

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, May 14, 2014.

Wednesday, May 14, 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 April 9, 2013 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
6. **NEW BUSINESS**
 - A. Resolution Authorizing a Contract with VJM Design and Build Corporation to Provide Asphalt Roof Replacement on Pavilion II at Potter Park
7. **DIRECTOR AND FINANCIAL REPORTS**
 - A. Zoo Director's Report – Sherrie Graham (documentation will be provided at the meeting)
 - B. Financial Report – Dan Halfmann (documentation will be provided at the meeting)
8. **Board Comments**
9. **Limited Public Comment** - *Limited to 3 minutes with no discussion*
10. **Informational Items**
 - A. Thank You Letters
 - B. USDA Report
 - C. Letter from the AZA Accreditation Commission (documentation will be provided at the meeting)
11. **Upcoming Meeting**
 - A. Zoo Board Meeting on **June 11, 2014** at the Potter Park Zoo, Education Building.
12. **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.

MINUTES OF THE MEETING
INGHAM COUNTY POTTER PARK ZOO BOARD
1301 S. Pennsylvania Avenue, Lansing, MI 48912
April 9, 2014

ITEM #2

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

BOARD MEMBERS

PRESENT: Commissioner Nolan, Commissioner Tsernoglou, Dr. Snider, Chair John Groen, Jennifer Flood, Kyle Binkley, George Berghorn, Monica List, Mary Leys, Rick Kibbey, & Kevin Feuka

ABSENT: Aaron Davis

ALSO PRESENT: Sherrie Graham, Zoo Director; Teresa Masseur, Recording Secretary; James Tissue, Director of Public Safety; Nicholas Wagner, Park Ranger; Jen Rostar, Events Coordinator; & Kevin Endres, Park Ranger

CALL TO ORDER Chair John Groen called the regular meeting of the Ingham County Zoo Advisory Board to order at 5:50 pm.

MINUTES: Moved by Commissioner Tsernoglou to approve and supported by Commissioner Nolan to approve the March 12, 2014 minutes of the regular meeting with the three corrections, **Yes-10; No-0; MOTION CARRIED.**

LIMITED PUBLIC COMMENT

None

LATE ITEMS/DELETIONS/CONSENT ITEMS

Commissioner Tsernoglou had requested to add two late items; Outside Park Area/Shelters and Open Meetings Concern to New Business.

Chair Groen said they will be added as new agenda items under New Business 6D and 6E. Moved by Mr. Feuka and supported by Mr. Berghorn to approve the New Business items, **(Yes-11; No-0); Motion Carried.**

INTRODUCTION OF NEW ZOO BOARD MEMBER, MONICA LIST

Chair Groen introduced the new Zoo Board Member, Monica List, and asked if she could introduce herself and tell them about her background.

Ms. List stated she is currently a Doctoral Student at MSU and is currently in her fourth year. She is in the Department of Philosophy studying Specializations in Animal Studies and Ecological Farming Systems. Before coming here, she was a veterinarian and currently still is one in Wildlife Medicine. She worked at a rehab and rescue center in Costa Rica and is from Costa Rica also. She is excited to be close to the zoo life in this capacity now.

The Zoo Board introduced them to Ms. List too.

OLD BUSINESS

Moose Exhibit Update

Mrs. Graham stated there is nothing new to report. The moose will be moved into the Oryx exhibit soon.

Hospital Financials

Mrs. Graham said there should be a first draft of the initial concept soon. She said she does not want to build anything new without incorporating potential rentable space. There will be an all-purpose room/classroom which is a nice space at the guest viewing area available for rent. There will be a necropsy room, more holding and quarantine space. She said the one thing she hears the most is where do we put this animal for 30 days. She said she spoke with Dean Brown and will receive the check in 3-4 days.

Strategic Planning

Chair Groen stated there will be stakeholder input in June and then a draft plan by August.

Mrs. Graham spoke at length about getting all of the staff to think about the same ideas without stifling them.

NEW BUSINESS

Resolution Honoring Park Ranger Nicholas Wagner
 RESOLUTION #14-05

WHEREAS, Nicholas Wagner began his employment as a Seasonal Park Ranger and his duties included patrolling the grounds, enforcing County rules and regulations, responding to calls of service, assisting outside agencies when needed, and along with being a training officer; and

WHEREAS, Park Ranger Wagner was promoted to the rank of Supervisor where he assisted in scheduling, reviewing department reports, maintaining daily logs, assisted with interviewing and hiring; and

WHEREAS, Park Ranger Wagner participated in several departmental trainings and also was certified in Autism Awareness and a Certified Taser Instructor making him a valuable asset to the department; and

WHEREAS, Park Ranger Wagner has resigned with notice from his current position for a full time position with the Ingham County Sheriff's Office-Corrections Division; and

THEREFORE BE IT RESOLVED, that the Potter Park Zoo Board hereby honors Park Ranger Nicholas Wagner for his years of dedicated service to the Potter Park Zoo.

BE IT FURTHER RESOLVED, that this resolution be presented to Park Ranger Nicholas Wagner as a token of this Board's appreciation for his outstanding service.

Moved by Commissioner Tsernoglou and Supported by Mr. Feuka that resolution #14-05 be approved. (Yes-11; No-0). MOTION CARRIED.

Mr. Tissue said this for Honoring Park Ranger Nicholas Wagner whom has been hired by the Ingham County Sheriff's Department in the jail and then he read the resolution.

Mrs. Graham said the issue with this group is they come to the zoo highly trained and well educated and they get their feet wet and then someone else scoops them up. She thanked Park Ranger Wagner for his service here at the zoo and how valuable he was.

Resolution Authorizing Shelter Fee Changes for Ingham County School Groups
 Resolution #14-03

WHEREAS, the Parks & Recreation Commission adopted a shelter waiver policy amendment (Parks Commission Resolution #21-10) for Ingham County Parks which included free shelters M-F for school groups at Potter Park; and

WHEREAS, the Potter Park Zoo would like to change the waiving of shelter fees for Ingham County school groups and charitable organizations for events held Monday through Friday at Potter Park; and

WHEREAS, a cost is associated with the amount of cleanup, supplies, and staff time involved with the shelter rental; and

WHEREAS, the recommended fees below supersede all previous resolutions relative to shelter waiver policies for Potter Park; and

WHEREAS, the shelter fees to be changed are as reflected below:

SHELTER FEES	Current Fees	Recommended Fees
60 Person	\$75	Same
80 Person	\$100	Same
300 Person	\$175	Same
Split	\$100 - ½ (150 Person)	Same
School Groups & charitable organizations	Free M-F	\$25 M-F

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the fee structure shown above for the Potter Park shelters.

BE IT FURTHER RESOLVED, the new shelter fee for school groups and charitable organization is effective upon the passage of this resolution.

Moved by Commissioner Nolan and Supported by Commissioner Tsernoglou that resolution #14-03 be approved. (Yes-11; No-0).
MOTION CARRIED.

Charitable Event Group Admission Rates

Mrs. Graham introduced Ms. Rostar as the Special Events Coordinator and they wanted to talk about how they have been dealing with a lot of charitable walks through the zoo and how they need to come up with some standards for the amount charged them. She has a lot of information from other zoos in regards to this issue.

Ms. Rostar stated she has contacted some other zoos and some are very similar to Potter Park Zoo and then some zoos don't do anything. She gave a handout to everyone. The top four which includes Binder Park Zoo and they are one year ahead of us and they did not use to charge anything. They said that they had asked them to come before the zoo opens and leave before the zoo opens. They are charged the full admission rate if they choose to come back in. Detroit zoo also utilizes the flat fee strategy. The next two Milwaukee and Jacksonville charge the host a flat fee for each particular guest that participates. Milwaukee only does eight walks and its first come first serve. Detroit and binder do not limit their walks during the season. Binder said that everyone did grumble a little at first, but after that everyone did come back. She also stated that there really was nothing she could tell addressing walks in the past. There is a strategy in place for the pavilion use and for a special event fee, but that applies for the outside of the zoo in just the park area. There was nothing that captures the use of the inside zoo that she could find for charging them for their entrance into the zoo.

Mrs. Graham said the parks dept. was waiving their admission for the zoo.

Commissioner Nolan said this came from a constituent of hers who has done the MS walk here for years. They are being charged \$700 for the pavilion and they were fine with that but then there was a \$2,000 charge and so the total was \$2,700. She wasn't aware of a flat fee for the zoo and thinks it didn't go through the process.

Mrs. Graham said they tried to make it affordable without charging them full price and make it easier for them to come into the zoo.

Discussion ensued.

Mr. Kibbey moved to have no more than two special events per month per season; have a report on scientific and social issues; have a decision by the June meeting; and take a position relative to the existing cost structure; and Mr. Berghorn second the motion.
Discussion ensued.

Commissioner Tsernoglou moved an amendment to separate the cost issue from the motion and no more than two per month and a report by the June meeting; Mr. Berghorn second the amendment (Yes-11; No-0). Motion carried.

Chair Groen moved a motion to do as we've always done, to waive the fees and Commissioner Nolan seconded; (Yes-11; No-0)
Motion carried.

Outside Area/Park Shelters

Commissioner Tsernoglou said the various members of the Parks Board had expressed concerns about how frequently is it maintained and are the park and shelters maintained to the standards.

Mrs. Graham stated the snow has just melted and they are maintained by Facilities and Maintenance at the park/zoo. She said they are being better maintained now.

Open Meetings Concern

Commissioner Tsernoglou stated there is concern about after hours when no one is at the front gate to let the public in, so this is violating the Open Meetings Act.

Mrs. Graham said she will have Public Safety located at the gate during the whole meeting or have the gate opened from 6-8pm and then the public can walk in at any time.

ZOO DIRECTORS REPORT

Mrs. Graham said there is a written report from her. She talked about the House Bill (HB) 5163 which is the Carnivore Legislation. It is still being written, but the lobbyists are not on the same page as the zoos. Her concern is how long the SSP allow Michigan zoos to keep the carnivores before they start sending them out of state. She showed the plans for the hospital and talked about the Mid-year Conference. Mrs. Wagner, curator, could not make it to the mid-year conference due to a death in her family, so Pat Fountain, keeper, went in her place. He sent her a really nice thank you. There will no longer be any ostriches at the zoo. One is leaving for Binder Park Zoo soon. She would like to participate in the "Quarters for Conservation" with the monies going to Snow leopard, Puerto Rican crested toads, and Black rhinos. This will be placed down by the Camel exhibit and then at the end of the season the monies will be sent to the organizations and counted by AZA as Potter Park Zoo's support of field research.

FINANCIAL REPORTS

Mr. Halfmann was absent, but the financial report is attached.

BOARD COMMENTS

Commissioner Nolan asked how much are the wishing wells are.

Mrs. Graham stated they are \$2,000.

Mr. Feuka asked to change the time on the meeting dates.

Mrs. Leys asked about the master gardeners.

Mrs. Graham said that this is going to be having lunch with Nancy from Saginaw Zoo and said how they are very successful with their program. She also wants to know how to keep it looking good through the season which is something we don't do very well.

Mr. Feuka asked who will be the point of contact when you are on vacation.

Mrs. Graham said it's me, but Cindy, Dan and Teresa can help with everything too.

LIMITED PUBLIC COMMENT

None

ADJOURNMENT

Being no further business, the meeting was adjourned at 7:43 pm.

Teresa Masseur
Recording Secretary

POTTER PARK ZOO BOARD

RESOLUTION AUTHORIZING A CONTRACT WITH VJM DESIGN AND BUILD CORPORATION TO PROVIDE ASPHALT ROOF REPLACEMENT ON PAVILION II AT POTTER PARK

RESOLUTION #14-03

WHEREAS, Pavilion II (also known as Tiger Den) was built in 1921, is the most heavily used shelter in Potter Park, and as a result of its age what the Facilities Department believes to be the original roof is deteriorating and in need of replacement; and

WHEREAS, after careful review of bids the Purchasing and Facilities Departments both agree that a contract be awarded to VJM Design and Build Corporation who submitted the lowest responsive and responsible bid to provide asphalt roof replacement on Pavilion II at Potter Park for a base cost of \$95,816.00; and

WHEREAS, there is no way to determine the condition of the deck or the structural condition of the deck and the Facilities Department is anticipating that all 6,400 square feet of it will need to be replaced at a cost of \$36,200.00; and

WHEREAS, this project will be completed for a total cost not to exceed \$132,016.00; and

WHEREAS, the approved CIP line item #258-69900-977000-1208Z for Zoo Pavilion II roof repairs currently has a balance of \$96,425.00; and

WHEREAS, the Facilities Department would like to request a line item transfer of \$30,000.00 from line item #258-69900-977000-1104Z which has a balance of \$30,000.00 for a Zoo admissions system and \$5,591.00 from line item # 258-69900-977000-1108Z which has a balance of \$25,000.00 for Zoo security cameras and wireless internet into the approved CIP line item #258-69900-977000-1208Z to bring the new available balance to \$132,016.00.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes entering into a contract with VJM Design and Build Corporation 1321 Bamford Road, Waterford, Michigan 48328 to provide asphalt roof replacement on Pavilion II at Potter Park for a cost not to exceed \$132,016.00.

BE IT FURTHER RESOLVED, the Controller is authorized to transfer \$30,000.00 from line item 258-69900-977000-1104Z and \$5,591.00 from line item 258-69900-977000-1108Z into line item 258-69900-977000-1208Z bringing the total balance to \$132,016.00 for the Pavilion II asphalt roof replacement.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners authorizes the Board Chairperson to sign any necessary documents that are consistent with this resolution and approved as to form by the County Attorney.

MEMORANDUM

TO: County Services and Finance Committees

FROM: Rick Terrill, Facilities Director

DATE: May 7, 2014

SUBJECT: **RESOLUTION AUTHORIZING A CONTRACT WITH VJM DESIGN AND BUILD CORPORATION TO PROVIDE ASPHALT ROOF REPLACEMENT ON PAVILION II AT POTTER PARK**

The resolution before you authorizes a contract with VJM Design and Build Corporation to provide asphalt roof replacement on Pavilion II, also known as Tiger Den, at Potter Park for a total cost not to exceed \$132,016.00.

The Pavilion II roof is old, deteriorated and in need of replacement. It was built in 1921 and to the best of our knowledge it is the original roof.

After careful review of the bids the Purchasing and Facilities Departments both agree that a contract be awarded to VJM Design and Build Corporation who submitted the lowest responsive and responsible bid to provide asphalt roof replacement on Pavilion II at Potter Park for a base cost of \$95,816.00.

There is no way to determine the condition of the deck or the structural condition of the deck, we are anticipating that all 6,400 square feet of it will need to be replaced, at a cost of \$36,200.00.

The Facilities Department would like to request two line item transfers, totaling \$35,591.00, into line item 258-69900-977000-1208Z:

- 1) \$30,000.00 from line item #258-69900-977000-1104Z which has a balance of \$30,000.00 for Zoo admissions system
- 2) \$5,591.00 from line item # 258-69900-977000-1108Z which has a balance of \$25,000.00 for Zoo security cameras and wireless internet

Funds for this project are available in the approved CIP line item #258-69900-977000-1208Z for Zoo Pavilion II asphalt roof repairs which currently has a balance of \$96,425.00. After the requested line item transfers the balance will be \$132,016.00.

I recommend approval of this resolution.



April 30, 2014

Potter Park Zoological Society
Sherrie Graham
1301 S Pennsylvania Ave
Lansing, MI 48912-1646

Dear Sherrie,

On behalf of the Girl Scouts Heart of Michigan, I would like to thank you for your gift of one year membership and zoo merchandise you valued at \$110, which we received on April 21, 2014.

Without the help of dedicated volunteers and donors like you, we would be unable to provide innovative programming that gives girls courage to discover new things about themselves; the confidence to connect to others, and the character necessary to take action to make the world a better place.

Thank you again for your generosity. You have truly made a difference.

Sincerely,

Liah VanSickle
Liah VanSickle
Regional Development Specialist

Your basket was awesome!

**Jackson
Regional Center**
4403 Francis St
Jackson, MI 49203
517-784-8543
517-784-9553 FAX

**Kalamazoo
Regional Center**
601 West Maple St
Kalamazoo, MI 49008
269-343-1516
269-492-1439 FAX

**Lansing
Regional Center**
1223 Turner St, Suite 200
Lansing, MI 48906
517-699-9400
517-699-9405 FAX

**Saginaw
Regional Center**
5470 Davis Rd
Saginaw, MI 48604
989-799-9565
989-799-1450 FAX

**Ypsilanti/Ann Arbor
Regional Center**
444 James L. Hart Parkway
Ypsilanti, MI 48197
734-714-5140
734-714-3037 FAX

2 May 2014

Potter Park Zoo
ATTN: Sherrie Graham
1301 S. Pennsylvania Ave.
Lansing, MI 48912

Dear Friend of EC3:

A million thanks to you for contributing an item to our Spring Auction, which was held last week (April 24th). The event was the best one for us yet, helping us to raise nearly \$35,000 for our general fund.

EC3 is a 501(c)(3) nonprofit organization that operates almost exclusively on family-paid tuition. Contributions such as yours are critical to sustaining EC3's high quality in both our program and our facility, and the value of your donation is tax-deductible.

Please accept my gratitude on behalf of the staff, Board of Directors, and families of EC3.

Sincerely,



Elisabeth Weston
Executive Director





St. Charles Borromeo Catholic School

79 Harrison Street, Coldwater, Michigan 49036
Telephone (517) 279-0404 + Fax (517) 278-0505
mescherb@scelementary.org
www.st-charles-coldwater.org

April 25, 2014

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

Dear Ms. Friedlander,

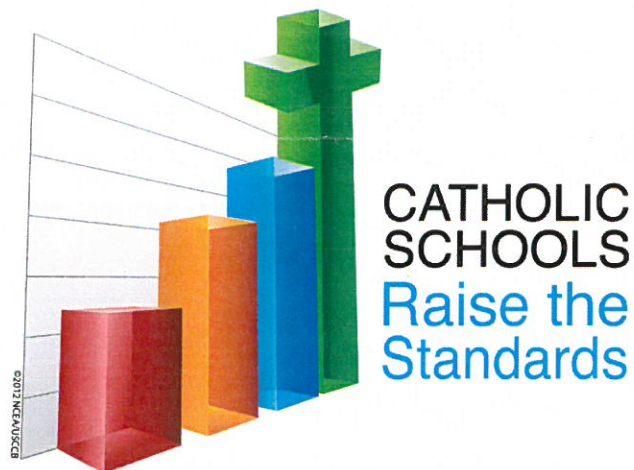
Thank you for donating the family membership (Total Value: \$60.00) for our 2014 Mardi Gras Auction. The Annual Mardi Gras is our largest fundraiser for the year and last year the net profit was over \$64,000.

The students and staff will remember you in prayer for we all greatly appreciate the support of the community and surrounding area.

Gratefully in Christ

Brenda Mescher

Brenda Mescher
Principal



Building a culture of holiness in our community!

St. Charles Borromeo School is a 501 c (3) organization



April 23, 2014

Thank you for your recent in-kind donation to the St. Mary's of Michigan Foundation 5th Annual Online Auction. **We appreciate your support!**

Our online auction will "go live" at 1:00 p.m. on Tuesday, May 6, 2014. **I have enclosed a poster for you to proudly display in your business, showing your support of our event.**

With such a wonderful response to our auction, your business, along with all of the other supporters, will receive recognition throughout the state of Michigan. Recognition of your donation will also be included on the St. Mary's of Michigan website, in several hospital publications, and on the online auction site. Be sure to check the auction site beginning May 6th, to see your item listed.

I have also included a copy of our Charity Golf Classic brochure. The Charity Golf Classic is held in conjunction with our online auction. Proceeds from the two events will be used to provide essential funding for St. Mary's of Michigan's new Interventional Radiology Special Procedures Suite. This \$2 million project will provide today's patient with the most advanced care while utilizing leading-edge technology.

Whether treating brain or abdominal aneurysms, opening blocked arteries and veins or treating other non-cardiac conditions, the new interventional radiology suite will offer the patient less invasive treatment options, less radiation exposure and quicker recovery time.

Display your poster proudly...you are making a difference! Thank you, again, for your support.

Sincerely,

A handwritten signature in blue ink that reads "Denise Schofield".

Denise Schofield
Administrative Assistant/Auction Coordinator

**2013-2014
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Gerald Talbot
Barbara Mahar Lincoln

MISSION STATEMENT:

The mission of the St. Mary's of Michigan Foundation is to help the hospital obtain financial resources to provide an extra margin of excellence in patient care and services.

LANSING CHRISTIAN SCHOOL



April 4, 2014

**LANSING CHRISTIAN
SCHOOL FOUNDATION**

Executive Committee

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Joel Zylstra
Board Chair

Bob Chapman
Finance Chair

Gillian Granger
LCS Board of Education
Representative

Mary Dunsmore
Treasurer/LCS Director
of Business and Finance

Carol Feuss
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of Development

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Daniel Boss

Forrest Bouyer

Clyde Carnegie

Sal Durso

Melanie Foster

Charley Janssen

Dick Lowe

Chad Myers

Mike Winter

Joy Witte, Hidden
Treasures
Representative

Ms. Samantha Friedlander
Potter Park Zoo
1301 S. Pennsylvania Avenue
Lansing, MI 48917

Dear Ms. Friedlander,

Thank you for donating the following to the Lansing Christian School Foundation **Black & Gold Celebration**, held on March 20, 2014, at Eagle Eye Golf Club:

- Family Membership to Potter Park Zoo

More than 500 people and organizations were involved in this annual fundraising event, raising **over \$140,000 for tuition grants and scholarships for Lansing Christian School students.**

At Lansing Christian School, education is academically rigorous, faith forming and culturally relevant. LCS educates students to the full-extent of their God-given abilities, preparing them to exalt God and follow Christ in all of life. **Close to 70% of our students depend on some level of tuition assistance each year.**

Thank you again for assisting the families and students of Lansing Christian School. We appreciate your support.

Gratefully,

A handwritten signature in cursive script that reads "Sara Long".

Sara Long
LCS Parent & Chair

Under IRS guidelines, the full amount of this gift may be tax deductible as you (the donor) received no substantial benefit in return for your contribution.

Tax ID #26-1503868



**American
Red Cross**

Blood Services
Great Lakes Region
P.O. Box 30102
1800 E. Grand River Avenue
Lansing, MI 48909-7602
Phone (517) 484-2224
Fax: (517) 484-2608

4/21/2014

Potter Park Zoo
1301 S. Pennsylvania Ave,
Lansing, MI 48910

The American Red Cross would like to thank you for your generous, in-kind donation of a certificate for one year family membership to the zoo, valued at \$60, for the American Red Cross Volunteer Appreciation Event on April 17, 2014.

The American Red Cross depends on the generous donations of individuals and businesses to help us fulfill our mission each and every day. 95% of our workforce is made up of generous volunteers who selflessly give their time and energy to help those in need. Our Volunteer Appreciation Event is a time to recognize the countless contributions made by our volunteers and thank them for their commitment to the Red Cross during the previous 12 months. Thanks to your generous support, we were able to provide our volunteers with an evening of Kentucky Derby to show them that "Red Cross Volunteers Come in First."

Thank you again for your support and dedication to the mission of the American Red Cross. Your assistance was greatly appreciated and we hope that we can count on your support again in the future.

Sincerely,

Jeanette Saint-Onge
American Red Cross Blood Services
Great Lakes Blood Services Region
1800 E. Grand River Ave
Lansing, MI 48912

Central Area
1800 E. Grand River Avenue
Lansing, MI 48909-7602
Phone (517) 484-2224
Fax: (517) 484-2608

Eastern Area
1401 S. Grand Traverse Street
Flint, MI 48503-3794
Phone (810) 235-0002
Fax: (810) 232-5823

Northern Area
2350 Mitchell Park Drive
Petoskey, MI 49770-9600
Phone (231) 347-5984
Fax: (231) 347-6725

Western Area
313 W. Webster Avenue
Muskegon, MI 49440-1280
Phone (231) 726-3555
Fax: (231) 725-7759



STOCKBRIDGE AREA EDUCATIONAL FOUNDATION

305 W. Elizabeth Street
Stockbridge, MI 49285
tel. (517) 851-7188 fax (517) 851-8334

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Judy Brune

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Jennifer Hammerberg

April 1, 2014

Sherrie Graham
Potter Park Zoo Society
1301 S Pennsylvania Ave
Lansing, MI 48912

Dear Ms Graham,

The Stockbridge Area Educational Foundation would like to thank you for your generous donation to our Festival of Tables celebration held on Saturday, March 22, 2014. The event raised over \$37,000.00, which will be used to fund educational programs and scholarships in our community.

The Stockbridge Area Educational Foundation is an IRS Code 501(c) (3) non-profit organization, and your donation is tax deductible to the fullest extent of the law with the value of the donation to be determined by you. For your tax records, our tax identification number is 38-362-1050. No goods or services were received in exchange for this donation. If you need additional information for tax purposes, please contact me at 517-851-7188 ext. 5501.

Sincerely,

Charles D Wisman, President
Stockbridge Area Educational Foundation



Montessori Children's House of Lansing

2100 West St. Joseph, Lansing, MI 48915 www.mchlansing.org 517.482.9191 fax 517.482.0011

April 14, 2014

Potter Park Zoo
1301 S. Pennsylvania Ave.
Lansing, MI 48912

Dear Friends,

We wish to extend our sincerest thanks for your recent donation of a family zoo pass. We appreciate your kindness and hope that your donation and the publicity from the event brings you return business as well.

Your tax-deductible donation was valued at \$60.00. For your records, our tax identification number is 38-2321310.

Sincerely,

Maureen Newton
Administrator



HUMPTY DUMPTY PRESCHOOL, INC.

P.O. Box 64 · Eaton Rapids, MI 48827 · 517-663-4646

March 20, 2014

Dear Ms. Graham,

Humpty Dumpty Cooperative Preschool would like to extend its gratitude once again for your generous donation of a family membership for our annual spaghetti dinner and silent auction fundraiser on March 7nd, 2014.

The membership generated a top bid of \$45.00.

Humpty Dumpty is a 501c3 non profit organization, and your donation is tax deductible. Our tax ID number is 38 1853779.

Humpty Dumpty is funded exclusively through tuition and fundraising, and would not be able to stay open without help from local businesses like yours – so THANK YOU!

Wishing you success over the coming school year,

Andrea Phillips
Fundraising Coordinator, Humpty Dumpty Preschool
Eaton Rapids, MI 48827
HumptyDumptyFundraising@gmail.com



“Lincoln Lake exists as an outreach of the local church, using the unique atmosphere of camping to evangelize and disciple individuals through the Word of God.”

April 23, 2014

Potter Park Zoo
1301 S. Pennsylvania Ave.
Lansing Charter Township, MI 48912

Dear Potter Park Zoo,

On behalf of Lincoln Lake Baptist Youth Camp, we would like to thank you for your generous donation of one 2014 Potter Park Zoo Family Membership for our recently held silent auction at our Family and Friends Banquets. Your donation helped us tremendously and words cannot express how thankful we are to have partnered with you. With your help, our mission to reach out to kids and youth through the Word of God can be more easily achieved this summer. We look forward to seeing what this summer has in store!

For your records, please note that your donation is tax deductible and that Lincoln Lake's tax ID number is 38-2011089. Again, on behalf of all staff and campers, we thank you for supporting Lincoln Lake Baptist Youth Camp.

Sincerely,

A handwritten signature in cursive script that reads "Melanie Steiner".

Melanie Steiner
Event Coordinator
Lincoln Lake



LINCOLN LAKE BAPTIST YOUTH CAMP, INC.
15113 Lincoln Lake Ave NE • Gowen MI 49326-9790
616.984.2125 • www.lincolnlake.com



March 27, 2014

Sherrie Graham
Potter Park Zoological Society
130 S. Pennsylvania Avenue
Lansing, MI 48912-1646

Dear Sherrie,

On behalf of the Girl Scouts Heart of Michigan, I would like to thank you for your Bake Off Event pledge payment of \$350.00, which was received on March 3, 2014, for the Outreach Lansing Region Fund.

Without the help of dedicated volunteers and donors like you, we would be unable to provide innovative programming that gives girls courage to discover new things about themselves; the confidence to connect to others, and the character necessary to take action to make the world a better place.

Because we base our budget on the pledges of our donors, we greatly appreciate your timely pledge payments. **Our records indicate your pledge balance is \$0.00.** If you need to reschedule your payments or contact us, please do so by calling any of our regional centers at (800) 49-SCOUT.

Thank you again for your generosity. You have truly made a difference in the lives of girls.

Sincerely,

Lyah VanSickle
Regional Development Specialist

*THANK YOU FOR YOUR
CONTINUED SUPPORT!!!*

**Jackson
Regional Center**
4403 Francis St
Jackson, MI 49203
517-784-8543
517-784-9553 FAX

**Kalamazoo
Regional Center**
601 West Maple St
Kalamazoo, MI 49008
269-343-1516
269-492-1439 FAX

**Lansing
Regional Center**
1223 Turner St, Suite 200
Lansing, MI 48906
517-699-9400
517-699-9405 FAX

**Saginaw
Regional Center**
5470 Davis Rd
Saginaw, MI 48604
989-799-9565
989-799-1450 FAX

**Ypsilanti/Ann Arbor
Regional Center**
444 James L. Hart Parkway
Ypsilanti, MI 48197
734-714-5140
734-714-3037 FAX

Thank you for the generous donation to the
Instrumental Music Boosters Jazz Night silent
auction. You helped us raised over \$10,000
for the music programs at Mt. Pleasant
Public Schools

~IMB Jazz Night Committee~



Inspection Report

INGHAM COUNTY

Customer ID: **40531**

Certificate: **34-C-0280**

Site: 001

POTTER PARK ZOO

POTTER PARK ZOO
1301 S PENNSYLVANIA AVE

Type: ROUTINE INSPECTION

Date: 10 April 2014

LANSING, MI 48912

3.125 (a)

FACILITIES, GENERAL.

The inside holding area in the moat exhibit and the inside holding for the big cats has peeling and chipped paint.

The indoor and outdoor housing facilities must be maintained in good repair.

Repair or replace the peeling and chipping paint to protect the animals from injury.

To be corrected by Spetember 1, 2014.

3.129 (a)

FEEDING.

The refrigerator in the red barn that houses the goats and yak has excessive dirt and food wast in it. The freezer in the rhino holding has excessive food waste in it.

Food shall be wholesome, palatable and free from contamination to maintain the animals in good health.

Clean the refrigerators and freezers as often as necessary to prevent contamination of the food for the health of the animals.

To be corrected by end of business April 11, 2014.

Inspection and exit conducted with the attending veterinarian.

Prepared By:

CARRIE L BONGARD, A C I USDA, APHIS, Animal Care

Title: ANIMAL CARE INSPECTOR Inspector 1053

Date:
10 April 2014

Received By:

DR. TARA HARRISON
Title: ATTENDING VETERINARIAN

Date:
10 April 2014