

Fresno's Chaffee Zoo Corporation
January 5, 2006
MINUTES

Present

Shari Rainwater
Tom Templeton
Cheryl Assemi
Sheri Manning-Cartwright
Sharon Levy via telephone

Absent

Manuel Ferreira

Public Comment

Shelley Morrison
Barbara Moore
Lyn Myers
Harold Mountan
Dr. Lewis Wright
Dale Thompson
Raymond Navarro

Meeting called to order at 5:30 p.m.

Discuss and Consider Name of the Zoo: Shari Rainwater requests that Cheryl Assemi share with everyone the reason behind the name change consideration. Assemi stated that the reason behind this topic is that zoos with their town name in the title seem to receive the most recognition, therefore it should be discussed whether or not to add the name Fresno to the zoo's title. Assemi suggested the new name be Fresno Chaffee Zoo. This would add the city's name and also maintain the historic quality that "Chaffee" brings to the title. Rainwater asked for audience and board members to consider this change and then suggested the final decision not be made until next meeting. Interim Director, Shelley Morrison, added that the marketing research done for the Chaffee Zoo in the past has suggested that the name "Fresno" somehow be tied to the zoo.

Ross Laird contract: Tom Templeton stated that he compared the old contract that Laird had with the Zoo Society and compared it to the new 2006 contract submitted and they are the same, with a few exceptions that may need to be changed. Those exceptions being the misnaming of the Fresno's Chaffee Zoo Corporation and an incorrect abbreviation of the Fresno's Chaffee Zoo Corporation. Templeton stated that the money being request in the Laird contract is \$179,200.08. This will also cover the cost of the additional shows that the City of Fresno used to subsidize. Templeton requested that Laird provide a report of attendance on a regular basis for shows done in 2006. Templeton also requested that referral to the name "Chaffee Zoological Gardens" in item #4 of the contract be changed to "Fresno's Chaffee Zoo Corporation". Templeton also added that the contract agreement will end at midnight, December 31, 2006, which was agreed upon by Laird. In the portion of the contract that discusses insurance, Templeton questioned whether the City of Fresno needed to be covered. Laird stated that it was his assumption that since the City of Fresno still owned the zoo that it would be appropriate to name them in the policy. Templeton also requested that the shows content be changed on a regular basis. Templeton made a motion to accept Ross Laird's contract with the necessary changes. Assemi seconded the motion. All members were in favor. Motion carried.

Board Member Information: Rainwater shared that there is an attendance requirement set in the bylaws. She added that applications for the board member vacancies will be accepted until the 15th. Applications are on the website. Manning-Cartwright suggested that the arbitrary date for the beginning of the new terms be March 1st. Templeton stated that he was asked to make a strong recommendation on behalf of the Fresno Zoo Society that the three new members chosen to replace the three members who resigned have strong business backgrounds and strong interests in the zoo.

Board/Staff Question and Answer Period: Rainwater shared the possibility of having a get-together for staff, docents and board members. Everyone will be notified when a date is set.

New CEO Selection Process: Rainwater shared that the board has selected nine people for a telephone interview. After those are completed, the board will narrow down the selection. Ross Laird asked if any of the candidates come from outside the zoo field. Rainwater answered that all candidates have prior zoo experience.

Treasurer's Report: Manning-Cartwright handed out a copy of the Treasurer's report to all board members and audience and gave a summary of each column and page.

City Insurance Obligations: Rainwater stated that, currently, if an existing building burns down or is destroyed, the City of Fresno receives insurance benefits and the zoo is left to rebuild on its own. She added that this needed to be further research. The board will get further clarification and present their findings at a later meeting. Docent Bruce Campbell also added that there are tens of thousands of dollars worth of materials in the education building that could not be replaced if a catastrophe occurred. Rainwater stated that the current property insurance will cover building contents, however, a special policy would be required to cover specialized items.

Public Contents: Docent Barbara Moore stated that she had brought up previously the subject of the liability release required to be signed by zoo docents. Templeton stated that the insurance policy will cover volunteers and docents, should they be injured while doing service for the zoo. Templeton added that, effective February 1st, docents are not required to sign the release of liability.

Rainwater stated that the board is currently researching various payroll services.

Rainwater asked if the zoo staff was comfortable with the condition of the zoo for AZA accreditation. General Curator, Dale Thompson commented that weekly mock inspections have been done in each section and deficiencies have been addressed. He added that many improvements have been made. Zoo supervisor, Raymond Navarro, stated that one thing the board can do to help is to respond quickly and complete the necessary paperwork for the CalWorks and Adult Offender Programs so that the zoo can obtain more labor. Zookeeper, Harold Mountan stated that the zoo is doing well organizationally. He stated that the African Savannah exhibit was in need of repair. Zookeeper, Lyn Myers, stated everyone has been working very well together and communication between staff members has been good. Myers stated she is concerned with some paint chipping throughout the zoo on various walls. Dr. Lewis Wright, Veterinarian, stated that the zoo hospital is current and in good shape for the inspection. Interim Director, Shelley Morrison, shared some of the items that had come up in previous inspections. Rainwater thanked everyone for their hard work.

Corporate Credit Card: Manning-Cartwright stated that the board is in the process of obtaining a corporate credit card through County Bank. This will be used for corporate expenses, such as CEO recruitment travel expenses and lodging.

Tom Riggs Appointment: Assemi made the motion to appoint Tom Riggs as agent for service of process. Templeton seconded the motion. All members were in favor. Motion carried.

Telephone System: Rainwater stated that this item had already been addressed and the board had decided to use SBC. All other members agreed this was an old item. For the

record, Templeton motioned to approve the SBC telephone system. Manning-Cartwright seconded the motion. All members were in favor. Motion carried.

Web Master Agreement: Assemi stated that Talahi is the company that has been providing the website upkeep for Fresno's Chaffee Zoo Corporation. They agreed to continue maintenance until the FCZC finances were in order. She stated that Talahi's newest proposal was to continue their service at the fee of \$100.00 per month. Assemi added that this company has been very easy to work with and very accessible. Templeton asked if this fee included maintenance of the zoo's website as well as the corporation website, as this company currently maintains both. Morrison stated that it was her understanding that Talahi was going to submit a proposal to cover the zoo's website once a new director was in place. Assemi makes a motion to accept Talahi's proposal to maintain the corporation website. Motion was seconded by Manning-Cartwright.

Reimbursement Policy: Interim Director, Shelley Morrison, provided a draft of a reimbursement policy created by Attorney, Tom Riggs. Morrison suggested that the policy cover a wider range of purchases, such as emergency items the zoo may need from a retailer for which the zoo does not have an open purchase order or account. The document will be reviewed by the board and a decision will be made at a later date.

Meeting adjourned

Respectfully submitted by Denise Buckley, Senior Secretary