

MACOMB COUNTY ZOO AUTHORITY  
MINUTES

At a meeting of the Macomb County Zoo Authority held on Tuesday, January 9, at 9:30 a.m. in the Macomb County Administration Building, 8<sup>th</sup> Floor Media Room, Mt. Clemens MI, the following members were in attendance:

Diane Banks	Marilyn Lane
Tom Kalkofen	James Sawyer
(via phone)	Stacy Ziarko

Others Present:

Hayley Murphey, CEO-DZS

De'Andre Matthews, Director of Diversity & Community Engagement-DZS

Amanda Hanlin, Chief of Staff-DZS

Marlene Beach-UHY

Victoria Marchione, Administrative Secretary, Office of the County Executive

There being quorum of the Authority present the meeting was called to order by James Sawyer at 9:30 a.m.

ADOPTION OF AGENDA

Motion to adopt agenda with the addition of discussing modifications to the Budget Revision Letter. This will be added as agenda item 8a under "other business" by Stacy Ziarko, supported by Marilyn Lane.

Roll Call Vote - **Ayes:** Sawyer, Banks, Ziarko, Lane **Nays:** 0

**MOTION CARRIED**

APPROVAL OF MINUTES – September 19, 2023

Motion by Stacy Ziarko, supported by Diane Banks.

Roll Call Vote - **Ayes:** Sawyer, Banks, Ziarko, Lane **Nays:** 0

**MOTION CARRIED**

PUBLIC PARTICIPATION

Open to the public 9:32 am - no members of the public present; closed at 9:32 am

UHY PRESENTATION

Marlene reviewed engagement letter. The 2022 Audit Report was never approved by the Authority. A final report needs to be sent and will be reviewed by Tom Kalkofen. Tom was asked to submit any changes to Vicki, which will be submitted to UHY. A final report will be submitted to the Authority for approval at our next meeting. Regarding the engagement letter, one issue is the increase in rates which will be added to this agenda indicating to accept the letter, we need to revise the budget. Marlene agreed to remove the technology fee as it was not part of the original rate schedule. Motion made to approve made by Diane Banks, supported by Stacy Ziarko. Roll Call Vote – **Ayes:** Sawyer, Banks, Ziarko, Lane, Kalkofen **Nays:** 0 **MOTION CARRIED**

#### PRESENTATION BY THE DETROIT ZOOLOGICAL SOCIETY

A recap of 2023 numbers, including revenue, attendance and membership. Strategic Plan Implementation discussed identifying four key commitments by the DZS: People, Animals, Environment and Resources. Update on campus planning, Discovery Trails (formerly Kid Zone) and the partnership with HCMA. De'Andre Matthews presented the current list of 2024 events, including Sunset at the Zoo on June 21! A minibus is used for education and Stacy indicated that the Chamber has 6-8 annual community events they can participate in.

#### OTHER BUSINESS

8a. Agenda item addition: Revise the Budget to match the engagement letter.

Motion to approve \$3000 fee contingent on it being in the schedule previously approved as part of the payment schedule by the county commissioners made by Marilyn Lane, supported by Diane Banks. Roll Call Vote – **Ayes:** Sawyer, Banks, Ziarko, Lane, Kalkofen **Nays:** 0

**MOTION CARRIES**

Next meeting scheduled for April 30, 2024 at **10:00 am** in the Macomb County Administration Building.

#### ADJOURNMENT

Motion to adjourn at 10:13 am made by Marilyn Lane, supported by Stacy Ziarko. Roll Call Vote – **Ayes:** Sawyer, Banks, Ziarko, Lane, Kalkofen **Nays:** 0 **MOTION CARRIES**