

**Riverbanks Park Commission
Meeting Minutes
20 September 2018**

Attendance Report

Commissioners Present: Bud Tibshrary, Jan Stamps, Mary Howard, Alana Williams, Mike Velasco, Phil Bartlett, Bob Davidson

Commissioners Absent:

Staff Present: Tommy Stringfellow, Breta Rheney, Katie McCoy

Special Presentation: Prior to the Commission meeting, Greg Dykstra with CLR presented a recap of the third master planning session.

Call to Order

Chairman Tibshrary called the meeting to order.

Reading of the Minutes

The August 2018 minutes were approved as distributed.

Bartlett moved, Howard second, m/c unanimous.

Chairman's Remarks

Chairman Tibshrary discussed having the bylaws committee meet soon to review the bylaws. It was decided that the committee will meet prior to the October commission meeting. Chairman Tibshrary remarked that he was impressed with the procedures and precautions taken by Riverbanks prior to the forecasted arrival of hurricane Florence. He is grateful that Riverbanks and Columbia were unaffected by the weather.

Chief Finance Officer's Report

Financial report was provided by Breta Rheney:

Attendance

August budgeted attendance was 206,400; actual attendance was 21.5% above budget at 250,674, which is an additional 44,274 visitors. A second attendance record setting month. Paid attendance represented 39%, membership visits represented 58%, and free admittance represented 3% of the total. Continued promotions of lion cubs, gorilla baby, and giraffe calf continue to boost attendance. The increase in general admission on July 2 has not been met with resistance or resulted in any trends impacting attendance for the second month since the increase.

Revenue

August budgeted revenue was \$2,356,791; actual revenue was \$2,631,525, resulting in a \$274,734 increase compared to budget.

The primary contributor to the increased revenue across all categories is the strong attendance.

Expenses

August budgeted expenses were \$2,985,957; actual expenses were \$2,862,455, resulting in \$123,502 savings compared to budget.

Primary contributors to the savings are due to timing and savings in open or unfilled positions.

Society

Annual budgeted membership households is 38,000; August actual membership is 40,352. Actual membership revenue for August was \$892,170 compared to budget of \$744,175 resulting in an increase of \$147,995 in Society membership revenues. Members are responding well to the message of renewing now before dues increase in January. This is keeping the sales of memberships strong for this time of year.

- Chairman Tibshrary asked for an update on the status of the audit. Rheney reported that the new auditing firm (Hobbs Group) has finished their field work and will have a draft of the completed audit by November 1. The audit committee (Williams and Bartlett) will meet to review the audit prior to the presentation to the full Commission.

The August 2018 financials were accepted as presented:
Bartlett motioned to approve, Stamps second, m/c unanimous.

Chief Executive Officer's Report

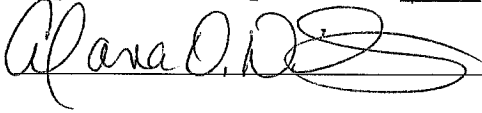
President and CEO Stringfellow provided the following report:

- Hurricane Recap- Riverbanks staff took all precautions and followed the hurricane procedures to ensure our facilities, staff and animals would be as safe as possible. The purchase of the generators last year brought much relief to staff. Luckily, Riverbanks experienced nothing more than a few branches and pine needles down but were prepared for much worse.
- Animal Updates- Pregnant lioness could be due as early as next week, and pregnant gorilla Macy could be due any time in the next month or two. We will be receiving two harbor seals; one in early October and the second in early November. They both will need to go through a quarantine period before being able to enter the exhibit.
- Riverbanks' biggest fundraiser of the year, ZOOfare, is tomorrow evening (9/21/18). This event has sold out and is expected to be very successful.
- Stringfellow reviewed a few of the items that the 2017/18 capital funds were able to purchase. Capital funded about 30 projects over all, but some of the immediately impactful ones included two generators for the ARC and bird house, a second train, a third tram, new lighting in the hospital, and an animal ambassador building.

- The finance committee (Velasco and Davidson) will plan to meet in October to review the first quarter and the next round of items for potential capital projects.
- The Association of Zoos and Aquariums (AZA) has recently issued a statement regarding the proposed changes to the Endangered Species Act. AZA has asked its accredited members to support the ESA and take action by using their pre-written letter and the tool on their website to contact your state representatives.
- Society Board Nominations and Matrix- Stringfellow reviewed the current makeup of the Society Board and asked the Commissioners to submit nominations for potential Society Board members.

The meeting was adjourned.

Approved and adopted on the 18th day of October 2018.

 _____, Secretary