

NIABI ZOO COMMUNITY ADVISORY BOARD – JUNE 3, 2019 MEETING

IN ATTENDANCE

Bill Nelson – Chair	Kat Broughton
Liz Dierolf – Vice Chair	Mik Holgersson
Gerald Correthers - Secretary	Kathy Matherly
Lee Jackson – Niabi Zoo Director	

MEETING MINUTES

1. Minutes approval for March and April – Gerald motion, Kathy 2nd; minutes approved. No minutes for May; there was no quorum so it was not an official committee meeting
2. Member resignation – Luke VanLandegen; Bill attended Forest Preserve May meeting and addressed need for new CAB member nominees, will have several names brought to next meeting
3. Draft gift acceptance policy:
 - a. Bill proposed editing governmental agency designation for Forest Preserve in policy
 - b. Other clarifying edits suggested by Bill, Lee and Liz; Lee and Jeff Craver will work to update
 - c. Motion to approve and recommend policy to Forest Preserve after edits made: Liz motion, Kathy 2nd; motion passed.
4. Development Director job description:
 - a. Job description very detailed and includes a large list of tasks
 - b. Lee suggests sending out to see what response it gets, Liz suggests it get pared down to just the essential priorities to make sure candidates understand expectations better
 - c. Motion to send to Jeff Craver with edits – Kathy motion, Liz 2nd; motion passed.
5. Director’s Report:
 - a. AZA will revisit week of June 10th, will have report on visit at July CAB meeting
 - b. Attendance ok so far, rain has stayed at bay on weekends
 - c. Discussion on ‘surprise’ free days – possible as a ‘pop-up’ event on days when cloudy/rainy to boost attendance; needs to pass Forest Preserve before becoming an option for implementation
 - d. Conservation partnerships continue to grow – Dubuque University, University of Florida, and opportunity in Paraguay; Lee paying own way to go down to meet with project leaders.
6. Next meeting agenda items:
 - a. CAB Membership recruitment
 - b. Update on 501(c)3, identifying foundation members
 - c. Ruhl & Ruhl gift (Pints sponsorship)
 - d. Naming guidelines, sponsors for free days

Adjourn: 6:59pm
Next meeting: Monday, July 8th, 2019 – 5:30pm at Niabi Zoo