

**DRAFT**

**Fresno Chaffee Zoo Board of Directors Meeting Minutes**

**August 15, 2018**

Fresno Chaffee Zoo  
894 West Belmont Avenue  
Fresno, CA 93728

**The meeting of the Fresno Chaffee Zoo Corporation's Board of Directors convened on August 15, 2018 at 6:12 PM at 894 West Belmont Avenue, Fresno, California. The meeting minutes were prepared in the order items were presented during the meeting.**

Members Present: Mr. Tom Richards – Chairman  
Mr. Craig Saladino – Vice Chairman  
Mr. Ken Price – Secretary  
Mr. Kyle Kirkland – Treasurer  
Ms. Chelsea Cates  
Dr. Emy Lopez Phillips  
Mr. Ed Gonzalez  
Mr. Babatunde Illori  
Ms. Julie Vance

Advisors Present: Ms. Dorothy Fortune – Docent President  
Mr. Doug Larsen

FCZC Staff Present: Mr. Scott Barton – CEO  
Mr. Amos Morris – COO  
Dr. Rick Treach - CFO  
Ms. Laura Martina – Chief Human Resources Officer  
Ms. Lisa Condoian – Zoo Operations Manager  
Mr. Steven Gonzales-Warkentin – Executive Assistant

**Agenda Item #1: Tour of Sea Lion Cove**

All those present received an educational overview of the Sea Lion Cove area prior to the start of the meeting.

**Agent Item #2: June Meeting Minutes**

The Board of Directors voted to approve the draft minutes. Director Kirkland moved for approval and Director Saladino seconded. The motion was approved (9-0).

**Agenda Item #3: Chair Update**

Director Richards stated that he did not have anything to report beyond the current agenda items.

**Agenda Item #4: CEO Update**

CEO Barton informed the board of events happening at the zoo such as the feasibility study (strategy for philanthropy), the upcoming shipment of Rudo the rhino to Tulsa to prepare for the upcoming white rhino birth, and the annual fundraiser, Safari Night which will take place on September 14, 2018.

**Agenda Item #5: 2018 June Financials**

Dr. Treatch reported that July's attendance has been the lowest reported since 2013 due to an extended period of hot days and poor air quality. September through December are expected to be strong months due to an increase in special events. Self-generated revenue is up with strong performances reported by the gift shops, events and membership.

Chairman Richards asked for a motion to accept the financial report. Director Vance moved for approval and Director Gonzalez seconded. The motion was approved (9-0).

**Agenda Item #6: Asian Exhibit Design**

Mr. Barton requested the Board approve forward in requesting Measure Z Capital funds from the Zoo Authority in the amount of \$3,691,710 for preparation for design and construction documents for the Asia Exhibit.

Chairman Richards asked for a motion to approve. Director Price moved for approval and Director Phillips seconded. The motion was approved (9-0).

**Agenda Item #7: South Corridor Infrastructure Project**

CEO Barton reported that the General Contractor informed the Fresno Chaffee Zoo that it is incapable of performing its work as presented in the response to our Request for Proposal. Mr. Barton also reminded the Board Members this was the only Proposal received. Chairman Richards noted that the General Contractor above failed to deliver the required performance bond.

The request was made by Mr. Barton to approve Fresno Chaffee Zoo to proceed as a multiprime with Ryan Liggett Project Management & Consulting serving as Project Manager responsible for construction oversight and cost containment. Progress will be reported to the Board with specific emphasis on costs not to exceed the amount approved by this Board and the Zoo Authority Board.

Chairman Richards informed the Board that this item was discussed during the Finance Committee Meeting held earlier. The Finance Committee requested that construction capital projects be brought to the Finance Committee for review prior to presenting to the Board.

Director Gonzales made a motion that the zoo have an internal protocol that requires staff to verify the bond for anyone that has intention to bid. Work would not start until bond is in place. The motion was seconded by Director Saladino. The motion was approved (9-0).

A second motion was made by Director Price to authorize Ryan Liggett Project Management and Consulting to oversee the South Corridor Infrastructure Project and was seconded by director Vance. The motion was approved (9-0).

**Agenda Item #8: Bird Show Transition**

CEO Barton informed the Board of the zoo's desire to purchase the Winged Wonders Bird Show from Ross Laird, who plans to retire in the near future. The contract is almost finalized and will be presented to the Board at a future meeting.

**Agenda Item #9: COI Code Amendment**

Mr. Larsen updated the Board on the recent changes made by the County to its wording of the Conflicts of Interest Code. Proposed changes have been made to language and formatting, and also additional management employees have been added. Mr. Larsen requested approval of the changes which would then be sent to the County for review and approval.

Director Price motioned to approve the changes and Director Phillips seconded. The motion was approved (9-0).

**Agenda Item #10: Post Service Bar Policy**

CEO Barton discussed the request previously made by Director Price that exiting Board Members must wait one year before they are able to work on any project for the zoo.

Director Price motioned to approve and Director Saladino seconded. The motion was approved (9-0).

**Agenda Item #11 (New Business) and #12 (Old Business)**

Chairman Richards then asked if anyone had any new or old business for consideration. Hearing none, he adjourned the meeting at 6:46 PM.