

Riverbanks Park Commission Meeting Minutes 17 May 2018

Attendance Report

Commissioners Present: Bud Tibshrary, Alana Williams, Jan Stamps, Mary Howard, Bob Davidson, Phil Bartlett, Mike Velasco (via conference call)

Commissioners Absent:

Staff Present: Tommy Stringfellow, Breta Rheney, Katie McCoy

Call to Order

Chairwoman Howard called the meeting to order.

Reading of the Minutes

The March 2018 minutes were approved as distributed.

Tibshrary motioned to accept, Bartlett second, m/c unanimous.

Chief Finance Officer's Report

Financial report was provided by Breta Rheney:

Attendance

With an outstanding April, attendance has surpassed the one million mark and is 1,024,142 as of April 30, 2018. This is almost 53,000 over budget.

Riverbanks ended April with over 40,000 memberships and 2,539 ahead of budget. The increase from budget is predominately in Regular (Individual/Family) and Plus memberships.

Revenues

- Net revenues increased over \$2.1m in April. Year-to-date revenues are \$13,483,690 and are 86.5% of annual budgeted revenues. The breakout between earned and governmental is noted below.

Revenue	FY2018				YTD Actual FY2017	
	Current YTD		Annual Budget			
Earned	\$10,029,373	74.4%	\$11,910,582	76.3%	\$9,753,516	73.9%
Governmental	3,454,317	25.6%	3,701,094	23.7%	3,445,285	26.1%
	<u>\$13,483,690</u>	<u>100.0%</u>	<u>\$15,611,676</u>	<u>100.0%</u>	<u>\$13,198,801</u>	<u>100.0%</u>

Departmental Expenses and Utilities

- All departmental expenses are less than budget with the exception of Marketing and Public Relations.
- Marketing overage is split between personnel changes and overages in advertising due to timing differences.

Balance Sheet

	Net Cash		P&L Impact
Petty cash & banks	\$755,404	Prepaid rent - Jul-Dec 2018	\$7,563
LGIP	5,309,328	Group deposits post 4/30/2018	233,399
Accounts receivables:		Designated donations unspent @ 4/30/2018	168,957
SSA	373,048	Explore More cards	328,119
Richland County - estimate	14,211		
Tickets & rentals	29,429		
Various	3,416		
subtotal	6,484,836	subtotal	738,038
Due to Society	(595,738)	Prepaid expenses:	
Due to Capital Fund	(624,088)	Insurance - business, workers comp, health	(278,802)
Accounts payables:		Maintenance & support	(18,024)
Payables & accrued expenses	(585,654)	Inventories:	
Accrued personnel expenses	(282,352)	Animal feed	(42,879)
subtotal	4,397,004	Aquarium salt	(16,098)
Capital Fund payables	(129,293)	Supplies	(5,554)
Encumbrances-General & Capital	(1,175,700)		
Total	\$3,092,011	Total	\$376,681

YTD we have spent on average \$1,373,482 per month. Our budgeted average monthly spend is \$1,449,238.

Bartlett motioned to accept the financial report, Tibshrary seconded, m/c unanimous.

Chief Executive Officer's Report

President and CEO Stringfellow provided the following report:

- Stringfellow explained the process behind the proposed 2018-2019 budget.
 - Bartlett motioned to accept the budget as presented, Tibshrary seconded, m/c unanimous.
- Stringfellow shared animal updates.
- CLR Design has been named as Riverbanks' Master Plan firm. They will begin hosting workshops onsite. The Commission is invited to attend the first session prior to the Commission Meeting on June 21.
- The nominating committee (Stamps, Bartlett, and Howard) met briefly prior to the meeting and named the following executive board for the 2018-2020 term:
 - Chair- Bud Tibshrary
 - Vice Chair- Bob Davidson
 - Treasurer- Jan Stamps
 - Secretary- Alana Williams

Executive Session

A brief executive session was held to discuss a personnel issue. No action was taken.

The meeting was adjourned.

Approved and adopted on the 21 day of June 2018.

Jan H. Stempel, Secretary