

AGENDA

Potter Park Zoo Advisory Board
1301 S. Pennsylvania Avenue ~ Lansing, MI 48912
Telephone: 517.342.2776; Fax: 517.316.3894

The Board information packet is available on-line by going to www.potterparkzoo.org, selecting "About," clicking on "Zoo Advisory Board" and clicking "January 10, 2024".

POTTER PARK ZOO ADVISORY BOARD MEETING

**Wednesday, January 10, 2024
6:00 PM**

- 1. Call to Order**
- 2. Approval of the November 8, 2023 Meeting Minutes**
- 3. Limited Public Comment – *Limited to 3 minutes with no discussion***
- 4. Late Items/Deletions/Consent Items**
- 5. Action Items**
 - a. ZDR3 Resolution
- 6. Director's Report**
 - a. Finance Report PRELIMINARY – Cynthia Wagner
 - b. Admission Report- Cynthia Wagner
 - c. Director's Report – Cynthia Wagner
- 7. New Business**
 - a. Emergency Purchase Order – HVAC Controls Feline/Primate – Cynthia Wagner
 - b. 2023 Donations Report – Amy Morris-Hall
 - c. 2023 Zoo Tickets Report – Cynthia Wagner
 - d. Economic Impact Study – Amy Morris-Hall
- 8. Old Business**
 - a. Animal Health Facility Progress – Cynthia Wagner
 - b. Fundraising Update – Amy Morris-Hall
 - c. Endowment Fund Update – Amy Morris-Hall
- 9. Board Comments**
- 10. Limited Public Comment - *Limited to 3 minutes with no discussion***
- 11. Upcoming Meeting**
 - a. **Zoo Advisory Board Meeting February 14, 2024 at 6:00 PM**
- 12. Adjournment**

Official minutes are stored and available for inspection at the address noted at the top of this agenda. Potter Park Zoo will provide necessary reasonable auxiliary aids and services, such as interpreters for the hearing impaired and audio tapes of printed materials being considered at the meeting for the visually impaired, for individuals with disabilities at the meeting upon five (5) working days' notice to the Zoo. Individuals with disabilities requiring auxiliary aids or services should contact the Zoo by writing to: Zoo Director, 1301 S. Pennsylvania Ave., Lansing, MI 48912, or by calling 517.342.2776.

**MINUTES – INGHAM COUNTY
POTTER PARK ZOO ADVISORY BOARD**

**1301 S. Pennsylvania Avenue,
Lansing, MI,
November 8, 2023**

BOARD MEMBER

PRESENT: Chair Cheryl Bergman, Dr. Richard Snider, Emily Linden, Caitlin O'Rourke, Mary Leys and Kasey Kent

ALSO PRESENT: Cynthia Wagner, Zoo Director and Amy L. Morris-Hall, Zoological Society Executive Director

ABSENT: Commissioner Tennis, Commissioner Trubac, Vice Chair Kyle Binkley, Molly Korn, Julie Pingston and Dr. Jack Kottwitz

CALL TO ORDER: Meeting called to order at 6:02 p.m.

MINUTES: Quorum not present, minutes not voted on.

LIMITED PUBLIC COMMENT

None

LATE ITEMS/DELETIONS/CONSENT ITEMS

None

ACTION ITEMS

Zoo Hours Resolution

Director Wagner explained the percentage of attendance from 4-5:00PM is very low. She stated that due to cooler temperatures in the month of April, the zoo would like to change hours in April to reflect the hours in September and October so that the zoo closes at 4 on weekdays. This proposed change of hours is for April only.

The board supported the change in hours for the month of April.

FINANCIAL REPORT

Director Wagner reported the budget is very tight and that the majority of the fund balance will be spent to pay for the asphalt project. Expenditures post AZA have resumed normal levels.

ADMISSION & PARKING REPORT

Director Wagner reported that October is the last month for parking revenue and that attendance was up for the month of October.

ZOO DIRECTOR REPORT

Major Elements Reported by Director Wagner:

- Jon Lawrence was elected to the Zoo Aquarium & Gardens Buyers Group (ZAG) Board for a three-year term starting January 1, 2024.
- Total injury reports are down 14% compared to 2022 at the same time.
- Boo at the Zoo total attendance was 9,698.
- Wonderland of Lights starts November 18. Santa will only be present on Friday and Saturday evenings.
- There is a zoo audio tour now available on the website for the reptile building.
- Big Zoo Lesson teaches provide feedback following their week at the zoo and one teacher provided detailed information about how Big Zoo Lesson helped her students engage with each other while learning. The feedback was very insightful and very complimentary to how the program impacted her class.
- Okapi is arriving soon with the grand opening scheduled in April.
- Several animals are being placed out due to breeding recommendations such as the male tiger and red panda.
- Nimbus, one of the ponies, is being placed out to a rehabilitation farm in West Branch.

NEW BUSINESS

Zoo In Your Neighborhood Pass Use Report

The summary of pass use year to date by partner location is included in the board packet.

Endowment Fund

Amy Morris-Hall reported that the Zoological Society created an endowment fund through the Capital Regional Community Foundation.

OLD BUSINESS

Asphalt Replacement Progress

The asphalt is complete with the exception of hand rails and finishing touches to be done in the spring.

Animal Health Facility Progress

The site is in the process of being surveyed and zoo staff are working with the design team on schematic design. The ground-breaking ceremony is tentatively planned for March 25, but the date will likely be adjusted as we confirm construction start dates.

Capital Campaign Update

Amy Morris-Hall provided an update on tours that had been led and tours yet to be scheduled. The next campaign will encompass revitalizing Potter Park Zoo and not focus on just one or two large exhibits. She explained that the zoo cannot wait to renovate several older exhibits while waiting to raise the larger sums of money for the new lion and penguin exhibits.

BOARD COMMENTS

LIMITED PUBLIC COMMENT

None

ADJOURNMENT

Meeting ended at 6:57 p.m.

DRAFT

TO: Potter Park Zoo Advisory Board

FROM: Cynthia Wagner, Potter Park Zoo Director
Brian Fisher, Potter Park Zoo Deputy Director

DATE: January 5, 2024

RE: Resolution to support an Agreement with ZD3R, a Zoological Disaster Response Collaboration

For the meeting agendas of January 10, 2024

BACKGROUND

ZD3R is a collaboration of emergency response teams from zoos across the country who have committed to help each other during times of disaster. Services may range from, but are not limited to, providing resources to secure facilities such as removing fallen trees or restoring damaged fences, relocating animals and assisting with any other needs the facility may have. Due to the unique nature of working with exotic animals, FEMA does reach out to the ZD3R for assistance, in times of emergency.

ALTERNATIVES

The alternative would be to not be a member of ZD3R. This means Potter Park Zoo would not be part of a coordinated effort to assist other zoological facilities and in times of emergency at Potter Park Zoo would need to fully coordinate assistance rather than receiving help from ZD3R partner organizations.

FINANCIAL IMPACT

Potter Park Zoo will volunteer to assist other facilities, through the ZD3R organization, agreeing to not seek reimbursement for their services. Costs to Potter Park Zoo could include services such as staff wages, mileage, gas for power tool use, and tool use.

OTHER CONSIDERATIONS

ZD3R is recognized by the Federal Government as an emergency response organization in times of Disaster. FEMA also utilizes the organization in times of need.

RECOMMENDATION

Based on the information presented, I respectfully recommend support to enter into an agreement with ZD3R to become a member of the emergency response organization.

POTTER PARK ZOO ADVISORY BOARD

**RESOLUTION TO SUPPORT AN AGREEMENT WITH ZD3R, A ZOOLOGICAL DISASTER
RESPONSE ORGANIZATION**

WHEREAS, Potter Park Zoo is committed to the health and safety of animals in human care; and

WHEREAS, ZD3R is a collaboration of emergency response teams from zoo's all over the country who have committed to help each other during times of disaster; and

WHEREAS, ZD3R is a network representing a wide range of accredited and membership groups committed to working together to assist non-domestic animals, and their holding facilities, facing hazardous conditions; and

WHEREAS, services may range from, but are not limited to, providing resources to secure facilities, relocate animals and assist with any other needs the facility may have; and

WHEREAS, ZD3R is recognized by the federal government as an emergency organization to be utilized in times of disaster, FEMA also utilizes the organization in times of need; and

WHEREAS, Potter Park Zoo will volunteer to assist facilities in need with the agreement that reimbursement will not be sought for any volunteer services the zoo provides; and

WHEREAS, Potter Park Zoo will be open to assisting facilities located within a reasonable distance as zoo operations allow; and

WHEREAS, as a ZD3R partner organization Potter Park Zoo will receive assistance should it ever be needed in a natural disaster emergency situation.

THEREFORE BE IT RESOLVED, that the Potter Park Zoo Advisory Board hereby supports entering into an agreement with ZD3R, a network representing a wide range of accredited zoos and membership organizations willing to work together, assisting non-domestic animals that are under human care, and facing hazardous conditions.

**POTTER PARK ZOO
BALANCE SHEET - PRELIMINARY
AS OF DECEMBER 31ST, 2023**

ASSETS

CASH	\$ 301,828
DEPOSITORY CASH	13,466
UNALLOCATED PORTION OF TAXES (1 MONTHS)	8,000
TAXES REC - CURRENT LEVY	(2,790)
IFT TAX RECEIVABLE	(11,617)
TAXES REC - DELINQUENT	35,659
ESTIMATED UNCOLLECTIBLE DELINQUENT TAXES	(18,426)
ACCOUNTS REC-OTHER	428
PROPERTY TAX RECEIVABLE	-
INTEREST RECEIVABLE	5,144
DUE FROM STATE	-
INVENTORY	133,003
PREPAID EXPENSES	85,383
TOTAL ASSETS	<u><u>\$ 550,077</u></u>

LIABILITIES

VOUCHERS PAYABLE	10
DUE TO ZOOLOGICAL SOCIETY	140,423
TAX LEVY LIABILITY	10,000
SALES TAX PAYABLE	1,778
REFUND NOW	(61)
REFUND APPLY	(865)
ACCRUED PAYROLL	132,483
ACCOUNTS PAYABLE	44,968
DEFERRED REVENUE - DELINQUENT TAXES	19,682
DEFERRED REVENUE - PROPERTY TAXES	(169,644)
DEF REVENUE -POTTER PARK	9,899
TOTAL LIABILITIES	<u><u>188,673</u></u>

FUND BALANCE

UNSPENDABLE	133,003
UNRESTRICTED FUND BALANCE	<u>228,402</u>
	361,405
TOTAL LIABILITIES AND FUND BALANCE	<u><u>\$ 550,077</u></u>

NOTE: This is based on figures posted to fiscal year 2023 as of 1/5/2024. The county audit has not been completed, and these figures may change. Financial Services will provide a final financial statement once the audit has been completed.

Prepared By: Eric J. Thelen

POTTER PARK ZOO
YEAR TO DATE BUDGET/ACTUAL REPORT - PRELIMINARY
FOR 12 MONTHS ENDING DECEMBER 31ST, 2023

	2023 BUDGET	DECEMBER 2023 YTD ACTUAL	BUDGET REMAINING	% OF BUDGET	DECEMBER 2022 YTD ACTUAL	% DIFF LAST YR
REVENUES						
PROPERTY TAX	\$ 4,202,357	\$ 4,417,019	\$ (214,662)	105.11%	\$ 4,045,034	9.20%
UNALLOCATED PORTION OF TAXES (1 MONTHS)	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
ADMISSIONS	\$ 653,000	\$ 784,700	\$ (131,700)	120.17%	\$ 718,334	9.24%
CONCESSIONS, GIFT SHOP, VENDING	\$ 655,000	\$ 887,175	\$ (232,175)	135.45%	\$ 836,803	6.02%
PARKING FEES	\$ 185,000	\$ 169,863	\$ 15,137	91.82%	\$ 162,954	4.24%
INTERACTIVE SITES	\$ 80,000	\$ 105,298	\$ (25,298)	131.62%	\$ 109,173	-3.55%
INTEREST INCOME	\$ 30,000	\$ 65,758	\$ (35,758)	219.19%	\$ 33,364	97.09%
OTHER REVENUES	\$ (245,516)	\$ 138,333	\$ (383,849)	-56.34%	\$ 103,210	34.03%
TOTAL REVENUES	\$ 5,559,841	\$ 6,568,146	\$ (1,008,305)	118.14%	\$ 6,008,872	9.31%
EXPENDITURES						
PERSONNEL SERVICES						
Salaries & Wages - Full Time	\$ 1,871,037	\$ 1,842,225	\$ 28,812	98.46%	\$ 1,654,457	11.35%
Salaries & Wages - Seasonal	\$ 605,284	\$ 904,594	\$ (299,310)	149.45%	\$ 746,550	21.17%
Benefits	\$ 1,140,437	\$ 1,093,474	\$ 46,963	95.88%	\$ 945,567	15.64%
Total Personnel Services	\$ 3,616,758	\$ 3,840,293	\$ (223,535)	106.18%	\$ 3,346,573	14.75%
CONTROLLABLE EXPENDITURES						
Supplies	\$ 364,000	\$ 545,458	\$ (181,458)	149.85%	\$ 430,797	26.62%
Animal Care	\$ 312,000	\$ 278,863	\$ 33,137	89.38%	\$ 306,810	-9.11%
Purchased Services	\$ 2,021,000	\$ 947,885	\$ 1,073,115	46.90%	\$ 708,820	33.73%
Utilities - Telephone	\$ 20,125	\$ 18,693	\$ 1,432	92.88%	\$ 21,516	-13.12%
Rentals & Leases	\$ 4,000	\$ 7,573	\$ (3,573)	189.32%	\$ 2,284	
Other Expenses	\$ 188,200	\$ 120,533	\$ 67,667	64.05%	\$ 141,208	-14.64%
Total Controllable Expenditures	\$ 2,909,325	\$ 1,919,004	\$ 990,321	65.96%	\$ 1,611,436	19.09%
NON-CONTROLLABLE EXPENDITURES						
Utilities	\$ 240,000	\$ 230,799	\$ 9,201	96.17%	\$ 280,211	-17.63%
Insurance	\$ 90,000	\$ 89,307	\$ 694	99.23%	\$ 93,448	-4.43%
IT Support Expense	\$ 202,727	\$ 186,684	\$ 16,043	92.09%	\$ 211,072	-11.55%
Other Expenses	\$ 531	\$ 531	\$ (0)	100.01%	\$ 496	7.00%
Total Non-Controllable Expenditures	\$ 533,258	\$ 507,321	\$ 25,937	95.14%	\$ 585,228	-13.31%
CAPITAL OUTLAY						
Capital Improvements	\$ (1,499,500)	\$ 1,267,127	\$ (2,766,627)	-84.50%	\$ 145,788	769.15%
TOTAL EXPENDITURES	\$ 5,559,841	\$ 7,533,745	\$ (1,973,904)	135.50%	\$ 5,689,026	32.43%
TOTAL CHANGE IN FUND BALANCE	\$ -	\$ (965,599)			\$ 319,846	
FUND BALANCE AS OF 1/1/23						
NON-SPENDABLE		\$ 133,003				
UNRESTRICTED		\$ 1,194,001				
		<u>\$ 1,327,004</u>				
FUND BALANCE AS OF 12/31/2023		\$ 361,405				
FUND BALANCE AS OF 12/31/2023						
UNSPENDABLE		\$ 133,003				
UNRESTRICTED		\$ 228,402				
		<u>\$ 361,405</u>				

NOTE: This is based on figures posted to fiscal year 2023 as of 1/5/2024. The county audit has not been completed, and these figures may change. Financial Services will provide a final financial statement once the audit has been completed.

Prepared By: Eric J. Thelen

POTTER PARK ZOO
MONTHLY ATTENDANCE REPORT
FOR MONTH AND YTD November 30, 2023

ADMISSION TYPE	2022	2023 Gate	2023 Online	2023 Total	BETTER (WORSE) THAN PY	2022 COUNT	2023 COUNT	BETTER (WORSE) THAN PY
GENERAL								
CHILD RESIDENT	288	198	4	202	(86)	11,387	8,656	(2,731)
CHILD NON-RESIDENT	334	261	7	268	(66)	14,680	13,873	(807)
CHILDREN - UNDER 3	319	161	2	163	(156)	8,448	7,644	(804)
ADULT RESIDENT	698	736	5	741	43	25,336	25,993	657
ADULT NON-RESIDENT	830	783	37	820	(10)	27,205	26,491	(714)
SENIOR/MILITARY RESIDENT	73	99	0	99	26	3,257	2,808	(449)
SENIOR/MILITARY NON-RESIDENT	41	46	2	48	7	4,260	3,962	(298)
GROUPS	56	185	0	185	129	18,138	21,666	3,528
SUBTOTAL	2,639	2,469	57	2,526	(113)	112,711	111,093	(1,618)
MEMBERSHIPS/PROGRAMS								
PPZ MEMBERS/RECIPROCAL	876	1,087	0	1,087	211	19,588	19,732	144
SOCIETY PROGRAMMING/EVENTS	4,896	3,640		3,640	188	29,371	29,118	(253)
MONDAY PROGRAM	52	98	0	98	46	4,392	5,960	1,568
ZIYN	149	147	0	147	(2)	4,424	4,235	(189)
OTHER (non-paying)	0	216	0	216	216	1,562	5,384	3,822
SUBTOTAL	5,973	5,188		5,188	659	59,337	64,429	5,092
GRAND TOTAL	8,612	7,657	57	7,714	546	172,048	175,522	3,474

ADMISSION TYPE	DESCRIPTION
CHILDREN RESIDENT	Children, Ingham County ages 3-16 (\$5 April - October, \$3 November-March)
CHILDREN NON-RESIDENT	Children, Out of Ingham County ages 3-16 (\$5 April - October, \$3 November-March)
CHILDREN - UNDER 3	All Children, any county under age 3 (Free)
ADULT RESIDENT	Adult of Ingham County (\$7 April 1 - Oct. 31, \$4 November-March)
ADULT NON-RESIDENT	Adult Out of Ingham County (\$13 April 1 - Oct. 31, \$4 November-March)
SENIOR/MILITARY RESIDENT	Seniors/Military of Ingham County (\$5 April 1 - Oct. 31, \$4 November-March)
SENIOR/MILITARY NON-RESIDENT	Seniors/Military of Ingham County (\$11 April 1 - Oct. 31, \$4 November-March)
PPZ MEMBERS	Visitors holding membership at PPZ - one time payment
SPECIAL EVENTS - PPZ	Admission included in event fee
SPECIAL EVENTS - COUNTY	Admission included in event fee
RECIPROCAL ZOO MEMBERS	Reciprocal Zoo memberships (Discount varies)
RECIPROCAL ZOO MEMBERS (100%)	Reciprocal Zoo Members (Free admission)
GROUPS	20 or more guests paying together (\$1 off per person)
MONDAY PROGRAM	Ingham County and City of Lansing Residents free 9-12 PM on non-holiday Mondays
OTHER (non-paying)	Any coupon related attendee

POTTER PARK ZOO
MONTHLY ATTENDANCE REPORT
FOR MONTH AND YTD December 31, 2023

ADMISSION TYPE	2022	2023 Gate	2023 Online	2023 Total	BETTER (WORSE) THAN PY	2022 COUNT	2023 COUNT	BETTER (WORSE) THAN PY
GENERAL								
CHILD RESIDENT	95	136	14	150		11,482	8,806	(2,676)
CHILD NON-RESIDENT	96	196	0	196		14,776	14,069	(707)
CHILDREN - UNDER 3	55	99	3	102		8,503	7,746	(757)
ADULT RESIDENT	291	547	31	578		25,627	26,571	944
ADULT NON-RESIDENT	166	541	0	541		27,371	27,032	(339)
SENIOR/MILITARY RESIDENT	30	43	0	43		3,287	2,851	(436)
SENIOR/MILITARY NON-RESIDENT	14	22	0	22		4,274	3,984	(290)
GROUPS	0	20	0	20		18,138	21,686	3,548
SUBTOTAL	747	1,604	48	1,652		113,458	112,745	(713)
MEMBERSHIPS/PROGRAMS								
PPZ MEMBERS/RECIPROCAL	417	1,593	0	1,593		20,005	21,325	1,320
SOCIETY PROGRAMMING/EVENTS	11,525	11,530	3,133	14,663		40,896	43,781	2,885
MONDAY PROGRAM	21	25	0	25		4,413	5,985	1,572
ZIYN	83	95	0	95		4,507	4,330	(177)
OTHER (non-paying)	0	222	0	222		1,562	5,606	4,044
SUBTOTAL	12,046	13,465	3,133	16,598		71,383	81,027	9,644
GRAND TOTAL	12,793	15,069	3,181	18,250		184,841	193,772	8,931

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OTHER (non-paying)	Any coupon related attendee



Director's Report January 10, 2024



The 2024 calendar is for sale in the gift shop.

We will be kicking off the Wild Wanderers Club May 1st. Information will go out in late March/early April.



Potter Park Zoo was approved by the Ingham County Board of Commissioners to be a polling location for the City of Lansing. The first election is Tuesday, February 27th. Additional 2024 election dates are May 7th, August 6th and November 5th.

Shane's camels was approved by the Ingham County Board of Commissioners for camel ride services at Potter Park Zoo. The contract is with the attorneys and will be completed well before the 2024 season.

Injury reports have continued to decline for the 5th year in a row. 2023 injuries were down 15% compared to 2022.

Events



We are thrilled to announce that Zoo Nights with Lights had over 600 attendees, becoming the most visited zoo night event ever.

Wonderland of Lights had **16,394** attendees which was up from 2022 attendance by 4,000.

Toys 4 Tots Wonderland of Lights night was a success with over 530 toys donated.

AAZK sold smores for two nights of Wonderland of Lights and the revenue will benefit the Snow Leopard Trust.

Volunteer Program 2023

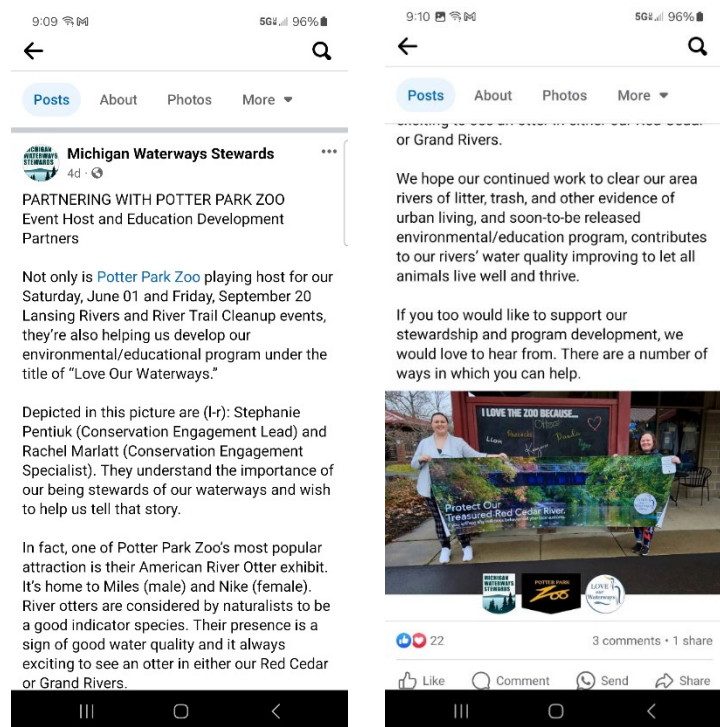
There were a total of 174 Individual Volunteers who donated 7,285 hours in 2023! Additionally, we had 706 group volunteers help the zoo by contributing a total of 2007 hours.

Membership Program 2023

We had 3,753 average active member households throughout 2023 with a total of 21,295 members visits.

Conservation Engagement

New Conservation Partnership - Michigan Waterways Stewards



2023 Quarters for Conservation Totals

Lions (African Wildlife Foundation) - \$507.21
Bongo (Bongo Surveillance Project/TUSK) - \$285.79
Hornbill (Mabula Ground Hornbill Project) - \$194.59

Animal Care and Research

We are preparing the Eagle owl nest box for a clutch by adding sand. Last year was the first time we had eggs.

The wallaby joeys (2) are starting to come out of the pouch.

Animal Care Staff are preparing for the possibility of otter pups.



The difficult decision was made to euthanize Ulana, our lioness, due to age-related conditions. Kota, our remaining male lion is doing well.

Other deaths in November and December included a tenrec, golden lion tamarin and green aracari.

Nimbus was transferred to a children's riding camp in northern Michigan.

Camel rides will move to the pony area in 2024. Maintenance is completing the necessary changes to the area to be ready for camel rides by Mother's Day weekend.



The ravens have been used to the exhibit that has been Bills and Quills for the past two years. This move was done to create space for a new species, Canadian lynx.

Wilson the red panda cub left for his new home.

Atreyu, our spirited male fox, has been stealing the show in his habitat with the female Sparkle.



The male tiger was transferred to another zoo per the SSP tiger breeding and transfer plan and PPZ received an older non-breeding male tiger, Vikenti, who is doing well on exhibit.



The keepers did an outstanding job creating and delivering special holiday-themed enrichment for our animals.

2023 Animal Management Summary

	Births	Deaths	Acquisition	Disposition	Total Jan. 2023	Total Dec. 2023	What changed?
Invertebrates:	0	2	25 ¹	0	4 + hissing cockroaches (3 species)	4 + hissing cockroaches (3 species)	
Amphibians:	1713	17	11	2000 ²	84 (7 species ³)	83 (8 species)	Added: Anthony's poison arrow frogs
Reptiles:	0 ⁴	4	1	0	54 (25 species)	55 (25 species)	Added: milksnake Lost: rainbow boa
Birds:	1	19	0	3	98 (18 species)	79 ⁵ (17 species)	Lost: Green aracari
Mammals:	14	22	16	13	135 (35 species)	135 (37 species)	Added: Bennet's wallaby, kinkajou, okapi Lost: Golden lion tamarin
Totals	1728	64	53	2016	375 (88 species)	356 (90 species)	

¹ Acquisition of 25 cockroaches from JBZ – added to an unknown # of individuals.

² PRCT Tadpoles sent to Puerto Rico.

³ Several species of dart frogs: have been grouped into *Dendrobates (gen/hybrid)*, *Dendrobates auratus*, *Dendrobates tinctorius*, *Dendrobates leuomelas*.

⁴ Did have hatching of 3 salvaged Blanding's turtle eggs. Two survived and will be released in 2024.

⁵ Lost 13 parakeets from group.

Diversity, Equity, Access and Inclusion (DEAI)

PPZ's DEAI plan is now included in the AZA Resource Center.

"During the recent accreditation inspection of Potter Park Zoo, the Visiting Committee provided positive feedback with regards to your institution's DEAI Plan. We'd like to request permission to use the abovementioned document in the Resource Center."

The FALCONERS program and Mariah Martinez were briefly mentioned in an article in Autism Parenting Magazine.

Cool fact: Over 260 people have visited our Audio Tour Page! We are glad to see it is helpful for individuals and a resource they refer to.

Potter Park Zoo is entering its 6th year as a member of Kulture City. The annual certification process involves all staff completing a 30-minute online training and quiz. This is a partnership the zoo plans to maintain.

ZIYN pass program increased in usage in 2023.

ZIYN Pass Year End Totals

2023	Adults	Children	Total	Total (Passes Used)
CADL - Aurelius	78	55	133	37
CADL - Dansville	39	32	71	21
CADL - Downtown Lansing	45	28	73	22
CADL - Foster	84	61	145	41
CADL - Haslett	120	62	182	57
CADL - Holt/Delhi	116	107	223	62
CADL - Leslie	75	71	146	42
CADL - Mason	38	45	83	22
CADL - Okemos	194	167	361	107
CADL - South Lansing	60	48	108	34
CADL - Stockbridge	131	91	222	64
CADL - Webberville	95	68	163	53
CADL - Williamston	66	59	125	37
LNCC - Schmidt	8	8	16	5
LNCC - Foster	9	14	23	7
LNCC -Gier	11	9	20	6
LNCC - Letts	No longer uses zoo passes			
CALC - Mt. Vernon	12	17	29	6
CALC - LaRoy Froh	10	10	20	6
CALC - Hildebrandt Park	1	3	4	1
SIG - Reo School	Shutdown			

Allen Neighborhood Center	10	10	20	7
Bath Twp Library	53	48	101	32
Briggs District Library	179	165	344	83
Cristo Rey Community Center	4	8	12	3
Delta Twp Library	162	138	300	84
Eaton Rapids Public Library	99	80	179	43
East Lansing Public Library	131	111	242	66
Refugee Development Center	At the time doesn't want use passes			
Dewitt YMCA	Shutdown			
Downtown YMCA	Shutdown			
Parkwood YMCA	2	0	2	1
Oak Park YMCA	12	16	28	8
Westside YMCA	At the time doesn't want use passes			
Bethlehem Lutheran Church	21	17	38	9
Friendship House	87	37	124	26
The Ronald McDonald House	6	6	12	3
STVCC Childrens Home	Partnership on hold			
Charlotte Library	164	157	321	69
Dimondale Library	29	18	47	13
CADL Mobile Library	64	50	114	33
Community Mental Health	52	38	90	28
Guest Sale	34	33	67	16
Ingham County DHHS	6	11	17	5
Grand Ledge Area District Library	140	146	286	73
Dewitt District Library	94	92	186	51
Broad Art Museum	46	10	56	18
Elsie Public Library	52	50	102	25
Wellspring Lutheran Services	21	31	52	9
Bethany Christian Services - 1	28	24	52	10
Bethany Christian Services - 2	12	7	19	7
Pottersville Benton Library	72	70	142	30
Lansing Housing Commission (Central Offices)	1	1	2	1
Angel House	4	9	13	3
EVE	3	3	6	2
Total	2,780	2,341	5,121	1,391

Average # of people / pass:

3.68

From: [Gregg Todd](#)
To: [Brian Fisher](#); [Jim Hudgins](#)
Cc: [Cynthia Wagner](#); [Jared Cypher](#)
Subject: RE: Potter Park Zoo - Feline Primate House HVAC Controls
Date: Wednesday, January 3, 2024 12:20:13 PM

Brian,
Yes, this warrants an emergency PO and I approve it.

Gregg A. Todd
County Controller/Administrator
Ingham County
Office: 517-676-7203
Mobile: 517-525-6447
gtodd@ingham.org

From: Brian Fisher <BFisher@ingham.org>
Sent: Wednesday, January 3, 2024 12:11 PM
To: Jim Hudgins <JHudgins@ingham.org>; Gregg Todd <GTodd@ingham.org>
Cc: Cynthia Wagner <CWagner@ingham.org>; Jared Cypher <JCypher@ingham.org>
Subject: Potter Park Zoo - Feline Primate House HVAC Controls

Good morning and Happy New Year,

Due to a number of key HAVC control components failing, we have been struggling to maintain acceptable temperatures within both the exhibits and public areas of the Feline/Primate House. In speaking with the company that built the system, parts are either discontinued or unavailable. Modifications to the current system are possible, the greatest challenge is that the old systems operates on DC power, new components operate on AC, which requires modifications to each of the components.

Due to the age of the system and not knowing the extent of repairs needed until repairs are started and further testing can be completed, my recommendation is to replace the system with a new Trane stand alone system. Utilizing Omnia / US Communities Purchasing, the replacement cost is \$27,350.00.

Without the ability to consistently maintain temperatures within an acceptable range, and the loss of controlling the outside air dampers which could result in freezing the coils, I am wondering if this would warrant an emergency PO? Trane understands the urgency and stated they could start working on it right away. Will have a formal proposal this afternoon.

Thank you,

Brian E. Fisher
Potter Park Zoo Deputy Director
bfisher@ingham.org

**TRANE®**

Proposal

(Valid for 30 days from Proposal date)

Prepared For:

Ingham County
Potters Zoo Admin
Attn: Brian Fisher

Date: January 3, 2024**Proposal Number:** KT 12-20-23

Quote number

Pricing Based On Omnia / US Communities Purchasing Alliance**Contract #: USC 15-JLP-023 / Cooperative Quote #: TBD****Job Name:**

Feline Basement & Mezz AHU's controls
upgrade/replacement

Delivery Terms:

Freight Allowed and Prepaid - F.O.B. Factory

Payment Terms:

Net 30 Days

Trane U.S. Inc. is pleased to provide the following proposal for your review and approval.

SCOPE OF SERVICE – BASEMENT AHU

To supply the necessary Labor, Material, Controls, Commissioning, Software and Wiring to perform the following:

- Replace the existing obsolete controls on basement AHU
- Supply and Install one (1) UC600 Bacnet Controllers with displays for AHU (stand alone control)
 - o Supply Fan status
 - o Discharge air temp
 - o Zone one temperature (relocate sensor into actual space)
 - o Zone one control valve signal
 - o New control valve for zone one
 - Price based on existing isolation valves working to replace valve
 - o Zone two temperature
 - o Zone two control valve signal
 - o New control valve for zone two
 - Price based on existing isolation valves working to replace valve
 - o Mixed air temp
 - o Mixed air dampers(Existing Actuators)
 - o Touch screen operator interface panel
 - o Control cabinet
- 4 hours of on-site training

SCOPE OF SERVICE – MAZZANINE AHU'S

To supply the necessary Labor, Material, Controls, Commissioning, Software and Wiring to perform the following:

- Replace the existing obsolete controls on upstairs AHU (located on Mezzanine)
- Supply and Install Two (2) UC600 Bacnet Controllers with displays for AHU (stand alone control)
 - o Supply Fan status
 - o Discharge air temp
 - o Zone one temperature (new sensors)
 - o Zone control valves signal qty (4) – two on each ahu
 - o New control valve for zone (qty 4)
 - Price based on existing isolation valves working to replace valves
 - o Zone temperature (qty 4) - two per ahu
 - o Zone four control valve signal – two per ahu
 - o New control valve for zone (Qty 4)
 - Price based on existing isolation valves working to replace valve
 - o Mixed air temp
 - o Mixed air dampers(new Actuators)
 - o Touch screen operator interface panel
 - o Control cabinet
- 4 hours of on-site training
- Supply and install two new relief air damper motors. Reuse existing wiring and damper.

Commissioning:

Includes:

- Trane will perform Startup and checkout on the above mentioned controls/software.
- Owner to provide server/IP addresses and network drop

Excludes:

- Premium labor costs
- Actuators and valves unless specified
- Network drop and IP address

Total Net Price (Excluding Sales Tax)\$ 27,350.00**Add:**

Supply one SC+ controller with license to put on network with graphics.....\$13,500.00

Thank you for your time and consideration

Kurt Trierweiler
 Cell 810-691-0639
kltrierweiler@trane.com

COVID-19 NATIONAL EMERGENCY CLAUSE

The parties agree that they are entering into this Agreement while the nation is in the midst of a national emergency due to the Covid-19 pandemic ("Covid-19 Pandemic"). With the continued existence of Covid-19 Pandemic and the evolving guidelines and executive orders, it is difficult to determine the impact of the Covid-19 Pandemic on Trane's performance under this Agreement. Consequently, the parties agree as follows:

1. Each party shall use commercially reasonable efforts to perform its obligations under the Agreement and to meet the schedule and completion dates, subject to provisions below;
2. Each party will abide by any federal, state (US), provincial (Canada) or local orders, directives, or advisories regarding the Covid-19 Pandemic with respect to its performance of its obligations under this Agreement and each shall have the sole discretion in determining the appropriate and responsible actions such party shall undertake to so abide or to safeguard its employees, subcontractors, agents and suppliers;
3. Each party shall use commercially reasonable efforts to keep the other party informed of pertinent updates or developments regarding its obligations as the Covid-19 Pandemic situation evolves; and
4. If Trane's performance is delayed or suspended as a result of the Covid-19 Pandemic, Trane shall be entitled to an equitable adjustment to the project schedule and/or the contract price.

CUSTOMER ACCEPTANCE	TRANE ACCEPTANCE Trane U.S. Inc.
_____	_____
Authorized Representative	Submitted By: Kurt Trierweiler Cell: 810-691-0639
_____	_____
Printed Name	Authorized Representative
_____	_____
Title	_____
Purchase Order _____	Title
Acceptance Date _____	Signature Date

This proposal is subject to your acceptance of the attached Trane terms and conditions.



Potter Park Zoological Society Donations Report 2023

The Zoological Society made the following donations to and on behalf of Potter Park Zoo:

Bongo	Transport	5/20/23	\$2,800
Okapi	Exhibit Donation	5/23/23	\$10,000
Okapi	Exhibit Materials	9/23	\$4,243.42
Okapi	Exhibit Materials	10/12/23	\$1,148.29
Okapi	Transport	11/19/23	\$4,819
Okapi	Exhibit Donation	12/6/23	\$23,388.68
Okapi	Exhibit Donation	12/13/23	\$6,411
Lynx	Exhibit Donation	12/28/23	\$10,000
Corner Caging	Exhibit Materials	12/12/23	\$2,600
Meet & Greet Funds	Enrichment	11/7/23	\$4,700
Facility	Path Replacement	6/14/23	\$25,000 - Grant
Facility	Touchless Sinks	7/23	\$4,691.83 - Grant
Conservation	Quarters for Conservation	2023	\$2,360.52
Conservation	AZA Donations	2023	\$1,226.40
Conservation	Paul Buzzard Scholarship	6/14/23	\$1,500
Conservation	St. Louis Research	8/14/23	\$1,564
Conservation	Rhino Donation	10/25/23	\$1,000
Conservation	AZA Monarch Donation	11/8/23	\$223.60
Printing	Misc. Printing	2023	\$7,455.92
Staff	Hoodies	12/7/23	\$3,192.90
Total			\$118,326

***This does not include funds raised for the capital campaign.**

Additional Benefits Provided by the Society to the Zoo:

Communications Specialist position – approximately: \$35,000

Meals for all staff meetings as well as those provided during AZA inspection preparation

Membership Revenue 2023: \$297,127.54

15% of Membership Revenue: \$44,569.13

Date Sent	Name/Organization	Event	# of Passes	Location	Event Date
1/3/2023	Faith Community Christian School	Faith Community Christian School Auction 2023	4	Belding, MI	3/10/2023
1/3/2023	Lansing Reading is Fundamental	Reading is Fundamentals Virtual Auction	4	Lansing, MI	4/1/2023
1/3/2023	Maltby Intermediate School	Maltby Intermediate School Silent Auction	4	Brighton, MI	3/15/2023
1/3/2023	William Donley School Association	William Donley School Association Online Auction	4	East Lansing, MI	5/8/2023
1/10/2023	Superior Communications dba Smile FM Radio	Fun Drive	4	Attica, MI	3/1/2023
1/10/2023	George F Roberts Elementary PTO	Spring Carnival	4	Shelby Twp, MI	3/24/2023
1/10/2023	Eyler PTO	Eyler Carnival	4	Carleton, MI	5/6/2023
1/10/2023	Lansing Christian School	Black and Gold Celebration	4	Lansing, MI	4/15/2023
1/10/2023	YMCA of Greater Flint	YMCA of Greater Flint Annual Fundraising Party	4	Flint, MI	2/18/2023
1/10/2023	Elliot Elementary PTO	Spring Fling	4	Holt, MI	5/19/2023
1/10/2023	Jackson Area Club Soccer	Futsal Tournament	4	Jackson, MI	3/18/2023
1/10/2023	St. John's Lutheran School	St. John's Lutheran School Auction 2023	4	New Boston, MI	5/1/2023
1/10/2023	Salem Elementary PTO	Reading Is Our Superpower- Family Reading Night	4	Northville, MI	3/23/2023
1/10/2023	Byron Fireworks Friends	Light up the Night	4	Howell, MI	3/25/2023
1/10/2023	Isabella County Restoration House	ICRH Party for a Purpose	4	Mt. Pleasant, MI	4/15/2023
1/10/2023	Grant Christian School	Silent Auction	4	Grant, MI	3/18/2023
1/17/2023	Mt. Pleasant Oilers Athletic Boosters	Winter Auction	4	Mt. Pleasant, MI	2/25/2023
1/17/2023	Costello Elementary School	17th Annual Auction	4	Troy, MI	3/10/2023
1/17/2023	St. Mary's School	Mardi Gras Benefit Auction	4	Alma, MI	3/4/2023
1/17/2023	Christian Home Educators Support System Michigan Association for the Education of	CHESS Science Fair 2023	4	Charlotte, MI	3/16/2023
1/17/2023	Young Children	Annual Conference & Silent Auction	4	Lansing, MI	4/2/2023
1/24/2023	North Aurelius Elementary PTO	North Aurelius PTO Carnival	4	Mason, MI	4/28/2023
1/24/2023	St. Michael's Lutheran	St. Michael's Lutheran School Benefit Auction	4	Richville, MI	2/18/2023
1/24/2023	MCC Educational Foundation	Spring Community Auction	4	Scottville, MI	2/27/2023
1/24/2023	Our Savior Lutheran Church and School	2023 Auction	4	Lansing, MI	3/4/2023
1/24/2023	St. Peter's Preschool	Spring Carnival and Silent Auction	4	Rockford, MI	3/10/2023
1/24/2023	Holy Family School	Holy Family School Auction	4	Grand Blanc, MI	3/17/2023
1/24/2023	Newburg United Methodist Church	Appalachia Service Project: Bid & Brunch	4	Livonia, MI	3/19/2023
1/24/2023	Shared Pregnancy	Annual Lifesavers Celebration & Fundraiser	6	Lansing, MI	4/17/2023
1/24/2023	Youth Haven, Inc.	Give Hope to a Child Gala	4	Rives Junction, MI	4/15/2023
1/24/2023	St. Patrick Catholic School	2023 Portland St. Patrick School Shamrock Auction	4	Portland, MI	4/21/2023
1/24/2023	St. Edith Catholic School	St. Edith Catholic School Auction	4	Livonia, MI	4/29/2023
1/24/2023	Branch Line School	Spring Fling	4	Livonia, MI	5/25/2023
1/24/2023	Guys and Dolls	Guys and Dolls 8th Annual Golf Scramble	4	Waterford Twp, MI	5/1/2023
1/24/2023	The Big O Foundation	6th Annual Kicking Cancer with Oryan Golf Scramble	4	Stanton, MI	5/20/2023
1/24/2023	Children Trust Michigan	Annual Pam Postumus Signature Auction	6	Lansing, MI	5/16/2023
1/24/2023	American Heart Association	Strike Against Stroke	4	Okemos, MI	3/19/2023
1/24/2023	United Church of Ovid	Chili Cookoff & Silent Auction	4	Ovid, MI	5/13/2023
1/24/2023	Columbia Elementary PTO	Columbia Elementary Carnival	4	Brooklyn, MI	5/20/2023

2/9/2023	Dimondale Elementary PTO	Winterfest Snowball Dance	4 Dimondale,MI	2/10/2023
2/9/2023	Community Lutheran Church	Spring Fling Auction	4 Flat Rock,MI	4/29/2023
2/9/2023	Constellation Cat Café	Spring Auction	4 East Lansing, MI	4/24/2023
2/9/2023	Laingsburg Educational Advancement Foundation	Reverse Raffle Fundraiser	4 Laingsburg, MI	2/26/2023
2/9/2023	Center Line Mom and Dads club	Center Line Mom and Dads Club bowling fundraiser	4 Centerline, MI	3/4/2023
2/9/2023	East Jackson Athletic Boosters	East Jackson Athletic Boosters Cash Bash	4 Jackson, MI	3/24/2023
2/9/2023	Byron Mothers of Preschoolers	CROP All Day Crafting Event	4 Byron,MI	3/18/2023
2/9/2023	S.A.F.E Place	16th Annual Celebrity Server Dinner and Auction	4 Battle Creek, MI	4/21/2023
2/9/2023	Voyager Booster Club	Voyager Elementary School Read-a-thon 2023	4 Howell, MI	4/6/2023
2/9/2023	Byron Area Schools	Darlin' Dance	4 Byron,MI	4/21/2023
2/10/2023	Hornung Elementary PTO	Silent Auction	4 Brighton,MI	2/26/2023
2/10/2023	Kellogg Community College	Bid A Brighter Future Auction & Raffle	4 Battle Creek, MI	3/2/2023
2/10/2023	CASA For Kids Inc.	CASA's 9th Annual Gala - An Evening to Change a Child's Story	4 Lansing, MI	4/21/2023
2/10/2023	The Eric Hartwell Foundation	15th Annual Snowman Tea	4 Brighton,MI	4/22/2023
2/10/2023	Lots, Inc dba New Beginnings	New Beginnings Fashion Show	4 Sheridan, MI	4/22/2023
2/10/2023	Charlotte Athletic Boosters	21st Annual Reverse Drawing Raffle & Silent Auction	4 Charlotte,MI	5/6/2023
2/10/2023	Immaculate Heart of Mary School	IHM Silent Auction	4 Lansing, MI	5/5/2023
2/10/2023	Charlie's Angels Relay Team/American Cancer Society	Relay For Life of Shiawassee County	4 Corunna, MI	6/10/2023
2/10/2023	Skidway Lake Area Chamber of Commerce	Annual Spring Fling	4 Prescott, MI	5/13/2023
2/10/2023	ASK	2023 Walk for Autism Event	4 Grand Rapids, MI	5/21/2023
2/10/2023	Lapeer County 4-H Youth Program	37th Annual Fundraiser Auction	4 Lapeer, MI	4/15/2023
2/10/2023	Byron Center Christian School	BCCS Annual Auction	4 Byron Center, MI	4/21/2023
2/14/2023	Harbor Humane Society	Ales for Trails	4 West Olive, MI	7/20/2023
2/21/2023	Memorial Healthcare-Professional Nurse Practice Council	National Nurses Week 2023	4 Owosso, MI	5/16/2023
2/21/2023	Whaley Children's Center	Tux & Tennies Gala & Auction	4 Flint, MI	5/20/2023
2/21/2023	Hospital Hospitality House of Saginaw, Inc.	Kentucky Derby Party 2023	4 Saginaw, MI	5/4/2023
2/21/2023	Hartland High School Football Boosters	HHS Silent Auction	4 Hartland,MI	6/3/2023
2/21/2023	Morse Elementary School PTO	Annual Silent Auction	4 Troy, MI	4/21/2023
2/21/2023	Grosse Pointe South Choir	Spring Auction	4 Grosse Pointe,MI	5/12/2023
2/28/2023	Marble Elementary School	Marble Carnival	4 East Lansing, MI	4/21/2023
2/28/2023	Eastminster Child Development Center	Children's Fest and Silent Auction	4 East Lansing, MI	5/20/2023
2/28/2023	Central Elementary PALS PTA	Shamrock Shuffle	4 Linden, MI	3/15/2023
2/28/2023	St. Johns Riley Elementary Parent Teacher Organization	Riley Run Raiser	4 Dewitt,MI	5/18/2023
2/28/2023	St. Isaac Jogues Catholic School	St. Isaac Jogues Annual Auction	4 St. Clair Shores,MI	4/22/2023
3/7/2023	Saint's Peter and Paul Catholic School	27th SSPP Annual Auction	4 Ionia, MI	4/29/2023
3/7/2023	Hiawatha Elementary Parent Teacher Organization	Hiawatha Happening 2023	4 Okemos, MI	5/12/2023
3/7/2023	Delta Center Elementary School	Carnival	4 Lansing, MI	6/2/2023
3/7/2023	Shiawassee Regional Chamber of Commerce	62nd Annual Shiawassee Chamber Golf Classic	4 Owosso, MI	9/12/2023
3/14/2023	MSFAA	Annual Silent Auction	4 Lansing, MI	5/22/2023
3/14/2023	John Ball Zoo School	John Ball Zoo School PTSA Dinner & Silent Auction	4 Grand Rapids, MI	4/18/2023
3/14/2023	Big Rock Elementary School	Summer literacy program	4 Chesaning, MI	6/1/2023
3/14/2023	Cancer Support Community of Greater Ann Arbor	15th Annual Amazing Race	4 Ann Arbor, MI	4/15/2023

3/14/2023	Spencer Elementary PTO	Spencer Elementary Carnival	4 Brighton,MI	5/20/2023
3/14/2023	Highland Elementary School PTO	Spring Fling	4 Highland,MI	5/19/2023
3/14/2023	Recovery Mobile Clinic	Cornhole Tournament	4 Clarkston, MI	6/11/2023
3/28/2023	Barry Community Foundation	Motorcycle ride	4 Hastings,MI	6/4/2023
3/28/2023	Detroit Spartans	Detroit Spartans Golf Outing	4 Troy, MI	7/28/2023
3/28/2023	Chabad Student Center MSU	Mega Shabbat MSU	4 East Lansing, MI	3/31/2023
3/28/2023	Webberville Elementary School	March is Reading Month	15 Webberville,MI	3/31/2023
3/28/2023	East Lansing Public Library	Books, Bites & Bids	4 East Lansing, MI	4/28/2023
City of Kentwood Parks and Recreation				
3/28/2023	Department	Springtime Egg Scavenger Hunt	4 Kentwood, MI	4/1/2023
3/28/2023	Faith Lutheran Church	Faith Lutheran Youth Silent Auction Fundraiser	4 Grand Blanc, MI	4/28/2023
3/28/2023	Holbrook Elementary School PTO	Annual Family Fun Night & Silent Auction	4 Grand Ledge, MI	4/28/2023
3/28/2023	Williamston Schools Foundation	WSF 40th Annual Golf Outing	4 Williamston, MI	5/6/2023
3/28/2023	Whitmore Lake Elementary School	2nd Grade Zoo Trip	4 Whitmore Lake, MI	5/11/2023
3/28/2023	Bryant Elementary School PTO	Family Fun Night	4 Owosso, MI	5/12/2023
3/28/2023	Santa's First Responders	Santa's First Responders Charity Cornhole Tournament	4 Laingsburg, MI	6/10/2023
3/28/2023	Northfield Township Area Library	Summer Reading Club	4 Whitmore Lake, MI	6/12/2023
3/28/2023	Delta Township District Library	Summer Reading Program: All Together Now!	4 Lansing, MI	6/1/2023
3/28/2023	St. John the Baptist Catholic Church	St. John Car Show	4 Howell, MI	7/15/2023
3/28/2023	JDRF	JDRF One Walk East Lansing	4 East Lansing, MI	7/29/2023
3/28/2023	Lapeer County Health Dept WIC	Lapeer WIC Breastfeeding Awareness Event	4 Lapeer, MI	8/4/2023
03/28/2023	Tompkins Center Historical Society	Tompkins Freedom Festival/Steam Show	4 Rives Junction, MI	9/16/2023
3/28/2023	Central Resource Center	Child Care Provider Recognition Event	4 Lansing, MI	9/19/2023
4/11/2023	Coach Kacie Memorial Foundation	3rd Annual Coach Kacie Memorial Golf Outing	4 South Lyon, MI	8/11/2023
4/11/2023	St. Anne Sausage Festival	Annual Silent Auction	4 Warren, MI	9/22/2023
4/11/2023	LINK,Inc	2023 LINK History Fair	4 Lowell, MI	4/20/2023
4/11/2023	Winans Elementary PTO	End of Year Carnival	4 Lansing, MI	5/18/2023
4/11/2023	Oxford Kids Foundation	Be The Change Gala 2023	4 Brighton,MI	4/22/2023
4/11/2023	North Aurelius Elementary PTO	North Aurelius School Carnival/Silent Auction	4 Mason, MI	4/28/2023
4/11/2023	ICARE Foundation	ICARE Foundation Golf Outing	4 Novi, MI	9/21/2023
4/11/2023	Disabled Veterans of America Chapter 7	2023 DAV Charity Golf Outing	4 Augusta, MI	8/19/2023
4/11/2023	Childhood Cancer Campaign	Spaghetti Dinner & Silent Auction	4 Ludington, MI	5/7/2023
4/11/2023	Mount Hope Church	Family Day	4 Lansing, MI	6/1/2023
4/11/2023	Michigan Historic Preservation Network	43rd Annual Statewide Preservation Conference Auction	4 Lansing, MI	5/11/2023
4/25/2023	Whaley Children's Center	Tux and Tennies	4 Flint, MI	5/20/2023
4/25/2023	Nottawa Sherman Firefighter's Association	Annual Auction	4 Weidman, MI	5/20/2023
4/25/2023	Cristo Rey Community Center	Golf Fore Giving	4 Lansing, MI	6/22/2023
4/25/2023	Milford Cooperative Preschool	Murder Mystery and Silent Auction	4 Milford, MI	5/21/2023
04/25/2023	Cavanaugh Elementary School	Cavanaugh Elementary Writing and Drawing Contest	4 Lansing, MI	6/6/2023
4/25/2023	517 Magazine	517 Magazine 517 Day	4 Lansing, MI	5/17/2023
4/25/2023	Farley Hill Elementary School	Field Trip-Teachers	4 Pinckney, MI	5/31/2023
4/25/2023	Highfields	Annual Golf Outing	4 Onondaga,MI	6/5/2023
4/25/2023	Friends of the Community District Library	"Reading Around the Mitten"		
4/25/2023	Pennies from Heaven	Summer Reading 2023	4 Corunna, MI	6/12/2023
4/25/2023		Golf Scramble and Silent Auction	4 Coloma, MI	7/15/2023

4/25/2023	Old Newsboys of Flint	Old Newsboys of Flint Chris Hamilton Memorial Golf Classic	4 Flint, MI	7/31/2023
4/25/2023	Holt Junior High Parent Advisory Committee	Teacher Appreciation Raffle Event	4 Holt, MI	6/6/2023
4/25/2023	Connie Cunningham		4 Lansing, MI	4/27/2023
5/2/2023	West Michigan Cancer Center	15th Annual Wendy Hotrum Memorial Golf Outing	4 Kalamazoo, MI	7/8/2023
5/2/2023	Lowell Middle School PTO	Teacher Appreciation	4 Lowell, IN	5/5/2023
5/10/2023	Harley Beatty Family on behalf of Impression 5 Science Center	21th Annual Harley Beatty Charity Golf Outing	4 Lansing, MI	7/29/2023
5/10/2023	Women's Resource Network @ Adient	Driving Fore a Cure Golf Outing	4 Plymouth, MI	9/22/2023
5/10/2023	St. Michael Catholic School	St. Michael Catholic School Golf Outing	4 Grand Ledge, MI	6/3/2023
5/16/2023	Junior Achievement	Annual Celebration of Achievement Dinner	4 Jackson, MI	6/1/2023
5/16/2023	Murphy Mileage Club	Mileage Club	4 Haslett, MI	5/26/2023
5/16/2023	Fighting Falcon Military Museum	Golf Outing	4 Greenville, MI	7/8/2023
6/7/2023	Washtenaw County Office of the Sheriff	Family Day	6 Ann Arbor, MI	7/1/2023
6/7/2023	MWPARC	Annual Conference	6 Louisville, KY	08/25-27/2023
6/7/2023	American Association of Fish Veterinarians	AAFV 10th Annual Conference	4 Richmond, VA	10/6-9-2023
6/7/2023	Saline Area Social Service	Saline Area Social Service Fall Fundraiser	4 Saline, MI	9/28/2023
6/7/2023	Peter's Sunny Day Foundation	Pars for Peter	4 Dewitt, MI	6/24/2023
6/7/2023	Ele's Place-Capital Region	Ele's Race 5K Run/Walk	4 Lansing, MI	7/22/2023
6/7/2023	EVE Inc	Spruce-Up	30 Lansing, MI	6/3/2023
6/13/2023	SET SEG Foundation	SET SEG Foundatin Bid to Give Online Auction	4 East Lansing, MI	9/20/2023
6/13/2023	Capital Area Down Syndrome Association	Charity Golf Outing	4 East Lansing, MI	7/8/2023
6/13/2023	Circle Rocking "S" Children's Farm	Blessing of the Animals	4 Free Soil, MI	9/17/2023
6/13/2023	Most Holy Trinity School	Annual Dinner & Auction Fundraiser	4 Fowler, MI	11/4/2023
6/22/2023	The Naz-Brighton Nazarene Church			
6/22/2023	Women's Ministry	The Two or Mor Gathering	4 Brighton, MI	10/14/2023
6/22/2023	MSU Pediatrics and Human Development	MSU Austim and Neurodevelopment Disorders Family and Professional Conference	4 East Lansing, MI	7/27/2023
6/22/2023	We Walk the Line - The Connor Shea Memorial Fund	2023 We Walk the Line Golf Outing	4 Brighton, MI	9/29/2023
6/27/2023	Small Talk Children's Advocacy Center	10th Annual Auction for Advocacy: A Night to End Child Abuse	6 Lansing, MI	9/14/2023
6/27/2023	Special Olympics Michigan	Ties & Tennesies Gala	4 Flint, MI	11/3/2023
7/20/2023	Kentwood Parks & Recreation	The Vibe- A Fundraiser for Kentwood's Adapative Recreation Programs	4 Kentwood, MI	9/14/2023
7/20/2023	Spring Arbor Church of the Nazarene- Pantry	DJ Trivia Night and Silent Auction	4 Spring Arbor, MI	8/26/2023
7/20/2023	Harley Beatty Family on behalf of Impression 5 Science Center	Harley Beatty Foundation Golf Outing	4 Lansing, MI	7/29/2023
7/20/2023	Hastings Jingle & Mingle	Paella Party	4 Hastings, MI	9/3/2023
7/20/2023	Sonoco Protective Solutions	Company Picnic	4 Owosso, MI	7/29/2023
7/20/2023	Lifespan/LifeChoices	Zoo Field Trip	100 Jackson, MI	7/21/2023
7/25/2023	Salus Center	Fall Fundraiser	4 Lansing, MI	9/25/2023
7/25/2023	Clinton County Education Center	Field Trip- Community Participation	12 St Johns, MI	8/29/2023

8/3/2023	Care Free Medical	Dancing with the Local Stars	4 Lansing, MI	10/6/2023
8/3/2023	Midland Norsemen Travel Hockey	Midland Norsemen Golf Scramble	4 Midland, MI	8/26/2023
8/15/2023	Eastside Neighborhood Organization	Celebrating the Eastside	6 Lansing, MI	9/15/2023
8/15/2023	Wellness Committee	Scavenger Hunt	10 Lansing, MI	8/25/2023
8/15/2023	Dewitt Elementary PTA	Denim & Diamonds Auction	4 Dewitt, MI	11/11/2023
8/15/2023	Arts in Motion Studio West Michigan	Chair Affair	4 Grand Rapids, MI	11/4/2023
8/15/2023	Child and Family Service of Saginaw	ReStore Hope	4 Saginaw, MI	11/6/2023
8/15/2023	Five Points of Hope	A Night to Remember	4 Milford, MI	11/3/2023
		Scrapbooking & Craft Crop		
8/20/2023	Byron Methodist Women	Fundraiser	4 Byron, MI	9/30/2023
8/20/2023	Child and Family Charities	The Gateway Resource Fair	4 Lansing, MI	8/24/2023
		Harvest Festival & Ichabod Crane		
8/20/2023	Friends of Sleepy Hollow State Park	Festival	4 Laingsburg, MI	10/7/2023
8/20/2023	Cascades Humane Society	Unleash Your Heart Gala	4 Jackson, MI	9/30/2023
		Hairy Houdini Siberian Husky Rescue		
8/20/2023	Hairy Houdini Siberian Husky Rescue	Cornhole Tournament & Family		
	The Michigan Historic Preservation	Picnic	4 Shingleton, MI	9/30/2023
8/20/2023	Network	29th Annual Fall Benefit	4 Lansing, MI	10/15/2023
8/22/2023	AWARE, Inc.	12th Annual Men Who Cook	4 Jackson, MI	10/26/2023
8/22/2023	Roberts Elementary PTO	Trunk or Treat	4 Shelby Twp, MI	10/27/2023
8/22/2023	Answer Center for Women	Hello there!	4 Burton, MI	10/6/2023
8/22/2023	Three Fires Elementary PTO	Spring Fling	4 Howell, MI	4/26/2024
8/26/2023	National Kidney Foundation of Michigan	Kidney Ball 2023	4 Ann Arbor, MI	11/11/2023
		50th Anniversary Dawn Farm		
8/26/2023	Dawn, Inc	Jamboree	4 Ypsilanti, MI	9/10/2023
9/20/2023	Garfield Cooperative Preschool	Holiday Gala Silent Auction	4 Livonia, MI	12/7/2023
9/21/2023	VINA Community Dental Center	The VINA Tailgate	4 Brighton, MI	10/19/2023
	The Council for the Prevention of Child	CPCAN's Spooktacular Family Fun		
9/21/2023	Abuse and Neglect	Run and 5K	4 Jackson, MI	10/21/2023
9/21/2023	Todd Martin Youth Leadership	2023 Champions Weekend	4 Lansing, MI	10/27/2023
		International Dessert and Silent		
9/21/2023	Hannah's House Inc	Auction	6 Lansing, MI	10/28/2023
9/21/2023	Concord Community Schools PTO	Concord Fall Festival	4 Concord, MI	10/28/2023
9/21/2023	Tri-County Office on Aging	38th Annual Dinner and Auction	4 Lansing, MI	11/16/2023
		The Secret Garden: Annual Benefit		
9/22/2023	Genesee Christian School	Auction	4 Burton, MI	3/16/2024
9/22/2023	St. Gerard School	St. Gerard School Auction	4 Lansing, MI	11/18/2023
		The Arc Livingston's 30th Anniversary		
9/22/2023	The Arc Livingston	Holiday Gala & Fashion Show	4 Brighton, MI	11/16/2023
		St. Mary School Saints & Scholars		
9/22/2023	St Mary School - Williamston	Gala	4 Williamston, MI	10/28/2023
9/23/2023	Cornerstone Christian School	Trunk or Treat	4 Brighton, MI	10/28/2023
9/23/2023	Whitmore Lake Elementary School	Whitmore Lake Zoo Trip	4 Whitmore Lake, MI	11/10/2023
9/26/2023	Howell Nature Center	Wild Wonderful Night	6 Howell, MI	11/2/2023
10/5/2023	Vera Ralya Elementary	Ralya Community Connection Night	4 Haslett, MI	10/17/2023
10/5/2023	Laura's Hope	Laura's Hope Annual Fundraiser	4 Brighton, MI	11/2/2023
10/5/2023	Resurrection School	Resurrection School Auction	4 Lansing, MI	11/11/2023
		Whitmore Lake Elementary School		
10/5/2023	Whitmore Lake Elementary School PTO	PTO Online Silent Auction	4 Whitmore Lake, MI	11/23/2023
10/5/2023	League of Enchantment	Bees Knees Fundraiser	4 Dewitt, MI	11/12/2023
10/5/2023	The Ed & Irene Fleis Education Fund	Annual Silent Auction Fundraiser	4 Norton Shores, MI	11/29/2023
		11th Annual Ladies Night Out at		
		Crossroads Village and Huckleberry		
10/10/2023	Genesee County Parks and Recreation	Railroad	4 Flint, MI	11/18/2023
10/24/2023	Jackson YMCA	Party for a Cause	4 Jackson, MI	11/10/2023

10/24/2023	St. Mary School	2024 Dinner and Raffle for St. Mary's School	4 Westphalia, MI	2/3/2024
	Academic Pathways Cooperative			
10/24/2023	Preschool	Sweets with Santa	4 Livonia, MI	12/9/2023
10/24/2023	Eaton Rapids Choral & Drama Booster	Cabaret Fall	4 Eaton Rapids, MI	11/4/2023
10/24/2023	Van Buren County 4-H	Annual Fundraising Auction	4 Paw Paw, MI	3/3/2024
10/28/2023	Cristo Rey Community Center	Cristo Rey Community Center 5K	4 Lansing, MI	10/21/2023
10/28/2023	Downriver Hawks Baseball	Music Trivia Night	4 Woodhaven, MI	1/20/2024
10/28/2023	Lockwood Elementary PTO	Match Is Reading Month	4 Eaton Rapids, MI	3/1/2024
		Valentine dance, silent auction and fundraiser	4 Ithaca, MI	2/10/2024
10/28/2023	St. Paul the Apostle Parish	Red Nose Ruckus!	4 Lansing, MI	12/1/2023
10/28/2023	Child and Family Charities			
10/28/2023	Dansville Schools Education Foundation	Annual Dinner & Auction Gala	4 Dansville, MI	11/4/2023
		Lake Fenton Music Boosters Tin Can Raffle	4 Swartz Creek, MI	12/1/2023
10/28/2023	Lake Fenton Music Booster			
	Whitmore Lake Foundation for	Online Silent Auction - Mom Prom	4 Whitmore Lake, MI	2/3/2024
10/28/2023	Educational Excellence	2024		
		8th Annual Pizza Throwdown	4 Burton, MI	11/9/2023
10/28/2023	CenterPoint Christian Academy	Fundraiser		
	Whitmore Lake Foundation for			
10/31/2023	Educational Excellence	2024 Mom Prom	4 Whitmore Lake, MI	2/3/2024
10/31/2023	Highfields Inc	Company Employee Banquet	4 Onondaga, MI	2/17/2024
	Bennett Woods Parent Council for Bennett	November Thankful Theme - Staff		11/1/2023 thru
10/31/2023	Woods Elementary School	Appreciation	4 Okemos, MI	put month of
10/31/2023	Grandville Calvin Christian Schools	GCCS Auction	4 Grandville, MI	November
10/31/2023	American Heritage Girls Troop	Fundraiser/Silent Auction Dinner	4 Bellevue, MI	2/23/2024
		MACC Holiday Mixer and Taste of		2/10/2024
11/9/2023	Mason Area Chamber of Commerce	Mason	4 Mason, MI	12/7/2023
11/9/2023	St. Michael Catholic School	Winter Carnival	4 Grand Ledge, MI	2/2/2024
11/9/2023	Da Vinci Primary School	Silent Auction	4 Jackson, MI	12/4/2023
11/9/2023	Eyler Elementary School PTO	Annual School Carnival	4 Carleton, MI	3/16/2024
11/9/2023	St. Joseph Parish/School Pewamo	Century Club Dinner	4 Pewamo, MI	1/27/2023
11/9/2023	Sycamore Elementary PTO	Winter Walkthrough	4 Holt, MI	12/14/2023
		Harris Bunker Memorial Fund Silent		
11/9/2023	MSU Social Science Scholars Program	Auction	4 East Lansing, MI	11/18/2023
11/9/2023	Pottersville Public School	Incentive for Positive Behavior	4 Pottersville, MI	12/1/2023
		Our Savior Lutheran Church and		
11/9/2023	Our Savior Lutheran Church and School	School 2024 Auction	4 Lansing, MI	3/2/2024
		ALLNETTE's SWEATERS, SNEAKERS &		
11/9/2023	ALLNETTE, INC	SANTA	4 Royal Oak, MI	12/9/2023
11/23/2023	St. Mary Catholic School	Annual Mardi Gras Auction	4 Alma, MI	2/10/2024
11/23/2023	The Well Outreach	Hockey Night 2024	4 Brighton, MI	2/25/2024
12/12/2023	Charyl Stockwell Academy	2024 Annual Beluga Ball Fundraiser	4 Howell, MI	3/2/2024
	Bennett Woods Elementary Family Science			
12/12/2023	Night	Bennett Woods Family Science Night	4 Okemos, MI	2/21/2024
		"Building Community" Annual		
12/12/2023	Clara's Hope	Fundraiser	4 Fenton, MI	2/9/2024
	Mason County Central Educational	29th Annual Spring Community		
12/12/2023	Foundation	Auction	4 Scottville, MI	3/2/2024
12/12/2023	Brighton Cooperative Preschool	Online Silent Auction	4 Howell, MI	2/21/2024
12/12/2023	YMCA of Greater Flint	The Great Pumpkin Party	4 Fenton, MI	2/10/2024
		15th Annual Spagetti Dinner and		
12/12/2023	Humpty Dumpty Cooperative Preschool	Silent Auction	4 Eaton Rapids, MI	4/19/2024