

SALISBURY ZOO COMMISSION

Meeting Minutes

May 17, 2023

MEMBERS PRESENT: Clifton Griffin, Dave Harris, Karen Lutz, Linda Wainer, James Maybury, Don Pulver, Allen Swiger, Amy Stewart

MEMBERS NOT PRESENT: Lorraine Bozman

STAFF PRESENT: Leonora Dillon, Jamie Nichols, Vanessa Junkin, Chuck Eicholz (abs.)

Clifton Griffin called the meeting to order at 12:00 noon at the Zoo Education Center and the Pledge of Allegiance was recited. Clif thanked Jamie Nichols and Karen Lutz again for getting reports out to committee members.

Minutes: The minutes from the March 15, 2023 meeting were approved with a motion by Linda Wainer and seconded by James Maybury. The motion passed.

Financial Report: James shared that Jamie Nichols will be handling the cash and two people will be counting also. Financial report was discussed with an emphasis on what funds are for: “Restricted Funds”, “Earmarked Funds”, and “Unrestricted Funds”. Don Pulver made a motion to accept the financial report, Dave Harris seconded and the motion passed.

STAFF REPORTS:

ZOO Director’s REPORT:

Directors Report May 2023 ZC meeting

Staffing:

Education Curator: Mary is no longer a city employee, we have posted the Education Curator position but have not had a lot of responses. We’ve had a few applications submitted and plan to interview qualified applicants before the end of May.

Keeper position: Travis, one of our PT keepers, accepted the FT keeper position. He graduates in May so is not working a full 40 hours, but will be working FT hours effective June.

We hope to move one of our interns into a PT keeper position in the next few weeks and she will be on board by the month of July to be here several days a week. (Laura Adams is a former Zoo Crew member.)

Tameeka will be attending a week-long hands-on training/workshop the end of May. The workshop is for procedures with exotics.

Animals:

Spec Owls are going to start having access to the outside yard at the exhibit (old gator exhibit) as soon as staff completes the outside alterations of the yard and enclosure wiring along the front of the exhibit.

One of the NA Ducks passed away.

Shiloh (wolf) is having some health issues and will be examined again the week of 5/15/23 for Tameeka and Ally to reassess. She has not been doing well with an emergency 5/17/23.

Emerald (wallaby) is still in the hospital under constant care. The staff will be working with the medical team to get some blood draws from the rest of the mob to use as reference points on blood sugar levels since there is not much data out there for Tameeka to use in trying to diagnose issues with her.

Tentatively, Pinocchio will be scheduled to leave the zoo the end of June, if all paperwork is finalized by that time. Jessica and Adrienne will be traveling with him via the van to the Nashville Zoo.

Projects:

I have received confirmation the JPA (environmental) application has been completed and will be submitted to Maryland Department of the Environment once the Exec. team has signed off on it.

The RFP evaluation process was completed the first week in May. The scores were presented to Procurement and we had a meeting with Allen and procurement afterwards. The chosen firm is above the amount the city has set aside for plans. Allen presented DZS was going to put a portion of the Perdue funding towards the plans and was to connect with DZS on getting documentation on remaining funding needed to be able to present the Bid recommendation to Council. Procurement requires this in order to move forward on the process.

Eagles scout project ideas are being given to a few folks via the Education team. Hopefully one or both of the projects will be picked up and we will have more appropriate fencing that is truly a barrier, looks well-kept and is manageable to maintain moving forward on the Tropics Trail and around our pollinator gardens.

We received the grant from the Palmer Foundation for the Coati exhibit upgrade. The team of staff members working on the design concept have met several times to come up with the design concept. We will continue to move forward on that with the hopes of starting actual work in June.

We also have a bear exhibit concept team doing the same type of work. We've had our first two meetings and will continue to meet with the hopes of having big ideas and concepts in place for the design firm to be able to work from as things move forward with them. When bid is given it everything will that is necessary will be included.

*I would like to use the remainder of the Bennett donation and potentially some of the Tawney money to purchase new radiology equipment so the medical staff is able to get appropriate images for diagnosis and treatment. The machine Tameeka has been using is declining drastically, making it difficult to do medical procedures.

Tameeka has reached out to other institutions to get a better idea of what all would be needed for a new set up. At her workshop she plans to meet with some reps and get more accurate costs for what is needed. This purchase would not be able to take place until after the new FY in order to provide Tameeka time to investigate equipment and get quotes etc., but I wanted to get it on everyone's radar. Based on the cost estimates/quotes, we will be able to identify how much Tawney money would be needed, hopefully by the next ZC meeting.

Zoo Happenings:

Earth Day was a wonderful success due to staff working together to have a great group of exhibitors and crafters in place. Things went VERY well.

Metal menagerie will be installed May 11 with the opening May 12. The collection of pieces will be in the zoo through the summer.

Amphibian day is set to take place May 13. Changed to May 28th because of rain.

Wild about Reading is scheduled to take place May 18.

EDUCATION CURATOR REPORT:

-We finished our 3rd grade LEAF program at the end of April. We received good feedback.

-We will be starting our Kindergarten KWEE program in May though there are not many schools that will be coming because this one is split between Spring and Fall.

-Nature Play has started, it is on the second and fourth Thursday of the month through the summer, the turn out was pretty good at the first one, 10 people attended.

-Earth day was a big success and we have Amphibian day coming up as well as Wild about Reading next week.

-Tank the Sulcata Tortoise is still living in the hospital, but his wound is healing nicely.

-Ricky the Ball Python has been having a respiratory noise but we don't quite know what is causing it, he is on antibiotics just as a precaution.

-Two interns will be here for the summer.

Marketing & Outreach Report

Vanessa Junkin

Salisbury Zoo rebranding took place at Earth Day – new logo and slogan; received well online (45K reached on Facebook)

New e-newsletter is live and was sent in April and May – will continue to send at the beginning of each month

Events

We had 312 registered for the Zoo Stampede 5K, up from 191 registered last year.

We had \$1,200 in sponsors for Earth Day – Delmarva Power, Lonza and Bryan & Brittingham.

Alessi Mengason Picnic is coming up June 3, 4-6:30 p.m.

New features on website

- Interactive map
- Virtual animal adoption board

Social Media

- We have gained 268 Instagram followers since the last meeting, about two months ago (total: 4,918)
- We have gained 428 Facebook followers since the last meeting (total: 18,943)
- Facebook reach is up 43.3% over the last 28 days, for a total of 127,100.
- Instagram reach is up 1.2% over the last 28 days, for a total of 6,300.
- Ran an ad to boost Earth Day and will also be boosting the Education Curator position.

Donations

- Number of donations via PayPal is increasing:
 - February: Five donations, \$280
 - March: Seven donations, \$142
 - April: 17 donations, \$265
 - May: Eight donations (as of 5/15), \$220

Media Coverage

- Stay tuned: Keepers Hannah and Travis will be on Outdoors Delmarva in June
- Death of Daisy the coati was covered by 47ABC, WBOC and The Daily Times
- Earth Day was featured in Maryland Road Trips and on the WBOC website

ORGANIZATIONAL REPORTS

Docents: Karen Lutz – We have a new group of docents who are very active.

Herb Society: Lorraine Bozman

April

No formal meeting took place in April. All met at 1:30 in the garden and weeded and planted several herbs that were purchased from Parkside High and How Sweet It Is. Bamboo behind the fence was trimmed. We discussed changing the interior edge of the large bed. The Zoo will purchase mulch for the garden which we will be spreading.

We set up a display table on Earth Day on Saturday, April 22nd.

May

We are now meeting on Wednesdays at 2 p.m. to allow more folks to attend.

A group of members worked in the garden on May 10th planting 16 new herbs purchased from Williams Market and doing cleanup.

COMMITTEE REPORTS:

Education Committee: Dave Harris

1. Committee is accepting application for curator.
2. Committee is a State Aided Institution (SAI) support group.
3. The committee is always looking for grant writers.

Year to Date Financial Report – James Maybury

The 995 for the Zoo Commission has been posted.

Old Business:

1. Honey Zoo project is on-going.
2. ZC/DZS/ City Capital Campaign for Bear Exhibit.
 - meeting regularly
 - receiving information on stakeholders
 - responding to poll

New Business:

1. Radiology System for Hospital
 - Need a system that is working.
 - Tameka talking to vendors and reps at conference.
 - Tameka inquiring about necessary and unnecessary features.

-Looking for money to finance (\$80K-100K).

**Zoo Commission said that we will help find more funds for the technology.

2. Cash Registers

- James is researching what's available.

-Quick Books programs

- Shopify possibilities

-Allen Swiger has found some laptops.

A motion to adjourn the meeting was made by Don Pulver, seconded Linda Wainer and passed.

The next meeting will be Wednesday, July 19, 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.