



**FRESNO'S CHAFFEE ZOO CORPORATION**  
**Meeting of the Board of Directors**  
**Fresno Chaffee Zoo Education Building**  
**April 12, 2007 5:35pm**

<u>Present</u>	<u>Absent</u>	<u>Public</u>	<u>Staff</u>
John Valentino	Sieg Fischer	Kelly Steele	Lewis Greene
Sharon Levy (5:45pm)		Nora Buhr	Andy Snider
Sheri Manning-Cartwright			Patty Peters
George Nokes			Brian Goldman
Shari Rainwater			
Tom Templeton			
Bruce Campbell			

**Discuss and consider minutes:** Director Templeton made a motion to accept the minutes. Director Rainwater seconded. All in favor. None opposed. Motion carried.

**Chair Report:** Director Valentino stated he attended the AZA Accreditation conference with CEO/Director Greene. Director Valentino reported all went well and Fresno Chaffee Zoo received its accreditation. Director Valentino reported on his visit to the Denver Zoo.

**CEO Report:** CEO/Director Greene stated that the staff is to be congratulated for their efforts in Fresno Chaffee Zoo attaining its accreditation. Stingray Bay is a great success. CEO Greene stated that the Master Plan Team met this month and had been working on the Master Plan. CEO Greene also stated that an environment impact report would need to be done before going forward with the Master Plan. CEO Greene stated that an EIR generally takes 12 to 18 months to prepare. Director Valentino asked to set the date for a special meeting to address the Environmental Impact Report.

**Report by Director of Animal Care and Conservation:** Director of Animal Care & Conservation, Andy Snider reported on the animals that have come in to the zoo and animals that have left. Mr. Snider reported that there have been bird hatchings. The Flamingos are nesting. The Giant Anteater is due to give birth. Mr. Snider stated that the nest box is ready for the Andean Condor pair. Mr. Snider commented that the Aviaries are being spruced up and looking great. Mr. Snider stated that Stingray Bay is going well and has been very popular.

**Report by Marketing and Development:** Director of Marketing & Development Patty Peters, reported on the advertising of Stingray Bay on ABC 30, Comcast and Channel 21. Ms. Peters also stated that the Fresno Bee and Vida de la Valle will be advertising Stingray Bay. Ms. Peters stated that membership direct mail campaign is doing very well. Ms. Peters stated that the coming events are Breakfast with the Animals/Party for the Planet, Hispanic Day and the Cinco de Mayo golf tournament. There has been a big return on the Yellowpages coupon.

**Discuss and consider FY06 Draft Audit Statements:** Kelly Steele and Nora Buhr of Moore Grider Company gave an overview of the 2006 Financial Audit. Ms. Steele and Ms. Buhr went over their findings and gave recommendations. Ms. Buhr stated that an Audit Committee needs to be formed. The committee can have board members but only 50% of the finance committee. Ms. Steele added that this requirement is due to the Non-Profit Integrity Act. Ms. Steele stated further that the audit went very smoothly. Ms. Steele thanked CEO Greene and the staff for all their assistance. Director Nokes asked for an explanation of a temporary restricted item. Ms. Steele explained why an item would be labeled temporary restricted. Director Nokes thanked Ms. Steele and Ms. Buhr. Director Manning-Cartwright made a motion to accept the 2006 Financial Audit. Director Templeton seconded. All in Favor. None Opposed.

**Report by Director of Finance and Administration:** Director of Finance & Administration, Brian Goldman also thanked Ms. Steele and Ms. Buhr. Mr. Goldman went over the financial report with the board. Mr. Goldman stated that Admissions and Membership were up for the month of March. Mr. Goldman added that the month of April is off to a great start adding that the year to date attendance is up 29%. Mr. Goldman added that the Employee Handbook is completed and is going to the managers to review.

**Discuss and consider outsourcing retail:** Mr. Goldman reported on outsourcing retail. Mr. Goldman stated that the retail manager resigned approximately one month ago. Mr. Goldman stated this opened up some options, but little time to act. In talks with Mr. Rick Biddle of Schultz and Williams, Service Systems Associates (SSA) looked to be the best option given the present circumstances. Mr. Goldman stated that he would have preferred to do an RFP but at this time it was not practical. Director Manning-Cartwright added that the whole board would have preferred an RFP but given this is the height of season for retail the better solution was to bring in SSA to manage retail. Director Templeton stated this was a good deal for the zoo at this time. Director Nokes asked how many employees were in retail. Director Levy stated that she was the 1 vote at the Finance Committee that abstained. Director Levy stated she couldn't understand why there wasn't enough time to approach other competitors for proposals. Mr. Goldman stated that to request more than one proposal would have required to do a RFP. Mr. Goldman stated that was why SSA was chosen. Mr. Goldman stated that SSA will come in and spruce up the Gift Shop. Director Rainwater stated that this process keeps us moving forward. Director Nokes asked Mr. Goldman how long a RFP process would take. Mr. Goldman stated that it would take the summer. SSA can be here in a matter of weeks. Director Dougherty stated that since this is the height of the retail season and training a new person would take too long he feels this is the positive way to go. Director Valentino stated that he had an opportunity to see SSA first hand in Denver. CEO Greene stated the contract with SSA is one of convenience. Director Campbell stated that he felt the contract and SSA is the way to go. Director Manning-Cartwright made a motion to accept the proposal from SSA. Directors Dougherty and Templeton seconded. Directors Valentino, Manning-Cartwright, Rainwater, Nokes, Dougherty, Templeton and Campbell in favor. Director Levy Abstained. None Opposed. Motion Carried.

**Discuss and consider Amendment #1 to lease agreement between City of Fresno and Fresno's Chaffee Zoo Corp.:** CEO Greene stated the amendment to the City lease simply states the FCZC will insure the buildings. CEO Greene stated this was presented to the corporation attorneys for review. Director Rainwater made a motion to accept the amended lease. Director Dougherty seconded. All in favor. None opposed. Motion carried.

**Discuss and consider a special session for a Brown Act Seminar and for a review of Board and Management responsibilities:** Director Valentino stated that he would like to have a seminar for the Brown Act and Management responsibilities. This will be tabled until the next meeting.

**Discuss and consider retaining the services of Board Source:** Director Manning-Cartwright stated that she would like to table the Board Source issue until the next meeting.

**Discuss using the access road on the south side of the Zoo near Belmont as a Zoo visitor drop-off point. Anyone bringing visitors to the Zoo must pay park entrance fee to drive to the Zoo entrance:** Director Dougherty asked it would be possible to use the Bus entrance and exit for a drop-off point. CEO Greene stated that would be difficult because of the agreement with Fresno Transit.

**Public Comment. This time is set-aside for the public to comment on any item within the jurisdiction of the Board, but not appearing on the agenda. Items presented under public comment may not be discussed or acted upon by the Board at this time. For items appearing on the agenda, the public is invited to comment at the time the item is called for consideration by the Board. Any person addressing the Board under public comment will be limited to a 3-minute presentation to insure that all interested parties have an opportunity to speak. Please state your name and address for the record:** None Offered

**Board questions and comments:** CEO Greene stated that he would be in Washington, D.C. for the AZA legislature conference. Director Valentino stated that CEO Greene was named in Fresno Magazine as one of the 50 of the most influential people in Fresno. Director Manning-Cartwright asked if there would be any objection to moving the time to 6:00-6:30pm. Director Templeton stated that might put a strain on those staff members who are required to be at the meetings. CEO Greene stated that in the packets presented by the Director of Marketing and Development included a card with the Zoo Mission Statement.

**Adjournment:** Meeting adjourned at 7:45pm

**Respectfully submitted by:** Lisa Condoian, Administrative Assistant, Fresno Chaffee Zoo Corporation