

## **SALISBURY ZOO COMMISSION**

Meeting Minutes

July 19, 2023

**Members Present:** Clifton Griffin, Dave Harris, James Maybury, Linda Wainer, Hemalantha Bhaskaran, Don Pulver, Lorraine Bozman, Amy Stewart, Allen Swiger

**Members Not Present:** Karen Lutz

**Staff Present:** Chuck Eicholz, Jamie Nichols, Vanessa Junkin, Kelly Colbert

Clifton Griffin called the meeting to order at 12:02 pm at the Zoo Education Center and the Pledge of Allegiance was recited. Hemalantha Bhaskaran and Kelly Colbert were welcomed to the meeting.

**Minutes:** The minutes from the May 17, 2023 meeting were approved with a motion by Don Pulver and seconded by Dave Harris. The motion passed.

### **Financial Update**

Profit and loss, as well as a detailed restricted draft proposed budget were discussed. The proposed budget was updated through June to include \$99,000, as well as payroll and inventory wrap-up. There was \$10,000 net income for the year, there shouldn't have been income.

There is a \$13,000 increase for programs. Donations are also up. Part of the transition is money collected for the city. Education grants, large donations, and restricted money was discussed as items to stay in the zoo commission budget.

The budget draft looks a little different it is a \$0 budget meaning money coming is going out. This transition comes largely from the city taking over large pieces from the budget.

James will update and email updated numbers to vote on to work off zoo commission expenditures.

Don Pulver made a motion to accept financial report, with a second from Linda Wainer. All were in favor and the motion passed. After came a question about future donation management.

### **Staff Reports**

#### **Zoo Director Report, Chuck Eicholz**

##### **Staffing:**

Chuck welcomed Kelly Colbert, the new education curator, as well as Laura Adams, the new part-time relief keeper. Zoo is setting up interviews for the 3<sup>rd</sup>.

##### **Animals:**

Speckled owls are doing well in the gator exhibit.

Shiloh was euthanized.

Emerald the wallaby's recovery was going well, unfortunately the infection was took turn for the worse and her quality of life started to decline, it was decided that euthanizing would be the best course of action. There are three wallabies left.

Pinocchio the Andean Bear leaves Monday morning for Nashville, TN. There was discussion of the future new bear exhibit.

Nikki, the new Cotton Top Tamarin, arrives on July 12<sup>th</sup> after her quarantine. She is on the list for the breeding program.

The Zoo is temporarily moving the eagles to the old coati exhibit as their new exhibit is being built. Eagles will have viewing but won't be able to get up close.

#### Projects:

RFP was done for the bear exhibit. The Epstein Group was awarded the bid to build. A concept committee of zoo employees are preplanning to submit for success with the group. After 4 meetings, they are looking into the design. Surveys are to go out to the general public to help be inclusive for wants and needs of the future.

Concrete masons are to discuss future exhibit and buildings upgrades, as well as design for a new coati exhibit.

Radiology equipment is coming for the hospital to start the installation of new electric.

Pathway is open between The Ocelot Spot and coati exhibit – the field operations department applied stone dust that was packed down and unfortunately washed away with the rain.

Upgrades to the Beastro were discussed.

There is a new tracking system being implemented for keepers, Ocelot Spot and Beastro purchasing, and expense sheets. This means everyone has shared responsibility.

Chuck affirmed that keepers can come give quarterly updates to the Zoo Commission.

#### Zoo Happenings:

Andean Bear Day is this Friday.

Zoobilation may be coming back.

National Zoo Keeper week is coming up.

#### **Marketing and Outreach Report - Vanessa**

Recap of Brew River - \$703.92 = \$108 in tips + 20% from sales from Brew river. Newsletter is doing well with a 39% open rate for comparison the national open rate is 21%.

New rack cards were made and distributed for the zoo. Donations are up and coming from 16 different states and D.C. Facebook and Instagram engagement up by 133%. There have been multiple forward facing TV spots and media coverage. New membership cards were discussed that are being sent out.

#### **Committee Report:**

**Education:** Hema: CBT grant to request a \$10,000 budget transfer.

**Herb Society:** 4 Seasons Garden Club guest brought herbs and signage for the herb garden, as well as trees information to help identify herbs and trees in the zoo. The herb society is hosting Jerry Kelly as the August guest. Plans for a future workshop were discussed.

**Public Relations:** A 20x20 space is needed to house cans for "Just Zoo It to possibly return Sept-Nov? by DZS."

**New Business:**

Procurement is taking care of the blood machine and radiology system.

A strong process was conducted to find the new Zoo Director. Very happy with the quality of the decision of candidates.

Linda Wainer made a motion to adjourn, James Maybury seconded. All were in favor.

**The next scheduled meeting is September 20, 2023 at noon in the Zoo Education building.**