

Riverbanks Park Commission
Meeting Minutes
16 April 2020

Attendance Report

Commissioners Present (via conference call): Bud Tibshrary, Bob Davidson, Jan Stamps, Mary Howard, Mike Velasco, Alana Williams, Phil Bartlett
Staff Present: Tommy Stringfellow, Christie Vondrak, Lochlan Wooten, Katie Eaton,

Call to Order

Chairman Tibshrary called the meeting to order.

Reading of the Minutes

The February 20, 2020 commission minutes were approved as distributed.
Bartlett motioned to approve, Stamps seconded, m/c unanimous.

For the record, there was no March 2020 meeting

Chairman's Remarks

Chairman Tibshrary extended his appreciation of the hardworking staff and to Tommy during these challenging times. Tibshrary also wanted to take a moment to congratulate Commissioner Mike Velaso for being named to the 2020 "Forbes Best-in-State Wealth Advisors" list.

Chief Executive Officer's Report

President and CEO Tommy Stringfellow provided the following report:

- Stringfellow shared that the staff appreciated the letter of support from Commission
- March financials reflect two weeks of operation and two weeks of closure. In March, Riverbanks was opened 15 days and closed 16 days. Membership through the end of March was on the decline. The membership team is still working to engage with and encourage guests to become members. All memberships have been paused and will become active again when Riverbanks reopens. Membership revenue was still up from budget in March
- Attendance through end of March was 780,000 on budget of 827,000, down YTD about 46,000
- We received the final check from Lexington County on April 1st
- Right now we have a cash reserve through Mid-May
- Since close, all departments have worked to reduce unnecessary expenses while maintaining animal health and welfare and keeping our team healthy.
- Evaluating staff needs during closure was a priority. Identified what staff would be needed with park being closed. Laid off 290 seasonal employees. Reduced full time hourly staff to 32 hours. Laid off 16 full time staff, with one retiree and one resignation. Lochlan's title has been changed to Chief Operating Officer and she will absorb life sciences and operations departments. Christie's title has been changed to Chief Administrative Officer and she will absorb finance and IT departments.

- Riverbanks' average monthly expenses after reductions is still about \$1.2M per month. Right now, we are covered through May. We are exploring additional options if we can't open in June, including the Society's emergency fund and the remaining balance due from Richland County property tax collections. Further than that the next step is looking into stimulus money to get assistance. We currently don't qualify but are working to get assistance. Last piece would be to further furloughs of full time staff.
- Budget- will be asking the finance committee (Velasco and Davidson) to review the preliminary fiscal year 2020-2021 budget in May

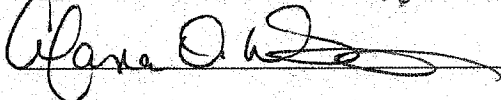
Chief Operating Officer's Report

COO Lochlan Wooten provided the following report:

- Next week working with SSA to launch an online retail store
- Z-Learning is available at 10:00am Monday-Friday on Facebook or YouTube channel. Milo is engaging folks from home and doing educational segments on animals and areas of the zoo. It is creating wonderful engagement with our guests and mission and have even spawned some sponsorships
- Rhino exhibit is still moving forward with great progress. The holding facility will be the first piece completed and it is on track. More updates on that to come.
- Garden looks beautiful right now, so since no one can come visit, Andy Cabe and Susan O'Cain with the botanical garden staff cut flowers to donate to Lexington Medical Center and Prisma Health
- Wine Tasting will be next Friday night virtually. About 30% of those who have responded are offering to donate their tickets and participate in the webinar event.
- Encouraging anyone who would like to support Riverbanks to donate through the Riverbanks webpage and purchase/renew memberships.

The meeting was adjourned.

Approved and adopted on the 21st day of May 2020.

 _____, Secretary