

## **Fresno's Chaffee Zoo Board of Directors Meeting Minutes**

Fresno Chaffee Zoo  
894 West Belmont Avenue  
Fresno, California 93728

**December 7, 2018**

The meeting of the Board of Directors convened on December 07, 2018 at 3:31 PM at 894 West Belmont Avenue, Fresno, California. The meeting minutes were prepared in the order items were presented during the meeting.

**Board Members Present:**

- Mr. Tom Richards – Chair
- Mr. Craig Saladino – Vice Chair
- Mr. Kyle Kirkland – Treasurer
- Mr. Ken Price - Secretary
- Mr. Ed Gonzales
- Ms. Emy Phillips
- Ms. Julie Vance
- Ms. Chelsea Cates

**Board Advisors Present:**

- Mr. Chuck Hensley
- Mr. Doug Larsen
- Mr. Scott Barton

**Fresno Chaffee Zoo Staff Present:**

- Mr. Amos Morris
- Dr. Rick Treach
- Ms. Laura Martina
- Ms. Alisha Anderson
- Mr. Steven Gonzales-Warkentin - Scribe

After roll was taken by Mr. Gonzales-Warkentin, Mr. Richards stated he did not have anything to report for the Chair Update and proceeded onto Agenda Item three.

### **Agenda Item #3: Receive, review and consider Contingency Funds**

Mr. Richards stated that the Board of Directors adopted a policy in June of 2017 where the Zoo Corporation must obtain the approval of the Board before any funds are used from the contingency that changes the scope of the project.

The South Corridor Infrastructure Project, currently underway, has experienced a situation in construction. Two electrical vaults were found close to historic trees which the Zoo aims to protect and a clay sewer pipe was found to be cracked.

Mr. Richards suggested the Board approve the use of Contingency Funds for the South Corridor Infrastructure Project, not to exceed \$70,000.00

Mr. Price motioned to approve the use of Contingency Funds for the South Corridor Infrastructure Project, not to exceed \$70,000.00. The motion was seconded by Mr. Saladino, and the item was unanimously approved.

**Agenda Item #4: Receive, review and consider change to Contingency Funds policy adopted at the FCZC Board of Directors meeting held on June 21, 2017**

Mr. Doug Larsen, Legal Counsel, presented four options to the Board of possible revisions to the policy that was adopted by the Board on June 21, 2017 regarding Contingency Fund use.

After discussion of the four options, Mr. Larsen and Mr. Gonzales-Warkentin presented the following for consideration.

"In the event that the circumstances may result in a work stoppage, the Chief Executive Officer has twenty-four hours in which to call a special Board meeting. If, after reasonable attempts, the CEO cannot schedule a Special Board meeting within forty-eight hours, the CEO will then consult with the Chair, the Vice-Chair and Treasurer. If the majority of those Board Members approve, then contingency funds can be used in an amount not to exceed \$50,000."

Mr. Saladino made a motion to adopt the change to the policy from June 21, 2017 as presented, and Mr. Priced seconded. The item passed unanimously.

Mr. Richards than asked if there were any public comments or new or old business. Hearing none, he adjourned the meeting at 4:30 PM.