

**Riverbanks Park Commission
Meeting Minutes
20 October 2022**

Attendance Report

Commissioners Present: Deneen Shockley, Alana Williams, Jan Stamps, Cliff Bourke, Jeff Reeves, Bob Davidson

Commissioners Absent: Mike Velasco

Staff Present: Tommy Stringfellow, Lochlan Wooten, Christie Vondrak, Ashley Harris, Katie Eaton

Call to Order

Chairwoman Stamps called the meeting to order.

Reading of the Minutes

The September 15, 2022 Commission Meeting minutes were approved as distributed.

Davidson motioned to approve the minutes, Shockley seconded, m/c unanimous.

Chairman's Remarks

Chairwoman Stamps remarked that the Board's Emeritus luncheon earlier this week was very nice and a great time visiting with present and former Board and Society members.

VP of Finance Report:

VP of Finance Ashley Harris provided the following report:

- Harris reviewed the September financial statement:
 - Attendance is on target with budget. Paid admission is under budget and membership is over budget. This does appear to be a trend nationwide that other zoos are experiencing as well.
 - LGIP cash balance and intercompany balances are now settled
 - Harris highlighted that attendance was budgeted lower than actual in FY22, but due to that year being an anomaly, the budget was created to be more in line with more average years
 - Rides and attractions below budget due to carousel being closed temporarily for renovations
 - Richland county millage collection is down but confirmed due to timing. Collections should spike between December to March.
 - Reeves motioned to approve the September financials. Bourke seconded: m/c unanimous.

President & CEO Report:

President & CEO Tommy Stringfellow provided the following report:

- Stringfellow shared that he is continuing to work with the local councils on relationships.
- Hosted a FAM tour of Federal Legislation staff last week. It was a good opportunity to connect with the offices of those legislators.
- Master Plan update- last week we had CLR back on site with the team to discuss options and reprioritizations for moving forward with the Master Plan.
- Stringfellow informed the Commission of the plan to reprioritize the replacement of golf carts within the capital replacement list.

Administrative Officer Report:

Administrative Officer Christie Vondrak provided the following report:

- This month we celebrated Guest Services Appreciation week. These teams celebrated in fun ways throughout the week. Their hard work is so appreciated.
- Vondrak updated the commission on the Diversity, Equity, Accessibility, and Inclusion (DEAI) efforts at Riverbanks. Rachael Bashor, VP of Mission Engagement, has been hard at work gathering data and creating a plan for moving these efforts forward. Over the summer employees participated in an Inclusion and Belonging survey. Data from that survey will help identify Employee Resource Groups and ways to improve these efforts at Riverbanks.
- Riverbanks has identified Canopy as the company to conduct an updated Strategic plan.

Operating Officer Report:

Operating Officer Lochlan Wooten provided the following report:

- Zoofari- this year was the 3rd best ever Zoofari. Very proud of the hard work the team poured into this event.
- Tonight begins Boo at the Zoo through October 30. Kicked off the event with a pumpkin smash event day this week and invited media to come out.
- Lights preview night will be November 18 for VIPs and media
- Treehouses in waterfall junction have been recently updated thanks to the education and maintenance teams.
- The ARCC construction is looking beautiful and coming along.
- In 2024, Riverbanks will celebrate its 50th anniversary. We are in the planning phases and looking for ways to make that year extra special.

The meeting was adjourned.

Approved and adopted on the 17th day of November 2022.

, Secretary