

**Riverbanks Park Commission  
Meeting Minutes  
17 November 2022**

**Attendance Report**

**Commissioners Present:** Deneen Shockley, Jan Stamps, Jeff Reeves, Bob Davidson, Mike Velasco

**Commissioners Absent:** Alana Williams, Cliff Bourke

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

**Call to Order**

Chairwoman Stamps called the meeting to order.

**Reading of the Minutes**

The October 20, 2022 Commission Meeting minutes were approved as distributed.

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

**Chairman's Remarks**

Chairwoman Stamps remarked that this will be the last meeting of the year as there will not be one in December. She wished everyone happy holidays.

**VP of Finance Report:**

VP of Finance Ashley Harris provided the following report:

- A few weeks ago, Harris attended the AZA Finance Leadership Conference in Phoenix Arizona. It was a great opportunity for Harris to network with other financial leadership from other AZA organizations.
- Harris reviewed the October financial statement:
  - Overall, the financials are looking good through Oct. YTD, with Net Income landing better than projected.
  - Attendance trends are in line with other organizations across the country. Total attendance and revenue associated with paid admissions are slightly under budget
  - Public support- prior year FY22 total is higher due to receiving SVOG grant of \$6.5M.
  - Events revenue attributed to Boo are over budget. This number was budgeted on a 5 year average.
  - Saw \$12,000 come in through State Surplus in sales
  - Richland County property tax revenue is still down, but can expect an influx of payments in December-March
  - Velasco motioned to approve the October financials. Reeves seconded; m/c unanimous.
- Will begin to schedule audit committee meetings soon.

**Administrative Officer Report:**

Administrative Officer Christie Vondrak provided the following report:

- Vondrak shared that a staff chili social was hosted in the month of October. Leadership continues to work on ways to connect with and reward staff throughout the year.

**Operating Officer Report:**

Operating Officer Lochlan Wooten provided the following report:

- Mission Engagement Update- the Field Conservation Associates program has been relaunched. This program is supported by the Satch Krantz Conservation Fund and allows for staff to participate in conservation work that they are passionate about.

- DEAI update- as part of our ongoing DEAI efforts, the “Employee Resource Groups” (ERGs) were launched this week. These are self-organized groups of staff that serve as networking and support opportunities from their peers
- Boo at the Zoo went very well this year.
- Lights at Riverbanks Zoo opens to the public on Saturday. Tomorrow night will be the Lights preview night for VIPs.

The meeting was adjourned.

Approved and adopted on the 19<sup>th</sup> day of January 2023.

  
\_\_\_\_\_, Secretary