

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

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

Friday, April 24, 2020 12:30 PM  
Zoom: <https://zoom.us/j/99587882999>  
1-(669)-900-6833 / Meeting ID: 995 8788 2999

*This meeting was conducted onsite at the Zoo with consideration of social distancing guidelines and allowing participation via Zoom. Certain public notice requirements under the Brown Act have been suspended during the COVID-19 pandemic including postings in areas for those Board members participating via teleconference.*

**Directors Present**

- Mr. Oliver Baines
- Mr. Ed Gonzalez, Vice Chair
- Mr. Babatunde Ilori
- Mr. Kyle Kirkland, Chair
- Mr. Rion Morgenstern, Treasurer
- Mr. Ross Parnagian
- Dr. Emy Phillips, Secretary
- Ms. Julie Vance

**Directors Absent**

- Ms. Chelsea Cates

**Advisors Present**

- Mr. Doug Larsen, Legal Council
- Mr. Scott Barton, CEO
- Ms. Patty McLane, Docent President

**Zoo Staff Present**

- Ms. Katharine Alexander
- Ms. Alisha Anderson
- Ms. Brandy Gamoning
- Mr. Steven Gonzales-Warkentin
- Ms. Laura Martina
- Mr. Amos Morris
- Ms. Lyn Myers
- Dr. Shannon Nodolf
- Dr. Lily Wachter
- Mr. Dean Watanabe

**Item 01: Roll Call**

Mr. Kirkland called the meeting to order at 12:32 PM and asked Mr. Gonzales-Warkentin to call the roll. With a quorum in attendance, the Board proceeded with business.

**Item 02: Public Comment**

Mr. Kirkland asked if any members of the public had comments to offer; none were presented.

**Item 03: Chair Report**

Mr. Kirkland acknowledged the Executive Team and staff members for their efforts and dedication to ongoing mission of the Zoo during the shutdown.

**Item 04: CEO Report**

Mr. Barton reported that the Executive Team was drafting a reopening plan for the Zoo based on a review of comparable zoo plans and best practices for social distancing and enhanced safety protocols. Mr. Barton also informed Board members of the difficult decision to euthanize an older Sumatran orangutan, Sara, earlier in the week. Saibu, also an orangutan, recently underwent surgery to remove a cancerous mass in her lower jaw. She is currently being monitored.

**Item 05: Consider and approve reallocation of Measure Z funds**

Mr. Barton reminded the Board of the Zoo Corp's desire to seek approval from the Zoo Authority of the reallocation of previously approved Measure Z funding, as discussed and approved at the previous Board meeting. Dr. Wachter presented an outline of the original and revised budget amounts, all of which were deemed reasonable and appropriate by a consensus of the Board. No action was deemed necessary given the Board's prior approval.

**Item 06: Consider and approve an increase in architect fees for the Zooplex and Ambassador building projects**

Mr. Kirkland initiated a discussion of a request for a fee increase by the architect on the Zooplex and Ambassador building projects. Mr. Kirkland recapped meetings that he, Mr. Barton and others had with the architect regarding the scope of the project and justification of the fee request. After some discussion, the Board determined that it needed more information to consider the request. Mr. Baines made a motion to authorize Mr. Kirkland, Mr. Gonzalez, Mr. Parnagian, Mr. Barton and Project Manager Mr. Jesse Santiago to review the architect's contract and fee increase request in more detail and report back to the Board of Directors at the next meeting. Mr. Morgenstern seconded the motion, and it passed unanimously.

**Item 07: Consider and approve release of CLR's design retention for Kingdoms of Asia project**

Mr. Barton stated that Kingdoms of Asia construction documents were now in with the City of Fresno for plan check and that the architect on the project, CLR, has requested release of the design retention on the project. Mr. Barton asked the Board for approval to petition the Zoo Tax Authority for release of the retention payment. Mr. Gonzalez made a motion to approve the request; Ms. Vance seconded the motion. The motion passed unanimously.

**Item 08: Consider and approve Board of Director Special meeting minutes from 03/23/2020**

Mr. Kirkland asked the Board to review the minutes of the Special Meeting of the Board on March 23, 2020 as drafted and offer revisions. With no revisions offered, Mr. Baines moved to approve the minutes as presented; Mr. Morgenstern seconded. The motion passed unanimously.

**Item 09: Consider and approve Board of Director meeting minutes from 03/26/2020**

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Mr. Kirkland asked the Board to review the March 26<sup>th</sup> Board meeting minutes as drafted and offer revisions. With no revisions offered, Mr. Baines moved to approve the minutes as presented; Mr. Parnagian seconded the motion. The motion passed unanimously.

**Item 10: Receive an update on the Paycheck Protection Program and Fresno Chaffee Zoo's budget plan**

Dr. Wachter reported that as Mr. Barton had reported via email earlier in the month, the FCZ was approved for a Paycheck Protection Program loan of approximately \$1.7 million dollars pursuant to the Federal CARES Act. Dr. Wachter stated that she expected the majority of the loan to be forgiven pursuant to existing forgiveness criteria, but potentially leaving an approximate loan balance of \$200,000 at 1% interest and a 2-year maturity but cautioned that the forgiveness formulas were still subject to interpretation and review. She also stated the Zoo has seen a reduction in non-essential spending and deferment of payments and that the Executive Team had also been considering other revenue sources and operational changes upon reopening. The Board thanked Dr. Wachter for her efforts in securing the loan on behalf of the Zoo.

**Item 11: Receive an update on Fresno Chaffee's Zoo's online resources during closure**

Ms. Gamoning stated that the Zoo's drive to engage the community has inspired a robust offering of online content available to the public under the "Bring the Zoo to You" hashtag. A digital activity book, *Party for the Planet*, was also released to help inspire family fun while sheltering at home. Mr. Watanabe stated the Zoo was providing content in English and Spanish, unique in the zoo industry.

**Item 12: Receive Fresno Chaffee Zoo's Technology Update**

This item was tabled until the next scheduled Board meeting.

**Item 13: Old Business**

Mr. Kirkland asked if there was any old business to discuss. None was presented.

**Item 14: New Business**

Mr. Kirkland asked if there was any new business to discuss. None was presented.

Mr. Kirkland thanked everyone for their time and adjourned the meeting at 2:05 PM.