

Fresno Chaffee Zoo  
894 W. Belmont Avenue  
Fresno, CA 93728

Fresno's Chaffee Zoo Corporation  
**Nominating Committee Meeting**  
*Minutes*

Simba Classroom  
March 6, 2019

**Attendees**

- Mr. Craig Saladino
- Dr. Emy Phillips
- Mr. Ed Gonzalez

**Zoo Staff Present**

- Mr. Amos Morris
- Ms. Laura Martina
- Ms. Lisa Condoian
- Mr. Steven Gonzales-Warkentin

The meeting was called to order at 4:01 PM

**Agenda Item 2: Public Comment**

There was no comment from the public.

**Agenda Item 3: Chair Report**

Mr. Saladino stated that per the Bylaws this Committee should meet twice a year. He asked for meetings going forward to be placed on the calendar in advance.

**Agenda Item 4: Review, Discuss and Consider Minutes**

Upon review of the minutes from the Nominating Committee Meeting which was held on January 4, 2018, Dr. Phillips motioned for approval of the minutes as presented. Mr. Gonzalez seconded the motion. The motion was passed unanimously.

**Agenda Item 5: Review Balanced Board Assessment Tool**

The committee reviewed the Balanced Board Assessment Tool. Mr. Saladino requested that the tool be updated with current Board Members names and terms and when their term expires. He also requested that under the "Diversity" section that all categories are listed.

Under the "Area of Expertise" section, Mr. Saladino asked for "Construction" and "Real Estate" to be separated and for "Visitor Base" to be renamed to "Recreation/Hospitality."

**Agenda Item 6: Review, Discuss and Consider Board Nominations**

Mr. Saladino stated that with Mr. Richards leaving the Board, it would be beneficial to have a member of the Board that understood commercial real estate.

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Mr. Saladino stated that the Nominating Committee should keep a list of applicants that were not selected, for possible future openings. He also requested that the Committee follow up with those that are not selected.

Dr. Emy discussed her experience when she joined the Board, and how she interviewed with the Chair. She stated, if the Committee conducts interviews for the potential candidates, she suggests they happen at the Zoo.

Mr. Saladino suggested that all potential candidates come to a luncheon with members of the Board and Zoo Leadership Staff. He requested that a PowerPoint be shown that will go over the expectations of members of the Board, Measure Z, and the basics of the Brown Act.

Dr. Emy suggested that after the luncheon an email be sent to the potential candidates to gauge their interest.

Ms. Condoian suggested at either the luncheon, or in an email, the Conflict of Interest and Form 700s be discussed as well.

Mr. Gonzalez suggested that the Committee standardize a process for nominations to be used going forward.

Mr. Saladino asked Ms. Martina to speak with the third party company that the Zoo uses for background/drug testing to gain insight on if they do any checks for public boards.

Ms. Condoian also suggested that during the interview process the Committee ask potential candidates if they have previously done business with the Zoo as this may be a conflict of interest.

Mr. Saladino suggested that the Board of Directors Chair check in with Board Members in their second to third year of their first term to gauge their interest in moving forward with a second and third term.

An official motion was not taken, but Mr. Gonzales-Warkentin summarized the recommendation from the Nominating Committee to the Board will be as follows:

A luncheon with all potential candidates for Board of Directors will be held at the Zoo within the next few weeks. The luncheon will have nominees, Zoo Leadership Staff, and based on availability, Board Officers and Nominating Committee members. At the luncheon a presentation will take the candidates through the expectations of the Board of Directors, the Conflict of Interest disclosure and Form 700s as well as a brief overview of Measure Z and the Brown Act. Following the luncheon an email will be sent to candidates to check for interest and their intent to continue in the selection process. Once responses are gathered, the nominees will interview with the Chair or Vice Chair or other Officers of the Board. Post interviews, the Nominating Committee will meet prior to the May Board Meeting. At the May Board Meeting, the Nominating Committee will present their recommendations for new members of the Board. New members will attend an orientation, most likely in June 2019, and attend their first Board Meeting in July.

At this time the Nominating Committee would also recommend to the Board to possibly increase the number of Board Members from nine to eleven.

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**Agenda Item 6: Old Business**

There was no old business

**Agenda Item 7: New Business**

Mr. Saladino stated that the annual two meetings of the Nominating Committee need to be on the calendar.

Meeting Adjourned at 4:44 PM