

Riverbanks Park Commission
Meeting Minutes
17 October 2019

Attendance Report

Commissioners Present: Bud Tibshrary, Bob Davidson, Jan Stamps, Mary Howard, Phil Bartlett, Alana Williams, Mike Velasco

Commissioners Absent:

Staff Present: Tommy Stringfellow, Katie Eaton, Breta Rheney, Lochlan Wooten, Christie Vondrak

Guest Presentation

Chief Marketing Officer Lochlan Wooten and Chief Human Resources Officer Christie Vondrak presented the highlights and notable accomplishments for the 2018-19 fiscal year.

Call to Order

Chairman Tibshrary called the meeting to order.

Reading of the Minutes

The September 19, 2019 commission minutes were approved as distributed.

Stamps motioned, Bartlett seconded, m/c unanimous.

Chairman's Remarks

Chairman Tibshrary thanked Christie and Lochlan for a wonderful presentation. He wished them luck in the continuation of the Town Hall program and this year's Boo at The Zoo event.

Financial Report

Chief Financial Officer Rheney shared the following monthly financial report:

- Received the balance of the collected 2018-2019 millage escrow (\$147,916) from Lexington County.
- Lexington County is paying the 1.2M operation funds in quarterly payments of \$300K.
- Velasco proposed having additional conversations to increase funds to insure ourselves in the event of funding cuts.

Attendance

Budgeted attendance for the month of September was 83,600; actual attendance was 86,833, up 3,222 visitors. Year to date we are up to budgeted attendance by 24,345. Membership sales are still holding strong resulting in membership visits tracking ahead of projected visits. Paid attendance represented 38%, membership visits represented 59%, and free represented 3% of the total.

Revenue

Year to date budgeted gross revenue through September was \$4,176,300; actual revenue was \$4,615,312, resulting in a \$439,012 increase compared to budget.

Expenses

Gross year to date through September budgeted expenses were \$5,032,800; actual expenses were \$4,491,798, resulting in \$541,002 savings compared to budget.

Primary contributors to the savings are due to accruals, timing of invoices, savings in open or unfilled positions, and reduced staffing expenses during bad weather days.

Society

Annual budgeted membership households is 38,000; Year to date actual membership is 41,120. Actual membership revenue through September was \$1,235,896 compared to budget of \$1,124,300, resulting in an increase of \$111,596 in Society membership revenues for the month. Society memberships sales are strong due to the value of unlimited visits, the Farm Experience, free admission to Lights, and discounted ticket incentive for the Dinosaur Experience.

Bartlett motioned to approve the September financials, Velasco seconded, m/c unanimous.

Chief Executive Officer's Report

President and CEO Tommy Stringfellow provided the following report:

- Thanks to all who were able to attend Saturday's Community Leaders Appreciation Day. We had representation from Richland County Council, City of West Columbia Council, and City of Columbia Council. We received excellent feedback from those in attendance.
- Stringfellow shared the Society Board member nominations. There are 5 positions rolling off this year and they will be filled by nominees. They all came highly recommended and represent diversity needed on the Society Board. Stringfellow is meeting with each nominee to discuss Society Board expectations and commitments. The board will vote at the November meeting to accept. Stringfellow also presented the Society Board's proposed new slate of officers.
- ZOOfare Recap- This year's event was the most attended and generated the most revenue. This was due to the combination of increased gate sales and the silent and live auctions.
- On The Table- A couple of our Society Board members are participants or chairs in this nationwide program, and they suggested that Riverbanks host an On The Table meeting. The purpose of these meetings is to bring communities together to discuss a topic. We will invite members from the community to attend a conversation centered around the topic of community wide conservation efforts.
- Master Plan- At the next commission meeting, we will be presenting a hard-bound copy of the master plan. The next steps in master planning are to present the plan to Lexington County, Richland County, City of Columbia, and other "stakeholders."

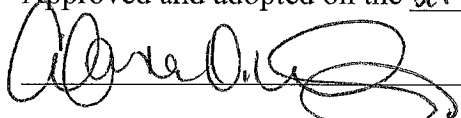
Bartlett motioned to go into Executive Session, Velasco second, m/c unanimous.

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 21st day of November 2019.

 _____, Secretary