

**Riverbanks Park Commission
Meeting Minutes
19 December 2019**

Attendance Report

Commissioners Present: Bud Tibshrary, Bob Davidson, Jan Stamps, Mary Howard, Phil Bartlett
Commissioners Absent: Mike Velasco, Alana Williams,
Staff Present: Tommy Stringfellow, Katie Eaton, Breta Rheney

Guest Presentation

John Davis (Director of Animal Care and Welfare) and Andrea Mueller (Animal Behavior Coordinator) shared their experiences of the months leading up to and the process of transferring elephant Belle to her new home at Milwaukee Zoo.

Call to Order

Chairman Tibshrary called the meeting to order.

Reading of the Minutes

The November 21, 2019 commission minutes were approved as distributed.
Stamps motioned to approve, Howard seconded, m/c unanimous.

Chairman's Remarks

Chairman Tibshrary thanked guests John and Andrea for attending the meeting today and sharing their stories. He commended them and their teams for an excellent job done and complimented the obvious hard work that the animal staff does.

Financial Report

Chief Financial Officer Rheney shared the following monthly financial report:

Attendance

Budgeted attendance for the month of November was 72,100; actual attendance was 73,142, up 1,042 visitors. Year to date we are up to budgeted attendance by 9,611. Membership sales are still holding strong resulting in membership visits tracking ahead of projected visits. Paid attendance represented 40%, membership visits represented 56%, and free represented 4% of the total.

Revenue

Year to date budgeted gross revenue through November was \$6,720,800, actual revenue was \$7,292,277 resulting in a \$571,477 increase compared to budget. Revenue increases were found across the board with success of the new exhibits and programs such as the Farm Experience, Dino exhibit, new pre-school and adult garden programs, facility rentals, and online/gate ticket purchases.

Expenses

Gross year to date through November budgeted expenses were \$7,975,900; actual expenses were \$7,377,128, resulting in \$598,772 savings compared to budget.

Primary contributors to the savings are due to accruals, timing of invoices, savings in open or unfilled positions, and reduced staffing expenses during bad weather days.

Society

Annual budgeted membership households is 38,000; Year to date actual membership is 41,109. Actual membership revenue through November was \$1,980,703 compared to budget of \$1,807,800 resulting in an increase of \$172,903 in Society membership revenues for the month. Society memberships sales are strong due to the value of unlimited visits, the Farm Experience, free admission to Lights, and discounted ticket incentive for the Dinosaur Experience.

Bartlett motioned to approve the November financials, Howard seconded, m/c unanimous.

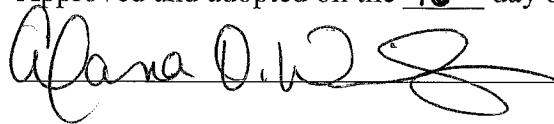
Chief Executive Officer's Report

President and CEO Tommy Stringfellow provided the following report:

- Stringfellow shared about his recent familiarization/discovery tour of Kenya with three other Zoo executives. This program helps assemble donor packages for future Riverbanks sponsored trips. He had a great experience and is looking forward to taking donors and staff in the future.
- Animal Update-
 - Belle is doing well in Milwaukee.
 - New kangaroo in quarantine.
 - The current siamang recommendation is to send the remaining siamang out to a new home and for Riverbanks to receive a new pair. Looking at plans to work on siamang holding.
 - Rodgers Construction won the bid on rhino expansion. Rodgers will move in early January and estimate to be finished in late June.
- Society Funding Update- At the November Society Board meeting, the board established and approved an operating reserve account with the initial amount of \$1.2M
- Capital Project Review- The list of projects is included in the audit review. Capital projects are continuously reviewed by staff for priority needs. Stringfellow requested that unassigned fiscal year ending balance (\$1.5M) be transferred to the committed capital project fund.
 - Stamps motioned to transfer funds, Howard seconded, m/c unanimous.
- Timeline Review-
 - Masterplan will be finalized in January 2020 with phasing and sequencing completed.
 - ARC Nursey- This project was funded by a donor, making the ARC Nursery possible. It will be a store front style window, with a look into a behind the scenes nursery, where you can see reptile eggs and juveniles. It should open in April.
 - Rhino to open in early summer.
 - Traveling exhibit in summer 2021.

The meeting was adjourned.

Approved and adopted on the 16th day of January 2020.

 _____, Secretary