

AGENDA

Potter Park Zoo Board

1301 S. Pennsylvania Avenue ~ Lansing, MI 48912
Telephone: 517.342.2776; Fax: 517.316.3894

The packet is available on-line by going to www.ingham.org, choosing the "Monthly Calendar" and click on Wednesday, December 10, 2014.

Wednesday, December 10, 2014

at 5:45 pm

POTTER PARK ZOO BOARD MEETING

**Potter Park Zoo, Education Building,
1301 S. Pennsylvania Ave., Lansing, Michigan**

1. **Call to Order**
2. **Approval of Minutes**
Minutes of November 5, 2014 will be considered
3. **Limited Public Comment – Limited to 3 minutes with no discussion**
4. **Late Items/Deletions/Consent Items**
5. **OLD BUSINESS**
 - A. Moose Exhibit Update
 - B. Hospital Update
 - C. Strategic Planning Update
6. **DIRECTOR AND FINANCIAL REPORTS**
 - A. Zoo Director's Report – Sherrie Graham (documentation will be provided at the meeting)
 - B. Financial Report – Andrew Wingeier
7. **Board Comments**
8. **Limited Public Comment - Limited to 3 minutes with no discussion**
9. **Informational Items**
 - A. Thank You Letters
10. **Upcoming Meeting**
 - A. Zoo Board Meeting on **January 14, 2015** at the Potter Park Zoo, Education Building.
11. **Adjournment**

Official minutes are stored and available for inspection at the address noted at the top of this agenda. The Potter Park Zoo will provide necessary reasonable auxiliary aids and services, such as interpreters for the hearing impaired and audio tapes of printed materials being considered at the meeting for the visually impaired, for individuals with disabilities at the meeting upon five (5) working days' notice to the Potter Park Zoo. Individuals with disabilities requiring auxiliary aids or services should contact Potter Park Zoo by writing to the Potter Park Zoo, 1301 S. Pennsylvania Ave., Lansing, MI 48912 or by calling 517.342.2776.

**“DRAFT” MINUTES OF THE MEETING
INGHAM COUNTY POTTER PARK ZOO BOARD
1301 S. Pennsylvania Avenue, Lansing, MI 48912
November 5, 2014**

The Ingham County Potter Park Zoo Advisory Board held a regularly scheduled meeting at the Potter Park Zoo, 1301 S. Pennsylvania Ave., Education Bldg./Coral Reef Room, Lansing, Michigan

BOARD MEMBERS

PRESENT: Commissioner Nolan, Chair Groen, George Berghorn, Ralph Hansen, Kyle Binkley, Mary Leys, & Dr. Snider

ABSENT: Commissioner Tsernoglou, Rick Kibbey, Aaron Davis, Jennifer Flood, & Monica List

ALSO PRESENT: Sherrie Graham, Zoo Director; Teresa Masseur, Recording Secretary; Andrew Wingeier, Finance Director;

CALL TO ORDER Chair John Groen called the regular meeting of the Ingham County Zoo Advisory Board to order at 6:01 pm.

MINUTES: Moved by Dr. Snider to approve and supported by Mr. Hansen to approve the October 8, 2014 minutes of the regular meeting as written, **Yes-7; No-0; MOTION CARRIED.**

LIMITED PUBLIC COMMENT

None

LATE ITEMS/DELETIONS/CONSENT ITEMS

None

NEW BUSINESS

None

OLD BUSINESS**Moose Exhibit Update**

Mrs. Graham said they have the money appropriated and the City wants some site work done to comply with the Malcom Report which could cost \$2-300,000. They also sent a proposal to the Glassen Foundation for \$200,000 and have made it through the first round. The bats are gone now and could be moving forward, but we are waiting on the City.

Hospital Financials

Mrs. Graham stated there's nothing more to report, but the next step is to be taken with the Assistant Dean Dr. Bill Horn.

Strategic Planning Update

Chair Groen said the steering committee met last week after the small groups have concluded and are now getting ready to meet with the larger groups. We may be using an outside facilitator to work with that group.

Review and Acceptance of County/Society Contract

**RESOLUTION AUTHORIZING A CONTRACT WITH THE POTTER PARK ZOOLOGICAL
SOCIETY FOR SERVICES AT THE POTTER PARK ZOO
RESOLUTION #14-16**

WHEREAS, the electorate of Ingham County approved the millage to fund the operation and improvement of Potter Park and the Potter Park Zoo; and

WHEREAS, the Potter Park Zoological Society, a 501(c)(3) organization including staff and volunteers, has demonstrated sound fiscal responsibility and raised the quality and success of public relations, marketing and educational programs, all while fostering team partnership with, and providing additional assistance to Ingham County to achieve a Zoo experience that meets the goals of both parties; and

WHEREAS, the Potter Park Zoological Society and the County wish to enter into an agreement; and

WHEREAS, the Potter Park Zoological Society is able to provide services at the Zoo to operate and maintain all food concessions, pony rides, camel rides, education programs, enrichment programs, volunteer and docent activities, special events, communications, public relations and fundraising, web and press releases, souvenir operations, and certain facility rentals; and

WHEREAS, the County and Potter Park Zoological Society shall continue to employ a mutually agreed upon Zoo Director in process that will be formalized through the proposed contract between the Ingham County Board of Commissioners and the Potter Park Zoological Society; and

WHEREAS, the Zoo Director will continue the operational and supervisory duties currently held and will represent the Zoo at the necessary Potter Park Zoo Board and Liaison Committee meetings of the Board of Commissioners; and

WHEREAS, The County Controller or his or her designee shall recommend annual funding to the Potter Park Zoological Society at any time, after January 1st of each year the contract is in effect. Final approval, the amount and distribution for such funding shall occur pursuant to the County's budget approval process on or about October of each year, which requires the County's Board of Commissioners' approval. Payment to the society shall occur in an amount determined by the Board of Commissioners.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes a contract with the Potter Park Zoological Society for services at the Potter Park Zoo, under mutually agreeable terms and conditions to both parties, effective upon execution of the contract, for a 5 year term, unless terminated earlier,

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the County Attorney to prepare the necessary documents.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign any necessary documents consistent with this resolution after approval as to form by the County Attorney

Moved by Mr. Hansen and Supported by Commissioner Nolan that resolution #14-16 be approved. (Yes-7; No-0). MOTION CARRIED.

Mrs. Graham said the contract had expired and they are expanding the relationship and all functions of the zoo operations are under one management.

ZOO DIRECTORS REPORT

Mrs. Graham said the pavilion needed more money as it needed more boards. We've gotten a new male Arctic fox from the Michigan Humane Society. Boo at the Zoo was fabulous. Wonderland of Lights is coming up soon. There will be a Wine and Stein at Christmas time. The new Raven Exhibit will be done in a couple of weeks.

FINANCIAL REPORTS

Mr. Wingeier spoke about Item A: the animal care budget is up due to the large purchases of medication and food required. Item B: salaries and wages are up as security has increased coverage compared to last year. Item C: Salaries & Wages Seasonal and again security has increased coverage compared to last year. Item D: Benefits have increased due to cost of rising health insurance. Item E: Utilities are paid on the county P-Card and the invoices are recorded on a cash basis at the County level. Item F: IT Support Expense has been a major expense which maintains the county network. Item G: Capital Outlay spending is up this year compared to last year. He also talked about admissions on page 5; as there has been large increase due to the attendance of Boo at the Zoo. AZA sends out a report and no one has had growth like this.

BOARD COMMENTS

Mr. Hansen stated he is now the Society President and said he does welcome the opportunity to serve on the Board and is eager to learn more about everything at the zoo and its governance.

Dr. Snider said he will be done next month according to the letter he received from the County.

Commissioner Nolan said he can serve however long he would like and will check with Becky Bennett.

Mrs. Graham said that the Adopt a Tree has started now, so anyone interested please contact them.

LIMITED PUBLIC COMMENT

None

ADJOURNMENT

Being no further business, the meeting was adjourned at 6:43 pm.

Teresa Masseur
Recording Secretary

POTTER PARK ZOO

FINANCIAL REPORT

FOR THE MONTH OF
NOVEMBER 2014

Included:

November Financial Report (Preliminary)
November Year to Date Comparison Report (Preliminary)
November Attendance Report

Reference Page

- Ⓐ **Animal Care:** Annualized amount approximately \$230,000. Several large purchases of medication and food were required to be ordered upon the departure of the former Animal Veterinarian.
- Ⓑ **Admission/Parking Revenue:** Since the upgrade to MUNIS, the Zoo has been unable to post Admission and Parking Revenue to the General Ledger. I am working with Chief Deputy Treasurer Desiree Kirkland to remedy the problem.
- Ⓒ **Salaries & Wages - Full Time:** Full time Security has increased coverage compared to last year and the allocation of the cost of the Facilities Director and Manager increased.
- Ⓓ **Salaries & Wages - Seasonal:** Seasonal Security has increased coverage compared to last year.
- Ⓔ **Utilities:** Utilities are being paid on a county P-Card this year as opposed to checks. Since invoices are recorded on a cash basis at the county level, it has created large fluctuations between this year and the last.
- Ⓕ **IT Support Expense:** There have been major expenses to maintain the county network as a whole, which are spread to all departments based on their number of users.
- Ⓖ **Capital Outlay:** Although spending is significantly up this year compared to the last, the Capital Improvements budget is minimally utilized as of the end of November .

**POTTER PARK ZOO
REMAINING BUDGET REPORT
FOR YTD ENDING NOVEMBER 2014
PRELIMINARY**

	2014 BUDGET	PRELIMINARY NOVEMBER 2014 YTD ACTUAL	BUDGET REMAINING	% UTILIZED
REVENUES:				
Property Tax Revenues	\$ 2,639,996	\$ 2,681,314	\$ (41,318)	
Admission Revenues	536,593	480,835	55,758	
Parking Lot Revenues	199,962	163,614	36,348	
Interactive Site Revenues	17,441	24,503	(7,062)	
Interest Income	15,000	13,053	1,947	
Other Revenues	43,939	46,429	(2,490)	
TOTAL REVENUES	\$ 3,452,931	\$ 3,409,749	\$ 43,182	98.7%
EXPENSES:				
Personnel Services				
Salaries & Wages - Full Time	\$ 1,071,133	\$ 951,666	\$ 119,467	
Salaries & Wages - Seasonal	317,574	374,113	(56,539)	
Benefits	525,078	488,007	37,071	
Total Personnel Services	1,913,785	1,813,787	99,998	94.8%
Controllable Expense				
Supplies	137,494	116,699	20,795	
Animal Care	206,000	Ⓐ 211,381	(5,381)	
Purchased Services	587,800	543,012	44,788	
Utilities	28,900	13,301	15,599	
Rentals & Leases	3,000	1,097	1,903	
Other Expenses	66,481	64,872	1,609	
Total Controllable Expense	1,029,675	950,361	79,314	92.3%
Non-Controllable Expense				
Utilities	188,000	201,394	(13,394)	
Insurance	39,121	21,077	18,044	
IT Support Expense	70,886	38,511	32,375	
Other Expenses	464	436	28	
Total Non-Controllable Expense	298,471	261,419	37,052	87.6%
TOTAL EXPENSES BEFORE CAPITAL	3,241,931	3,025,567	216,364	93.3%
Capital Outlay				
Capital Improvements	211,000	222,819	(11,819)	
Machinery & Equipment	-	7,011	(7,011)	
Total Capital Outlay	211,000	229,830	(18,830)	
TOTAL EXPENSES	\$ 3,452,931	\$ 3,255,397	\$ 197,534	
TOTAL CHANGE IN FUND BALANCE	\$ -	\$ 154,352	\$ (154,352)	

**POTTER PARK ZOO
ACTUAL VS PRIOR YEAR REPORT
FOR YTD ENDING NOVEMBER 2014
PRELIMINARY**

	<u>NOVEMBER 2014 YTD ACTUAL</u>	<u>NOVEMBER 2013 YTD ACTUAL</u>	<u>BETTER (WORSE) THAN PRIOR YEAR</u>	<u>% VARIANCE</u>
REVENUES:				
Property Tax Revenues	\$ 2,681,314	\$ 2,683,893	\$ (2,579)	
Admission Revenues	480,835	498,701	(17,866)	} (B)
Parking Lot Revenues	163,614	188,377	(24,763)	
Interactive Site Revenues	24,503	22,781	1,722	
Interest Income	13,053	7,768	5,285	
Other Revenues	46,429	40,095	6,334	
TOTAL REVENUES	\$ 3,409,749	\$ 3,441,615	\$ (31,867)	-0.9%
EXPENSES:				
Personnel Services				
Salaries & Wages - Full Time	\$ 951,666	\$ 909,401	\$ (42,265) (C)	
Salaries & Wages - Seasonal	374,113	341,311	(32,802) (D)	
Benefits	488,007	478,073	(9,934)	
Total Personnel Services	1,813,787	1,728,785	(85,002)	4.9%
Controllable Expense				
Supplies	116,699	106,708	(9,991)	
Animal Care	211,381	223,923	12,542	
Purchased Services	543,012	543,629	618	
Utilities	13,301	20,170	6,869	
Rentals & Leases	1,097	2,833	1,736	
Other Expenses	64,872	71,953	7,081	
Total Controllable Expense	950,361	969,216	18,855	-1.9%
Non-Controllable Expense				
Utilities	201,394	172,212	(29,182) (E)	
Insurance	21,077	22,402	1,325	
IT Support Expense	38,511	21,951	(16,560) (F)	
Other Expenses	436	458	21	
Total Non-Controllable Expense	261,419	217,023	(44,396)	20.5%
TOTAL EXPENSES BEFORE CAPITAL	3,025,567	2,915,024	(110,543)	3.8%
Capital Outlay				
Capital Improvements	222,819	80,875	(141,944)	
Machinery & Equipment	7,011	12,841	5,830	
Total Capital Outlay	229,830	93,716	(136,114) (G)	145.2%
TOTAL EXPENSES	\$ 3,255,397	\$ 3,008,740	\$ (246,657)	8.2%
TOTAL CHANGE IN FUND BALANCE	\$ 154,352	\$ 432,876	\$ (278,524)	-64.3%

POTTER PARK ZOO
MONTHLY ATTENDANCE REPORT
FOR MONTH AND YTD ENDING NOVEMBER 2014

ADMISSION BY TYPE

<u>ADMISSION TYPE</u>	<u>CURRENT MONTH</u>			<u>YEAR-TO-DATE</u>		
	<u>2014 COUNT</u>	<u>2013 COUNT</u>	<u>BETTER (WORSE) THAN PY</u>	<u>2014 COUNT</u>	<u>2013 COUNT</u>	<u>BETTER (WORSE) THAN PY</u>
CHILDREN	-	516	(516)	29,268	28,930	338
CHILDREN-UNDER 3	119	138	(19)	15,250	14,777	473
CHILDREN-OFF-SEASON	212	-	212	1,027	1,407	(380)
ADULT RESIDENT	-	-	-	28,200	27,834	366
ADULT NON-RESIDENT	-	-	-	21,451	21,845	(394)
ADULT OFF-SEASON	599	996	(397)	2,978	4,862	(1,884)
SENIOR RESIDENT	-	-	-	2,619	2,442	177
SENIOR NON-RESIDENT	-	-	-	3,160	3,165	(5)
SPECIAL EVENTS	1,604	-	1,604	29,217	16,172	13,045
PPZ ZOO MEMBERS	274	341	(67)	18,354	17,930	424
SHARED ZOO MEMBERS	24	19	5	6,304	6,424	(120)
GROUPS	-	1,231	(1,231)	14,479	14,204	275
MONDAY PROGRAM	-	-	-	4,372	4,422	(50)
OTHER	-	-	-	338	604	(266)
TOTAL	2,832	3,241	(409)	177,017	165,018	11,999
INCREASE (DECREASE) FROM PRIOR YEAR			-12.6%			7.3%



Samantha
Potter Park Zoological Society
1301 S. Pennsylvania Ave.
Lansing, MI 0

Dear Samantha,

It is with sincere gratitude that I write this letter of thanks for your generous contribution of a family membership, valued at \$60.00, to benefit Howell Nature Center's "A Wild Wonderful Night" on October 30, 2014. This letter serves as an acknowledgement and receipt of your donation.

Your support helped make the event a success before the first guest entered the venue: businesses and individuals donated more than \$22,000 in goods and services, contributing to a record total of over \$53,000 raised that night!

This year, your contribution helped our Wildlife Education and Rehabilitation Program

- care for over 2300 injured and orphaned wild animals
- feed and maintain enclosures for the more than 60 permanently-injured residents of Wild Wonders Wildlife Park, Livingston County's only zoo
- teach nearly 60,000 visitors how to live in harmony with nature

and so much more.

Our programs are making a very positive change for our natural world.

Plans for next year's "A Wild Wonderful Night" have already begun, and we welcome your advice for improving all aspects of the event. Please contact me if you have advice you wish to share, or if you're interested in becoming more involved in the planning and execution of this fundraiser.

With hope that you will continue to Heal, Grow, and Be Wild with us,

April Gasbarre

Marketing & Development Coordinator

and all the members of the Wild Wonderful Night Planning Committee

Heal. Grow. Be Wild.



Manpower, Inc. of SE Michigan

231 Little Lake Drive
Ann Arbor, MI • 734-665-3757

1122 South Telegraph Road
Monroe, MI • 734-241-2040

www.manpowermi.com

November 7, 2014

Dear 2014 Supporter of Making Strides,

On behalf of Manpower, Inc. of Southeastern Michigan and the American Cancer Society, we would like to thank you for your donation and support of Making Strides Against Breast Cancer. When you support the American Cancer Society, you are helping create a world with less breast cancer and more birthdays.

October 2014 marked Manpower's sixth consecutive year as a flagship sponsor for the American Cancer Society's Making Strides Against Breast Cancer event. As a locally-owned and operated organization deeply rooted in Southeastern Michigan, we take pride in giving back to the community we serve. This commitment to making a difference in our community enabled us to raise over \$10,000 for the 2014 Making Strides season!

Thank you again for your support in our efforts and making a difference in the fight against breast cancer. We look forward to your support again next year!

If you have any questions, comments or would like to know how you can be more involved in the 2014 Making Strides campaign, please do not hesitate to contact us at 734-665-3757.

Kind regards,

Anne Ramsey, Annie Edmunson, Christine Okler, Holly Macomber, Kelly Cooke, Meghan Hessler, Robin Long, Suzie Helm, and Wendy Willford

Manpower's 2014 Team Leaders



Saint Mary, Star of the Sea School

"Building a Community of Scholars"

116 East Wesley Street

Jackson, Michigan 49201

(517) 784-8811 + FAX (517) 788-3425

November 11, 2014

Potter Park Zoo

Dear Sir or Madam,

On behalf of St. Mary Star of the Sea Catholic School Parent School Association, we would like to thank you for your extremely generous donation of a one-year Family Zoo Membership which will be used in our raffle at our annual Family Fun Day event on January 31, 2015.

With the generous support of people like you, we will be able to continue to provide a strong Catholic foundation for generations to come. For more information on the St. Mary Star of the Sea Catholic Elementary we invite you to visit our website at <http://www.jcsstmary.org/>.

Thank you again, and we look forward to your continued support.

Go Celts!

Sincerely,

Rachel Kimalat
PSA President

DONATION RECEIPT: The individual, business or corporation listed above received no goods or services in exchange for this contribution.

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DRM Genesis Home Healthcare

MARION OWEN

Tri-County Office on Aging

ELLEN SULLIVAN

Community Volunteer



11/12/2014

Sherry Graham
Interim Zoo Director
Potter Park Zoo
1301 S. Pennsylvania
Lansing, MI 48910

Dear Sherry Graham,

On behalf of the Tri-County Office on Aging, please accept our sincere gratitude for your auction item donation for our 29th Dinner and Auction held on November 6th.

We are pleased thanks to your generous donation, we were able to raise over \$52,000 in net proceeds. The money raised benefits Meals on Wheels and funds our mission to promote and preserve the independence and dignity of the aging population.

Next year will be our 30th Dinner and Auction we hope you will continue to support us by donating a wonderful auction item.

There are so many worthwhile charitable causes to choose from we are truly grateful for your choice to support our annual Dinner and Auction. Please find an event program enclosed.

Please feel free to contact Vaughn Thompson at Tri-County Office on Aging at thompsonv@tcoa.org or call 517-887-1377 if you have any questions.

Sincerely,

Marion T. Owen
Executive Director

5303 S. Cedar St., Suite 1, Lansing, MI 48911
www.tcoa.org

Lakeshore
Museum
Center



430 W. Clay Ave.
Muskegon, MI 49440
PH **231.722.0278**
FX 231.728.4119
LakeshoreMuseum.org

Hackley & Hume
Historic Site
484 W. Webster Ave.

Fire Barn Museum
510 W. Clay Ave.

Scolnik House
of the Depression Era
504 W. Clay Ave.

Mercantile
430 W. Clay Ave.

October 15, 2014

Ms. Samantha Friedlander
Potter Park Zoological Society
1301 S. Pennsylvania
Lansing MI 48912

Dear Ms. Friedlander,

The 2014 Lumber Barons' Ball is now behind us and I would like to thank you for your generous donation for the silent auction. It was a well attended and successful event. The proceeds of the ball will support the education programs and exhibits of the Lakeshore Museum Center.

Thank you again for your support through your donation of Zoo Membership. For tax purposes, the value of your donation is \$60.

During the month of October, admission is free for all visitors of our Hackley & Hume Historic Site. Tours are offered Wednesdays through Sundays from Noon to 4 pm. The final day for the tours is October 26.

Sincerely,

Joni Dorsett
Communications Director

Thank you!



October 21, 2014

Potter Park Zoo
Attn: Samantha Riedlander
1301 S. Pennsylvania Ave.
Lansing, MI 48912



Red Nose Ruckus!

Dear Samantha,

We are writing today to thank you for your In Kind gift to the annual fundraiser The Jackson National Life Insurance Company **Red Nose Ruckus!** 2014, to be held on Friday, December 12, 2014 at the Eagle Eye Banquet Center in Bath, Michigan. Your generous In Kind donation of a one year family membership will help the event to raise crucial funds that will directly benefit Angel House and the many other vital programs of Child and Family Charities.

As you may know, Our agency provides child welfare, behavioral health, juvenile justice, residential, prevention and advocacy programs for children, youth and families. **Our programs include the following:** Foster Care, Adoption Placement & Post Adoption Support Services, Mental Health Counseling, Teen Substance Abuse Treatment, Adolescent Screening and Assessment Services, Teen Court—a peer-guided diversion program for first-time youth offenders, Truancy Reduction, Angel House—residential program for pregnant and parenting teens and their babies, Child Abuse Prevention Services (CAPS)—providing respite child care, parenting education, and family growth outreach services and introducing our newest division, Gateway Homeless and Runaway Youth Services.

We are grateful for your support of Child and Family Charities and Angel House. Your partnership truly makes a difference in the lives of abused, neglected and at risk children and youth living in mid-Michigan. Your event tickets are included. Because Child and Family Charities is a nonprofit organization, this contribution is tax deductible to the extent allowable by law.

Because Child and Family Charities is a nonprofit organization, this contribution is tax deductible to the extent allowable by law.

Sincerely,

Tim Barron
Chair, **Red Nose Ruckus!**

Tamara Langham
Co-Chair, **Red Nose Ruckus!**

Child and Family Charities is a 501(c)(3) nonprofit charity. Your contribution is tax deductible to the extent allowed by the law. No goods or services were provided in exchange for this donation.



Michigan Adaptive Sports

4301 Orchard Lake Rd Ste 180/B200

West Bloomfield, MI 48323

www.michiganadaptivesports.com

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We just want to thank you for your generous donation to Michigan Adaptive Sports. Our Bowl-a-thon was a great success. The enclosed card will show you some of our participants having fun. I have also included a letter from our bowling alley which will allow you or your staff to have a free bowling party. That is their contribution to our event. I hope that you will consider us again next year as we hope to make this an annual event.

Sincerely,

Kathleen De Baker

Michigan Adaptive Sports

Kathleen De Baker Fundraiser Chair

23260 Harmon

St. Clair Shores, MI, 48080

michiganadaptivesports@aim.com

October 2014

Sherrie Graham
Potter Park Zoological Society
1301 S. Penn. Ave
Lansing, MI 48912

Dear 2014 CGF Silent Auction Donor:

Thank you for your generous contribution to the 2014 AZA Conservation Grants Fund (CGF) Silent Auction held at Disney's Coronado Springs Convention Center during the AZA conference in Orlando, FL. We are grateful for your commitment to furthering the conservation efforts so vital to the Association of Zoos and Aquariums. More than 3,000 delegates from zoos and aquariums around the globe attended the conference had the opportunity to bid on the nearly 200 auction items that we received.

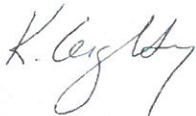
According to our records, the following item(s) were donated:

- Potter Park Zoo merchandise

Your donation is tax deductible based on the Fair Market Value as a charitable contribution and no goods or services were received in exchange for this donation. Please retain this letter as your official receipt for tax purposes. The AZA federal identification number is 55-0526930.

Again, thank you for your donation that supports AZA members and their critically important research, education, and conservation programs.

Sincerely,



Katie Leighty
2010 CGF Silent Auction Chair



Association of Zoos & Aquariums



MICHIGAN STATE
UNIVERSITY

November 21, 2014

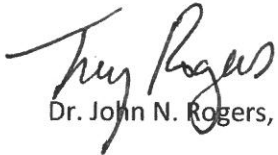
Cynthia Wagnor, Curator
Potter Park Zoo
1301 South Pennsylvania Avenur
Lansing, Michigan 48912

Dear Ms. Wagnor,

First and foremost, I hope this letter finds you well and in good health and spirits. Second, on behalf of myself, Thomas Green, Eric Chestnut and our class of 6 freshman at Michigan State University, thank you for your time and dedication to our Freshman Seminar Class, UGD 101 this Fall 2014 semester. While our class time has ended, I thought I would share some of the comments from their final assignment, "In 250 words or less - What did you learn?" All in all the comments reflect EXACTLY what I hoped they would get from this class. This is 100% due to you and the integral role you played during our class visit. You should feel proud, I know I am of each of you, as well as grateful for your efforts. Know you have influenced someone through your passion.

Have a wonderful Holiday Season.

Respectfully,


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What I Learned

This was not what I was expecting when I signed up for this class. I assumed we would be looking online at different job possibilities, not necessarily going out and experiencing it. I ended up learning so much more than I thought I would. What surprised me was that everywhere we went, even if it wasn't somewhere I would have picked to go myself, I found something that interested me. At the MSU dairy store I learned about the food sciences and food creation process, which was something I had never given any thought to, but it has stuck with me because I like to cook. I love animals but didn't think I was good enough at science to do anything at a zoo with them. But by going and hearing about all the different jobs there, I realized there might actually be something that I could be good at that could also combine with my passion for animals. After going to the Wharton Center and learning about the jobs as ushers, I am seriously considering applying, and without this class I wouldn't have known they hire people with all different majors. I now understand why it didn't matter where we went as a class because everywhere we went had one thing in common. Everyone we met had a passion for what they did and I could tell they were excited to be telling us about it. The biggest thing I learned from this class is that there are so many options out there for me and I need to find something I love doing as much as those people loved their jobs.

Seeing Things Differently

Before I got to college I had my mind made up that I wanted to be a Pediatrician. I've wanted to be a Pediatrician since I was 10 years old. I love children, and it's always been my dream to be surrounded by them every day for the rest of my life. As of now, I still want to be a Pediatrician don't get me wrong, but during these past 6 weeks of this Freshman Seminar, my mind has been opened up to new things. Going on the different field trips and exploring the different career opportunities made me think, "what if I changed my mind about what I wanted to do?" One of the trips we took was to the horse barn, and I love horses! I definitely would not mind working with them for the rest of my life. I think the trips we took opened up everyone's eyes, especially the ones who were undecided. Some people learned what they like and are interested in and some people learned what they dislike and what they are not interested in. Being a part of this seminar and listening to the hosts talk about their jobs made me see that there are other things out there, and that it is okay to change my major once or twice. I don't have to be confined to one thing, and even though I want to be a doctor, that is not the only thing that I have to focus on. I can broaden my horizon, go on more field trips, study abroad and volunteer to see what else is out there for me and what else I am interested in.

My take on this

Over the course of UGS 101 we saw several interesting places and quite a few interesting people. Some days interested me more than others, but they all shared one thing in common. We were meeting people. People who had skills, or ideas, or training. We saw the things that made them excited. The things they lived for and had spent years working to see grow and change. While they may be involved in their respective occupation to pay their bills, they are involved in that because that is what they are interested in and good at. In order to get where they were they had to work hard and push towards their goals. Even if they never once thought they would be in charge of training people to work with and take care of horses or assist in research with smashing atoms together, when they got that opportunity, they seized it. And they stayed there by working for it. I learned two things by watching these people show us their respective fields. Life can take you many places, and you have to be aware of when an opportunity comes, even if you never expected it, and to be ready to make use of that opportunity. Not just to move forward in the world, but to grow and change and adapt. I also learned to be honest, and that if one line in the V of geese flying south is longer, it's because there are more geese in that line.

What I Learned

When I arrived in your office on the first day of class and you told the class to write down places that we would want to go to, I was very confused. I had the impression that this class would be some typical two hour lecture that would be somewhat interesting, but provide nothing useful that I would be able to take away. I was so excited when I found out that we'd be going to the zoo, cyclotron, cider mill, and all the other cool places we went to. In most of the tours we went on, we were told how to do the job that our tour guide does. However, I did not come out of this class learning how to split an atom or run a zoo or a Broadway show. It took me a few weeks into this class to discover what the point of the class truly was, but it eventually clicked. I learned that there is a profession out there for everyone that you will love and look forward to doing every day. It may be something that you have to look outside of the box to discover, I'm sure that no one is born realizing that they want to run a Cider Mill or raise horses. Out of everything that I will learn in my classes my Freshman year, this will probably be the most important concept. I am still undecided in my major and am nowhere near ready to make a decision. I have always felt that one day my future will simply pop into my head and I will realize what I want to do in life, but that time is not now. I know my interests include sports and entertainment, speaking, calculating numbers, and children, but I do not know how to incorporate those things. While this class did not open me up to realizing what my major will be, it did help me realize that I shouldn't be afraid to go outside the box and do something that I truly enjoy as a profession. Thanks for giving me this unique opportunity.

Thank you
for donating
to Davisburgh
Elementary

Thank You!

The Davisburg Elementary School Parent-Teacher Connection (PTC) thanks you for the donation you made for our

Fall Festival, which was on Friday, October 24th. Your donation helped our school raise almost \$4000 that night! This money will be used to enrich the learning environment and programs for our students: new library books, technology lab updates, and small playground improvements.

We have asked the families of our school to support the local businesses, such as yourself, who so generously supported us.

Thank you again,

Davisburg Elementary PTC

THANK YOU FOR THE 1-YEAR
MEMBERSHIP!

Thank you!
 From the Most Holy Trinity school
 8th grade class

Brockley
 Owen
 Daniel
 Wyatt
 Nolan
 Ashlyr
 Preston
 Alyssa
 Kayla
 Jared
 Chad



21

Thank you for supporting the
 2014 Most Holy Trinity School
 Dinner Raffle and Auction Fundraiser.
 This event is the largest fundraiser for the school,
 and this was another successful year.
 The proceeds from this event are placed
 into the general operating budget for the school.
 Thank you for making a difference
 for the children of Most Holy Trinity School.
 A mass of thanksgiving will be offered for all supporters of the fundraiser.

Dear Potter Park Zoo,

We had another successful Art for Charlie auction this November, 2014. Thanks in part to your generous donation of the membership. We hope to work with you again next year. Thank you for your kindness.

Sincerely,

The Art for Charlie Foundation



Thank You!

Thank you Potter Park Zoo for your generous donation to the 40th Anniversary of the Michigan Endangered Species Act! Your donation creates a positive impact on the Nongame Wildlife Fund. By stretching out a helping hand to Michigan's threatened and endangered species, you have helped us move forward in wildlife conservation. Your contribution will be recognized at our event as well as being posted on our website!

Sincerely,
DNR Wildlife Division

Dear Samantha,

Thank you for your generosity

with your support

The Stargazer Gala was

Ryan C. A big success!! Joshua A
Emily Keegan Oraper Karyla P. Grover
Tylen H. Morgan Bryan Lucy H.
Lenore H. Hailey V/F.
Lewin Frances Owen Thomas
Finley Trevor Kobe
Ava Laura Leigh
Elie Catie Annie
Haleigh Andre Mason Mia
Ryan Kyleigh Faith Devon