. Congratulations on the accreditation!
- 2. Executive Director's report
 - a. Miscellaneous
 - i. Asphalt project – Phase three is underway. We are hoping it is completed by the first weekend of Boo at the Zoo (Oct. 7-8).
 - ii. Design/build firm has been hired. Bond is posted and must be for 45 days. We will know a more specific price in the coming months.
 - iii. Lawmaker visit requests – I will be following up with phone calls.
 - b. Staff Update
 - i. Stephanie Pentiuik is on maternity leave and should be returning in the next month.
 - c. Events/Education
 - i. Zoo Nights in August had 480 people
 - ii. Preparing for Boo and Wonderland of Lights under way.
 - d. Accreditation Update
 - i. The accreditation hearing was held Sept. 9, 2023 in Columbus, Ohio and Potter Park Zoo passed
 - e. Fund Development Update
 - i. Planned giving is in process.
 - ii. Exhibit sponsorships are in process.
 - iii. Endowment fund is in process.
 - f. Capital Campaign/Hospital Construction Update
 - i. The design build firm is working with the Potter Park Zoo team to finalize
 - g. Animal update

POTTER PARK



- i. Okapi will be arriving in late October or early November.
 - ii. The North American river otter may be pregnant.
 - iii. The baby Magellanic penguin will soon be integrated into the group.
 - iv. All others are doing well.
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 12:46 p.m.

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

Oct. 23, 2023

Nov. 13, 2023

Dec. 11, 2023