

Audubon Commission Minutes

January 19, 2017

A meeting of the Audubon Commission was called to order on Thursday, January 19, 2017 at 4:00 p.m. in the Presidents' Room at the Audubon Zoo by President Duncan.

Attending were: Linda Baum, Storey Charbonnet, Kelly Duncan, Frances Fayard, Deborah Harkins, Catherine Morrell, Beth Lambert, Christopher Meeks, Pamela Ryan, Ravi Sangisetty, Charles Teamer, Tom Watson, Brent Wood

Excused were: Gayle Benson, Boysie Bollinger, Angus Cooper, Danny Conwill, Leila Eames, Ashley Francis, Bruce Hoefler, Olivia Manning, Field Ogden, Carol Wise. Also attending: Henry Kinney, legal counsel.

President Duncan opened the meeting. The minutes of the October 20, 2016 meeting were unanimously accepted as distributed. Mr. Duncan welcomed the public in attendance and asked if anyone wanted to speak and they declined.

Nominating Committee Report

Beth Lambert, Nominating Committee Chair, reported that the Nominating Committee met and unanimously recommends the following slate for officers in 2017: President – Kelly Duncan, 1st Vice President – Danny Conwill, 2nd Vice President – Boysie Bollinger, Secretary – Linda Baum, Treasurer - Brent Wood, Immediate Past President – vacant.

Mr. Charbonnet seconded the motion and it carried unanimously. Ms. Lambert further reported that Rashida Ferdinand has resigned from the Commission and it is the unanimous recommendation of the Nominating Committee that Ludovico Feoli fill the unexpired term. Mr. Meeks seconded the motion and it carried unanimously.

Finance Report

Ms. Conkerton, EVP and CAO reviewed the November 2016 Operating Budget:
November Operating Budget (in thousands)

NOVEMBER YTD 2016 - FINANCIAL DASHBOARD (AMOUNTS IN THOUSANDS)						
NET OPERATING RESULTS BY FACILITY:						
FACILITY	ACTUAL 2016	BUDGET 2016	BUDGET VARIANCE	ACTUAL 2015	PRIOR YEAR VARIANCE	ANNUAL BUDGET 2016
Aquarium/EGST	7,544	7,189	355	6,635	909	6,310
Zoo & Park	(4,425)	(3,527)	(898)	(3,145)	(1,280)	(4,879)
Butterfly Garden & Insectarium	408	149	259	138	270	23
FMASSC	(850)	(936)	86	(779)	(71)	(900)
Louisiana Nature Center	0	(67)	67	0	0	(100)
	\$2,677	\$2,808	(\$131)	\$2,849	(\$172)	\$454
Excludes capital revenues and expenses.						

Staff Reports

Mr. Kurtz, Sr. EVP and Chief of Staff reported that a motion was needed authorizing the President of the Commission or the President and CEO of Audubon Nature Institute to sign a contract with the lowest responsible bidder for reconstruction to repair fire damage caused by a fire at Audubon Golf Course cart shed. Construction package will go out to bid soon with a cost estimate of \$261,000. Costs to be covered by an insurance claim. (Harkins/Baum /Unanimous)

Ms. Conkerton reported that a resolution was needed stating that the Audubon Commission attests that the Louisiana Compliance Questionnaire for Audit Engagements of Government Agencies was presented to and adopted by the governing body, by request of Louisiana Legislative Auditor, Daryl G. Pupera, CPA, CFE. (Watson/Meeks/Unanimous)

Ms. Conkerton further reported that a motion was needed authorizing the President and Secretary of the Audubon Commission to have authority to execute and update as needed the bank authority documents for Audubon Nature Institute, Inc. (Lambert/Fayard/Unanimous)

Ms. Conkerton further reported that a motion was needed authorizing the President of the Commission to sign an audit engagement letter with LaPorte CPAs & Business Advisors to complete the yearly internal audit. (Watson/Teamer/Unanimous)

Ms. Conkerton further reported that a motion was needed authorizing the President of the Commission to sign the updated Financial Resource Management Policy. The policy establishes guidelines to ensure that proper procedures and controls exist to promote the responsible management of assets. (Ryan/Morrell/Unanimous)

Ms. Conkerton further reported that a motion was needed authorizing the President of the Commission or the President and CEO of Audubon Nature Institute to sign a contract with the lowest responsible bidder for uniform supply services. Contract duration is three years and valued at \$200,000 with a roll over option of two years, total value not to exceed \$350,000 over 5 years. (Baum/Charbonnet/Unanimous)

Ms. Conkerton further reported that a motion was needed authorizing the President of the Commission or the President and CEO of Audubon Nature Institute to sign a contract with the lowest responsible bidder for Jaguar Jungle Exhibitory package going out to bid soon with a cost estimate of \$312,000. Bid package includes directional signage, theming and interactive educational exhibitory for Jaguar Jungle. (Harkins/Meeks/Unanimous)

Ms. Conkerton further reported that a motion was needed authorizing the President of the Commission or the President and CEO of Audubon Nature Institute to sign a contract with the lowest responsible bidder for Jaguar Jungle Rockwork package going out to bid soon with a cost estimate of \$85,000. Mayan themed rockwork for new buildings in Jaguar Jungle. (Ryan/Morrell/Unanimous)

Ms. Conkerton further reported that a motion was needed authorizing the President of the Commission or the President and CEO of Audubon Nature Institute to sign a contract with Soloman Group in the amount of \$533,790 for Nature Center interpretative exhibitory and signage. The Nature Center Interpretive Exhibitory and Signage package were approved to go out to bid at the November 10, 2016, Commission Executive Committee meeting. Solomon Group came in as the lowest responsible bidder. (Charbonnet/Wood/Unanimous)

Mr. Jason Recher, Managing Director of Westbank Facilities, reported that a motion was needed authorizing the President of the Commission or the President and CEO of Audubon Nature Institute to sign a contract with

the Louisiana Department of Wildlife and Fisheries to continue the development of the Gulf for United Lasting Fisheries (G.U.L.F.) Certification starting in 2017. (Sangisetty/Watson/Unanimous)

Mr. Recher further reported that a motion was needed authorizing the President of the Commission or the President and CEO of Audubon Nature Institute to sign a contract with the Louisiana Department of Wildlife and Fisheries to continue the Geaux Fish! Exhibit at the Audubon Aquarium. (Ryan/Meeks/Unanimous)

Mr. Recher further reported that a motion was needed authorizing the President of the Commission or the President and CEO of Audubon Nature Institute to sign a memorandum of understanding with Global Trust, to finish work started on the Louisiana oyster certification in 2016 by June 2017. (Morrell/Charbonnet/Unanimous)

Mr. Forman reported that two public meetings have been held at the Aquarium to gather public input on the future of the Aquarium. Audubon hopes to have conceptual architect drawings to show to the public at the next meeting. Mr. Forman further reported that city leaders are looking at ways to redo the riverfront connecting Woldenberg Park, Spanish Plaza and the Ferry landing creating more green space.

Ms. Lindsay Ezell, Assistant Curator of Animal Ambassadors, presented a 19-year-old female Serval Cat for the board members. She informed the board members how "Chobe" has become an animal ambassador that guests can get up close with and learn about the importance of saving species.

There being no further business, the meeting adjourned at 1:15 p.m.

Linda G. Baum
Secretary