**Potter Park Zoological Society Board of Directors Meeting**

*May 20, 2024 – 11:30 to 1 p.m. in Welcome Center Conference Room*

**MINUTES**

# Present Absent

Gabe Rodriguez-Garriga Julie Pingston

Aaron Davis Karlene Belyea

Roxanne Truhn Kieran Marion

Amy L. Morris-Hall, Society Executive Director

# General Items

1. Meeting was called to order at 11:34 a.m.
2. Approval of April 29, 2024 minutes – approved
3. No members of public
4. Late Items/Deletion/Consent Items

# Board Items

Financial Report YTD (preliminary) through April 30, 2024   
 **Revenue:** Year to date revenue at $377,107.14 is over budget by $93,133.47, with capital campaign revenue not included. The areas over budget are program revenue (due to Zookambi revenue coming in early and being budgeted later in the year) and revenue other (due to reimbursed expenses from marketing).

**Expenses:** Year to date expenses at $383,601.55 are $28,772.45 under budget.

* Professional fees are over budget $19,564.59 primarily due to the Big Zoo Lesson contract coming in earlier than budgeted, payment to an artist painting fence in the zoo (this is a reimbursed expense), and payment to the lobbyist which was not budgeted. **Net surplus:** The net surplus from operations not including capital campaign is $72,679.52 over budget.

**Cash:** The days of cash are at $1,239,437 or 393 days as of cash as of April 30 with capital campaign cash and expenses not included.

1. Transaction of Business   
   1. Old Business
      1. Endowment fund policy decision
         1. This will be discussed at the next meeting of this board.
   2. New Business
      1. Big Zoo Lesson position accepted by Roxanne Truhn

Roxanne submitted her letter of resignation from this board. Aaron moved to accept the letter, Gabe seconded and the motion carried.

# Discussion Items

1. Board President Update
   1. No update
2. Executive Director’s report
   1. Miscellaneous
      1. Economic Impact Report – A final version will be available at the next meeting of this board.
      2. Hospital update – Actual ground should be broken in June or July of 2024 with the hospital expected completion near the end of 2025.
      3. Lobbyist and lawmaker visit update
         1. Amy, Cynthia Wagner and lobbyist Kevin McKinney met with Representative Kara Hope. We asked for support for the zoo in the state budget. Meetings are set for this week with Rep. Emily Dievendorf and Sen. Sam Singh.
   2. Staff Update
      1. Big Zoo Lesson Site Coordinator Position   
         This position has been filled.
   3. Events/Education
      1. We have a full calendar through the summer. If board members are interested in volunteering please let me know. Gabe said he would like to volunteer June 20. Aaron said he would like to volunteer in July.
   4. Fund Development Update
      1. Nothing substantial to report
   5. Capital Campaign Update
      1. The ground breaking ceremony will take place May 22 at 11 a.m.
   6. Animal update
      1. The river otter pups are doing very well.
      2. We have two penguin eggs.
      3. We may have a Eurasian Eagle Owl on an egg. We’ll find out this week.
3. Suggestions for future agenda items, discussion and/or board comments
   1. None

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

# Adjournment

The meeting adjourned at 12:46 p.m.

*2024 Meeting Schedule – Potter Park Zoo – Welcome Center Conference Room*

*June 17, 2024*

*July 29, 2024*

*August 26, 2024*

*September 30, 2024*

*October 28, 2024*

*November 18, 2024*

*December 16, 2024*