

# SALISBURY ZOO COMMISSION

Meeting Minutes  
November 16, 2022

**MEMBERS PRESENT:** Clifton Griffin, Dave Harris, Karen Lutz, Lorraine Bozman, Jack Heath, Amy Heger, Linda Wainer

**MEMBERS NOT PRESENT:** Leigh Yanus, Allen Swiger, James Maybury, Don Pulver

**EX-OFFICIO MEMBERS NOT PRESENT:** Andy Kitzrow

**STAFF PRESENT:** Leonora Dillon, Mary Poudel, Kristina Ruhl, Jamie Nichols

Clifton Griffin called the meeting to order at 12:00 noon at the Zoo Education Center and the Pledge of Allegiance was recited.

**Minutes:** The minutes from the September 21, 2022 meeting were approved with a motion by Lorraine Bozman and seconded by Linda Wainer. The motion passed.

**Financial Report:** Financial report will be provided at the next Zoo Commission meeting. City employees still covered by Zoo Commission paying the city.

## ***STAFF REPORTS:***

### ***ZOO Director's REPORT:***

#### **November ZC meeting**

#### Staffing:

Keeper position has been offered, contingent on pre-employment screening results. If all goes well, she will start November 21.

No qualified applicants for a PT Maintenance person have been received. Please spread the word if you know of anyone that has some experience as a handyman/woman.

#### Animals:

Jessica and Adrienne traveled to pick up the Black-Tufted Marmoset November 9-10. He will be a companion for Bianca, the Cottontop Tamarin. Due to quarantine then temperatures, they will not be on exhibit together until the spring. The transport/disposition of Stanley, the Ibis was done along the same trip.

The transport/disposition of our Rosella, Michael has been postponed due to receiving institution having AI outbreaks in their areas. This will most likely not happen until the spring due to weather restrictions.

#### Projects:

\*The Admin trailer in on site. Due to budget constraints, DID presented a budget amendment to city council. We are waiting for the second reading and vote for things to move forward. Once the amendment is approved, skirting can be ordered and ramp built. We are probably looking well into February to have staff in the building.

\*Kookaburra holding is almost complete.

\*Spec Owl holding has begun construction.

\*Education Holding ramp and stairs are built and in place and skirting is installed.

\*Ocelot holding is almost fully completed with insulation and heating. If all goes well, over the weekend of November 12 it will be DONE!

### Zoo Happenings:

Day of Peace with Oakridge is to take place November 12 with close to 100 volunteers scheduled to assist in a massive cleanup.

Spooktacular and Not so Scary Halloween Happening were a great success. The coordination with Education, Marketing and all the volunteers made both days run very smoothly.

Education's' Holiday Events are sold out!

Capital campaign planning is still happening.

## **MARKETING and Outreach REPORT:**

- Giving Tuesday begins November 29<sup>th</sup>. Donations can be made at <http://www.shoregivesmore.org/salisburyzoomd>
- Early Giving may be received on November 21<sup>st</sup>.
- Ocelot Spot Gift Shop will be open on Black Friday from 10am-2pm. Everything in the Gift Shop will be up to 25% off.
- I am currently finalizing Annual Appeal for the year. I am awaiting two quotes to assist with printing and stuffing envelopes to have them mailed out, hopefully in two weeks with focus on faces, people, and animals at the zoo.
- I am working on getting every item in Ocelot Spot on our website to push sales for the holidays.
- I have been pushing memberships and animal adoptions out as Christmas gifts.

## **EDUCATION CURATOR REPORT:**

### **Zoo Commission Report-November 2022 Education Committee**

- Halloween Happening was a success! We had 15 Candy Tables this year, most of them sponsored tables. Ticket sales were 1,914 tickets sold on October 15th and 1,794 tickets sold on October 22nd, bringing the total to 3,708 tickets. The income was \$34,805, expenses were \$10,507 for gain of \$24,298.
- All of our Christmas programs are sold out as of October! This includes two Rockin' Around the Zoo programs and three Cookies with Santa. We are advertising the Sensory Friendly Rockin' Around the Zoo to private contact lists in the community before we open the event up to the public to register on social media.
- Community and School program Zoo2U's are booked throughout this month and December.
- The Education Committee will be meeting to discuss advertising/marketing strategies for Zoo Education programming and any improvements that can be made for programming to be in line with school education standards.
- Myself and our education technician, Catie, will be reviewing all educational programs offered to "revamp" programs based on feedback from the Education Committee.

- Focus is on teacher packets, home schoolers, and scouts.

## ***ORGANIZATIONAL REPORTS***

**Friends of the Salisbury Zoo:** Linda Weiner -No Report, Board has been dissolved and members will be part of DZA.

**Docents:** Karen Lutz – Docents are excited about 16 new docents. Docents will be helping with the Education Department programs.

**Herb Society:** Lorraine Bozman/Mary Jane Swafford – The garden is sleeping.

## ***COMMITTEE REPORTS:***

**Education Committee:** Dave Harris

1. Hoping to add Hema Bhaskaran to committee since she is interested.

2. Meetings will be on Mondays at 10:15 in Education Center on the months opposite the Zoo Commission meetings.

3. Old Projects

-Hold off on new book marks since we have an excess. What we have will be boxed up and delivered to schools.

-Continue looking for new MSDE grants and programs.

- Continue with partnership with SU and the desensitivity program run by Rhy Bemis and Mary Gunther. This is a partnership with SU students, the zoo and the public. Other SU programs include the learning committee network, the sculpture garden, hands on research, and STEAM Boxes developed for educators by Jenny Davis.

- New projects include finding experience/volunteers from retired teachers groups, creating a brochure for programs, summer camps,, scouts, home schools, and expanding LEAF to Worcester and Somerset.

**Public Relations:** No report

**Year to Date Financial Report** – James Maybury -

We will receive an up-date at January meeting.

***Old Business:***

**ZC/DZS/ City Capital Campaign for Bear Exhibit:**

1. Bear Necessity Campaign

- Searching for new leadership with contacts with large contributors
- Rendering of exhibit needed for planning.
- Bear exhibit will expand the footprint of the zoo.
- Don Pulver will be reaching out to people in Worcester County for contributions.
- Zoo will have a consultant for the project and meet once a month.
- The City of Salisbury, the Zoo Commission, Delmarva Power (transformer behind bear exhibit), architects,and the public have to be involved 100%.

***New Business:***

1. Zoo Commission roster needs to be up-dated.

A motion to adjourn the meeting was made by Lorraine Bozman, seconded by Linda Waimer and passed.

**The next meeting will be Wednesday, January 18, 2023**

Public comments in writing only.

The Zoo Commission reserves the right to go into a closed session pursuant to Maryland's Open Meeting Law.