

MINUTES OF THE DELEGATES' MEETING
20 June 2008
Scottsbluff, NE

AZAD Chairman Michael Gillen called the meeting to order at 7:00 p. m. on Friday 20th June 2008 at the Hampton Inn and Suites in Scottsbluff, NE. He welcomed the Delegates and observers to the meeting. He then introduced the Executive Board: Michael J Gillen, Riverside Zoo, Secretary/Chairman; Kathy Schaeffer, Pittsburgh Zoo & PPG Aquarium, Treasurer; Jim Bartos, Columbus Zoo & Aquarium, Membership Chairman; Ellen Kulie, Detroit Zoo, Newsletter Editor; Mary Murphy, Philadelphia Zoo, Director – Conference Advisory; Bob Shaff, Seneca Park Zoo, Director – Extension; Kaye Quentin, Saint Louis Zoo, Director – Public Relations; and Ben Carpenter, Memphis Zoo, Board appointed Parliamentarian.

Jamalee Clark, Riverside Zoo, gave the report of the Credentials Committee. Twenty-nine delegates were seated at the call to order. The number of eligible votes was twenty-nine delegates plus seven Executive Board members for a total of thirty-six votes. The delegates adopted the report of the Credentials Committee.

Bob Shaff, Director – Extension read the roll call of zoos/aquariums.

Michael Gillen introduced the 2008 Business Meeting Chairpersons Michael Gillen and Jamalee Clark.

Michael Gillen then introduced Laurie Machen and Kathy Schaeffer as representatives of the 2009 Regional Conference/Delegates Meeting at Pittsburgh Zoo and PPG Aquarium / National Aviary.

Mary Anne Lefevre was introduced as the 2009 Regional Chairperson in attendance at the business meeting for the Phoenix Zoo Regional Conference.

Tim Sutton, Zoo of Northwest Florida, Bylaws and Rules Committee Chairman read the Convention Rules as published in the newsletter. The Convention Rules were adopted.

Jamalee Clark, Riverside Zoo Co-chairman, gave the report of the Program Committee. She welcomed everyone and thanked everyone for coming. She stated that there are 62 docents registered representing 31 organizations.

Jim Bartos, Membership Chairman, stated that as of June 2008 there were 112 Organizational members and 2137 individual members of AZAD. Of this number, 1,988 were Active Docents, 51 were Associate members and 98 were Inactive Docents. Since AZAD 2007, there had been a decrease of 47 AZAD individual members, and a decrease of 4 Organizational members. The following zoos/aquariums were new and/or rejoining members since AZAD 2007: Aquarium of the Pacific, Dallas Zoo Docents, Ellen Trout Zoo Friends, Henry Vilas Park Zoo, International Crane Foundation, Lincoln Park Zoo Docents, South Carolina Aquarium Docents, and Zoo New England – Franklin Park. He reported that the following Organizational members did not renew their membership: Akron Zoo Edzoocators, Birmingham Zoo, Calgary Zoo Docents, Charles Paddock Zoo Society Volunteers, Como Zoo Docent Association, Dakota Zoo Docents, Fossil Rim Wildlife Center, Idea Wild, Lake Superior Zoo Docent Association, Micke Grove Docent Council, Queens Zoo-Wildlife Conservation Society, and Topeka Zoo Volunteers. Several zoos received a "Final Notice" letter. The above mentioned zoos were the only ones not responding. Jim thanked his committee members Linda McKinney, Cincinnati Zoo and Rae Leah Sidwell, Omaha's Henry Doorly Zoo for their help. He also thanked the AZAD Board members for their help.

Kathy Schaeffer, Treasurer, gave the financial report for the fiscal year ending 31 October 2007. She thanked the members of the Budget and Finance Committee during the past year, Joan Sutphen, Houston Zoo and Laurel Shannon, Cameron Park for their service. Total funds in were \$43,608.98 and were comprised of \$35,496.49 of operating funds mainly budgeted items including membership dues, merchandise sales and interest income. Additionally, \$697.80 was received from unbudgeted sources. She reported that membership was down. It was only 84% of the budgeted amount.

Total funds paid out were \$50,358.50; funds in exceeded funds paid out by \$6749.52. During the fiscal year funds spent for major purchases: \$618.55 for AZAD brochures, \$1825 for AZAD pins, \$2960 for conference speaker reimbursement fees and \$900 for board liability insurance. The ending balance of \$115,248.18 was comprised of a checking account balance of \$11,776.10, cash management savings balance of \$31204.38, funds invested in certificates of deposit of \$71,896 and cost of merchandise inventory of \$371.70. The ending fund balance is reserved for the following purposes: Major Purchases Fund, \$2000; Disaster Relief Fund, \$500; Future Projects Fund, \$12,000; and AZAD Board Grants, \$3,000.

Kathy then asked the delegates to consider the letter from Bruce T Hall, Certified Public Accountant. This firm completed the Agreed Upon Procedures report and the organization's annual tax return. She read the following statement from the report: "In summary, all deposits and disbursements as reported in the bank statements for the above noted period have been included in the Treasurer's report of Revenues, Expenditures and Fund Balances that is provided to the Board. We have included recommendations to the board on certain bookkeeping functions."

Kathy addressed the proposed budget for 2008 – 2009. She asked that everyone refer to the proposed budget that they received in their delegate's packet. The budget incorporates a 20.08% decrease in expenditures over last year's budget and a 5.23% decrease in income. She explained that there was a budgeted deficit and that the board has decided not to increase membership dues but to use unrestricted funds to cover the budgeted deficit. She reported that the decrease in income for the proposed budget was due to declining membership. She encouraged everyone to go back to their respective zoos and encourage docents to join. The delegates adopted the proposed budget.

Kathy next read the auditor's report. The report was prepared by Bruce T Hall, CPA. The auditors report was adopted.

Ellen Kulie, Newsletter Editor, thanked everyone in attendance for allowing her to serve four years as the editor, as well as Pam Karas, Columbus Zoo and Aquarium, for preparing the index, and Webmaster Liz Turner, Houston Zoo, for uploading the newsletter to the AZAD website. She also thanked everyone who contributed ideas, articles and photos. She informed everyone that if they have not already received the July 2008 issue it should be at their home upon their return. The percentage of electronic vs. hard copy distribution remained stable. Anyone who would like to receive the newsletter electronically should contact the Membership Chairman. The next copy deadline is August 15, 2008.

Bob Shaff gave the report of the Extension Committee. Bob reminded the delegates that if they would like information about subjects contained on the survey from other zoos to let him know.

Bob then introduced Bert DeVries, Chairperson of the Travel Committee. The 2008 trip to China is still going to take place even after the earthquakes. Bob informed the delegates that Bert is working hard to plan other activities during the trip, as some had to be cancelled because of the earthquake. Bob reminded everyone that the deadline for the Elephant class was quickly approaching so if people would like to go on this trip spaces are still available. They must get the minimum participants of 20 before the class will be held. The 2009 trips will be: Wolves of Yellowstone in Winter, February 2009. The maximum number for this trip is 20 and India in October of 2009. The maximum number of participants for this trip is 24. The trips will be advertised in the next issue of Symbiosis.

Bob then gave the report for the website committee, chaired by Liz Turner. Liz has decided to step down as webmaster. Bob asked that if anyone was interested or knows of someone who would be interested in being webmaster to get in touch with him.

Kaye Quentin gave the report of the Public Relations Committee. AZAD purchased new pins to replenish a dwindling inventory. Jim and she had their committee members research the names of zoos and aquariums with volunteer programs. She sent letters to over 100 zoos in hopes that they would join. Those that did join were the Aquarium of the Pacific, Long Beach, CA; Brevard Zoo, Melbourne, FL; and Ellen Trout Zoo Friends of Lufkin, TX.

Kaye reported that 46 pins and 11 patches were sold during the 2007 conference. Others sold throughout the year were 58 patches and 59 pins. She also sends condolence cards to the families when an AZAD member passes away. If you know of a member of AZAD who passes away, please forward the information to Kaye, so that she may get a card sent to the family. Kaye thanked everyone for allowing her to serve for four years as Director of Public Relations.

Mary Murphy gave the report of the Conference Advisory Committee. She informed the delegates that there will be a Regional Meeting in Phoenix on April 24th through the 26th in 2009 and a Regional Meeting/Delegates Meeting on August 26th through the 29th 2009 at Pittsburgh Zoo and PPG Aquarium/National Aviary. We will again have a national conference in 2010 at the Brookfield Zoo. The dates for the conference will be September 7-12th. The Memphis Zoo will host the national conference in 2011. They are finalizing their dates. She reminded everyone to look in Symbiosis and the website for updates. Mary asked that if anyone is interested in hosting the 2012 national conference to let her know.

Tim Sutton, Zoo of Northwest Florida, Bylaws and Rules Committee member gave the report of the Bylaws Committee. No changes suggested by the membership, the board, or the committee.

Norma Cole, Woodland Park Zoo, Chairman of the 2007 – 2008 Nominating Committee, gave the report of the committee. She thanked the committee members Carol Arns, Columbus Zoo and Aquarium, Van Harris, Memphis Zoo; Cassidy Hudson, Oakland Zoo; Barbara Meyer, John Ball Zoo; and Aggie Hartman, Binghamton Zoo at Ross Park (alternate). She then read the slate of officers for 2008 – 2009: Mary Murphy, Philadelphia Zoo, Director – Conference Advisory, Robert Shaff, Seneca Park Zoo, Director – Extension, Rae Leah Sidwell, Omaha's Henry Doorly Zoo, Director – Public Relations, Jim Bartos, Columbus Zoo and Aquarium, Membership Chairman; Beverly Slaughter, Ellen Trout Zoo, Newsletter Editor, Michael J. Gillen, Riverside Zoo, Secretary, Kathy Schaeffer, Pittsburgh Zoo & PPG Aquarium, Treasurer. The nominations were open to the floor for each board position individually. There were no further nominations. The nominations were closed.

Nominations for candidates for the 2008 – 2009 Nominating Committee were opened. The following were nominated: Mary Rosenberger, Denver Zoo; Al Notter, Little Rock Zoo; Stan Myers, Good Zoo at Oglebay; Betty Dunbar, Los Angeles Zoo; and Elizabeth Jacobs, San Antonio Zoo. There were no further nominations. The nominations were closed.

Nominations for the alternate candidate for the 2008-2009 Nominating Committee were opened. Tim Sutton, The Zoo Northwest Florida was nominated. There were no further nominations. The nominations were closed.

The election of the Executive Board for 2008 – 2009 was held. The nominations were closed earlier in the meeting. Each board position was read separately for a vote by acclamation. The 2008 – 2009 Executive Board will be: Robert Shaff, Seneca Park Zoo, Director – Extension; Michael J. Gillen, Riverside Zoo, Secretary; Jim Bartos, Columbus Zoo and Aquarium, Membership Chairman; Beverly Slaughter, Ellen Trout Zoo, Newsletter Editor; Rae Leah Sidwell, Omaha's Henry Doorly Zoo, Director – Public Relations; Mary Murphy, Philadelphia Zoo, Director-Conference Advisory; and Kathy Schaeffer, Pittsburgh Zoo & PPG Aquarium, Treasurer.

The election of the 2008 – 2009 Nominating Committee was held. The members of the Committee will be: Mary Rosenberger, Denver Zoo; Al Notter, Little Rock Zoo; Stan Myers, Good Zoo at Oglebay; Betty Dunbar, Los Angeles Zoo; and Elizabeth Jacobs, San Antonio Zoo. The alternate will be Tim Sutton, The Zoo Northwest Florida.

A motion was made to allow the Nominating Committee to elect their Chairperson. The delegates voted and it was approved by acclamation.

New Business

Michael Gillen introduced Kathy Schaeffer and Laurie Machen, from Pittsburgh Zoo and PPG Aquarium. They informed the Delegates that their conference will be held on August 27 through 29th, 2009. The Delegates meeting will be held on August 26th. They informed the delegates that information about the conference is located in the delegate's packet and will be in upcoming issues of *Symbiosis*.

Mary Anne Lefevre and Randi Knappenberger were introduced next. Mary Anne is a chairperson from Phoenix Zoo. She let everyone know that their Regional Conference will be on April 24th through the 26th 2009. She also informed the delegates that more information will be in the next issue of *Symbiosis* as well as a call for papers.

Michael Gillen, Board Chairperson, thanked the Education Grant Committee members for their service on the committee; Diane Cooney, Cameron Park Zoo; Janice Agler, Columbus Zoo and Aquarium; Debbie Harden, Cincinnati Zoo; Becky Poole, Cheyenne Mountain Zoo; and John White, Detroit Zoo. Diane has requested that Michael report to the Delegates the recipients of the 2007 and 2008 Education Grants. The recipients for the 2008 grants: Spanish for Sonoran Desert Interpretation, The Arizona-Sonora Desert Museum Docents; Zoo Kits and Conservation Action Specialists, The Sunset Zoo Docents and Bear Teen Inquiry Project, Chicago Zoological Society Volunteer Program. Additional information regarding these grants will be in the July 2008 issue of *Symbiosis*.

The board has also decided to award the three grants that were not awarded in 2007. The three zoos that received these grants are: Riverside Zoo, Nashville Zoo and Pittsburgh Zoo and PPG Aquarium. Additional information on these recipients will be in the following issue of *Symbiosis*.

Michael Gillen informed the delegates that the board decided to continue awarding two free annual memberships every month. Twenty-four memberships were awarded last year. The winners are posted on the website and in *Symbiosis*.

There was no other business.

There being no further business, the meeting was adjourned at 9:59 p. m.

Michael J Gillen
Secretary
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