

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, April 15, 2015.

Wednesday, April 15, 2015

at 6:00 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 March 11, 2015 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. Strategic Planning Update
6. **NEW BUSINESS**
 - A. Presentation of Communication Plan – Amy Morris
 - B. Resolution Authorizing a Transfer of Capital Improvement Funds to the Wolf Exhibit Project
7. **DIRECTOR AND FINANCIAL REPORTS**
 - A. Zoo Director's Report – Sherrie Graham
 - B. Financial Report – Andrew Wingeier
8. **Board Comments**
9. **Limited Public Comment - Limited to 3 minutes with no discussion**
10. **Informational Items**
 - A. Thank You Letters
11. **Upcoming Meeting**
 - A. Zoo Board Meeting on **May 13, 2015 at 6:00 PM** 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.

**“DRAFT” MINUTES OF THE MEETING
INGHAM COUNTY POTTER PARK ZOO BOARD
1301 S. Pennsylvania Avenue, Lansing, MI 48912
March 11, 2015**

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 Tsernoglou, Commissioner Nolan, Chair Groen, Jen Flood, Mary Leys, Rick Kibbey, Monica List, & Ralph Hansen

ABSENT: Aaron Davis, Kyle Binkley, & Dr. Snider

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 6:02 PM

MINUTES: Moved by Commissioner Nolan to approve and supported by Commissioner Tsernoglou to approve the February 11, 2015 minutes of the regular meeting as written with the additional sentence to be placed under Board Comments, **Yes-8; No-0; MOTION CARRIED.**

LIMITED PUBLIC COMMENT

None

LATE ITEMS/DELETIONS/CONSENT ITEMS

Item #6A needs to be deleted as Ms. Morris was unavailable for the meeting.

OLD BUSINESS**Moose Exhibit Update**

Mrs. Graham said we are waiting for the City Planning Commission. She said both moose are together now and getting along and he has a name “Meeko.”

Commissioner Nolan asked if every time we do something we do have to go through the City.

Mrs. Graham said yes.

Commissioner Tsernoglou asked does the City want to give the park to the County.

Commissioner Nolan said any time a park can be given to a developer or the County it is by the vote of the people.

Mrs. Leys asked if the City would want to be paid for it.

Mrs. Graham said it would make life easier.

Mr. Kibbey said all the discussions were in regards to the management of the zoo.

Strategic Planning Update

Chair Groen said he and his wife facilitated two sessions at the zoo which were a lot of fun. The results were three initiatives; one is to increase the size of the budget and there are a lot of strategies on how to do that; the second one to improve the environmental responsibility to improve the carbon foot print and lower waste down to 0%; and the third is becoming a leader in conservation both in the field and at the zoo, educating visitors about our collection; and their native habitat. Eventually, there will be a written plan.

NEW BUSINESS**2016 Proposed Fee Increases**

Mrs. Graham said they received a form from the County using a rate of 1.6% increase. They went through and collaborated with the Parks Director to maintain equity with the County Parks rates. We will increase the children’s amount by \$1 and the winter rates by \$1. She went over all the columns entered what they thought the rates should be how much additional revenue would be generated and then give reasons for on staying the same or raising the rate.

ZOO DIRECTORS REPORT

Mrs. Graham talked about her written report. The zoo is gearing up for the beginning of the official season which starts April 1st. They received the first installment from the Glassen Foundation. The Society Board approved a full time position dedicated to raising funds and promoting advocacy for the zoo. She said they had to fill out a survey for sponsorships received for AZA for 2014 which ended up being around \$80,000. Had a farewell luncheon for Keeper Jan and she wanted her farewell gift to go to creating a new look at the front of the North American Exhibit. Mark Marquardt will be leaving on April 1st and he is a keeper. The Zookeeper positions have been filled and she is now in the process of looking at applications for Zookeeper Aid positions. The new structure is all set to start April 1st. The construction on the Red Panda exhibit will start in April and the resolution will be at County Services on this upcoming Tuesday. Finally, found something that the squirrels won't eat on the raven exhibit, so that will be in place and when it is tacked down securely the ravens will be released. The Mission Statement has been changed and is the one that is used the most for grants and everyone was in agreement. It was better we have a new membership card which looks very nice. There's a meeting with Mr. Berghorn and the Green Team on Friday. We are out of office space and DBI is coming in and putting a work station in the kitchen and another one in the AV closet. There are two new moms and now we are redoing the bathroom into a Lechie Lounge so at least there is a comfortable space for them. In keeping with the conservation theme, we ordered recyclable bags to replace the plastic bags for the gift shop.

FINANCIAL REPORTS

Mr. Wingeier said there is a few things to bring to your attention, the revenue looks bad, but isn't that bad. On item A, salaries & wages, is the same as last year. Item B, there was less animal lab work and medicine purchased than last year. Item C, a pipe burst in the Animal Clinic resulting in a major flood. The cleanup is hitting the purchased services account hard, but all but \$1,000 should be reimbursed through the County's insurance. Item D, the County changed the classification of CIP items to project of \$5,000 and up as opposed to the previous classification of \$1,000 and up. The smaller CIP items are now expensed in the departments budget's instead of the CIP budget. Item E, last year the insurance was paid monthly, but this year it was paid in one lump sum in February. He then talked about the attendance. He also said he has included the Society financials and gave an overview.

BOARD COMMENTS

Mrs. Leys said she did go to the Arbor Society of Michigan Conference and attended a lot of sessions. She went to a couple on Oak Wilt and it is a fungus disease that plugs up the vascular tissue of the tree especially with Red Oaks. It can kill in a matter of a few weeks. White Oaks are a little bit more resistant. As she was walking up the walk, she saw both at the zoo. She wants to have a moratorium at the zoo on any pruning or damage on oaks from April to July. There are little beetles that spread the fungus around during that time. She thinks there should be some type of zoo policy. It is best to prune Oaks in the winter and once it is found on the property, it is very hard to get rid of.

Mrs. Graham asked if there is a test for Oak Wilt.

Mrs. Leys said yes, there is if you would send samples in. The DNR is really into this.

LIMITED PUBLIC COMMENT

None

ADJOURNMENT

Being no further business, the meeting was adjourned at 7:00 PM.

Teresa Masseur
Recording Secretary

POTTER PARK ZOO BOARD

Meeting of April 15, 2015
RESOLUTION #15-03

RESOLUTION AUTHORIZING A TRANSFER OF CAPITAL IMPROVEMENT FUNDS TO THE WOLF EXHIBIT PROJECT

WHEREAS, Potter Park Zoo has made modifying the Wolf Exhibit its highest priority Capital Improvement Project item to accommodate the two new wolves the Zoo has received.

WHEREAS, the Zoo would like to request a line item transfer of the balances from the Pathway Replacement Phase I Project, line item #258-69900-977000-1501Z with a balance of \$25,917.00 and the Birdhouse North Exhibit Repairs Project, line item #258-69900-977000-1502Z with a balance of \$50,000.00 to the Wolf Exhibit Project, line item #258-69900-977000-1514Z.

WHEREAS, once the above transfers are complete, the funds for the Wolf Exhibit Project will be available in CIP line item #258-69900-977000-1514Z, which will have a balance of \$75,917.00.

THEREFORE BE IT RESOLVED, that the Potter Park Zoo Board approve the transfer for a total of \$75,917.00 from the above mentioned accounts into the approved Wolf Exhibit Project, CIP # 258-69900-977000-1514Z bringing the total balance in that account to \$75,917.00.

BE IT FURTHER RESOLVED, the Controller/Administrator and the Chair of the Board of Commissioners be authorized to make the necessary transfer of funds.



Potter Park Zoo
Board Report
April 2015

We finally received the approval on the new Moose Exhibit from the City Planning Commission on Thursday, April 9, and will proceed immediately to get the construction documents out to bid. YYEEAAHH!!!!

We are only a little over a week into the official season and we've already had a \$3,000 day in the gift shop! (You will need to stop in and see all of our new things!!)

I am working on the job description for the Director of External Affairs approved to begin in June.

We have hired three new Zookeepers, as well as eight Zookeeper Aids. Our new structure is complete and began to function April 1.

We have submitted a funding proposal to Safari Club International in support of the Moose Exhibit. We anticipate a response before the end of the month.

We will graduate a new class of 16 Docents on April 11.

Our Docent/Volunteer Appreciation Dinner is scheduled for Thursday, April 30 beginning at 6:00 with a cash bar and dinner to follow at 7:00. All Board members are welcome to attend. Please RSVP to Jennifer Horvatin, 517-342-2769, if you plan on joining us.

Our new edition of Zoo Tales is ready to go to print and will be ready for distribution, hopefully, the third week of April.

We have a new membership brochure I will share with you at our meeting.

We have succeeded in "squirrel proofing" the new Raven Exhibit! Rocky and Lily are enjoying their new home.

The Board of Commissioners has approved the transfer of funds and we are ready to begin construction on the new Red Panda Exhibit.

We are pleased to be getting Micronesian King Fishers and Guam Rails. Both species (birds) are part of a reintroduction program. We phased out some more common species to make room for them.

POTTER PARK ZOO
FINANCIAL REPORT
FOR THE MONTH OF
MARCH 2015

Included:
March Year to Date Comparison Report (Preliminary)
March Attendance Report

Reference Page

Ⓐ **Salaries & Wages - Seasonal:**

A 600 Level Zookeeper retired and was replaced by a Temporary Zookeeper, resulting in an increase in the Salaries & Wages - Seasonal line item compared to 2014.

Ⓑ **Animal Care:**

Less animal lab work and medicine was purchased in March 2015 than in March 2014.

Ⓒ **Purchased Services:**

A frozen pipe burst in the Animal Clinic, resulting in major flooding. The clean up and repairs related to this incident have been charged to Building Repair and Maintenance, classified under Purchased Services. All but \$1,000 should be reimbursed through the County's insurance once the process is complete.

Ⓓ **Other Expenses:**

The County changed the classification of CIP items to projects of \$5,000 and up as opposed to the previous classification of \$1,000 and up. The smaller Capital Improvement Projects are now expensed in the department's budgets instead of the CIP budget.

Ⓔ **Insurance:**

In 2014, insurance was paid monthly starting in June. This year, insurance was paid in a lump sum in February.

**POTTER PARK ZOO
ACTUAL VS PRIOR YEAR REPORT
FOR YTD ENDING MARCH 2015
PRELIMINARY**

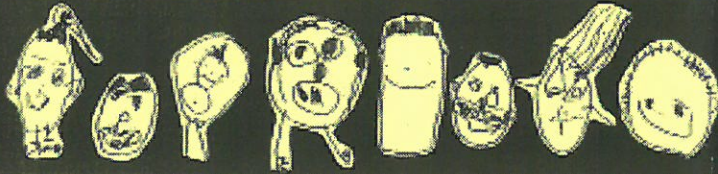
	<u>MARCH 2015 YTD ACTUAL</u>	<u>MARCH 2014 YTD ACTUAL</u>	<u>BETTER (WORSE) THAN PRIOR YEAR</u>	<u>% VARIANCE</u>
REVENUES:				
Property Tax Revenues	\$ 939	\$ (265)	\$ 1,204	
Admission Revenues	1,780	1,168	612	
Parking Lot Revenues	-	-	-	
Interactive Site Revenues	-	-	-	
Interest Income	-	-	-	
Other Revenues	170	353	(184)	
TOTAL REVENUES	\$ 2,889	\$ 1,256	\$ 1,633	130.0%
EXPENSES:				
Personnel Services				
Salaries & Wages - Full Time	\$ 253,735	\$ 249,093	\$ (4,642)	
Salaries & Wages - Seasonal	67,263	46,402	(20,861) (A)	
Benefits	136,918	130,744	(6,174)	
Total Personnel Services	457,916	426,239	(31,677)	7.4%
Controllable Expense				
Supplies	18,000	19,155	1,155	
Animal Care	34,534	52,921	18,387 (B)	
Purchased Services	129,339	112,821	(16,518) (C)	
Utilities	3,656	3,764	108	
Rentals & Leases	-	-	-	
Other Expenses	28,011	17,119	(10,892) (D)	
Total Controllable Expense	213,540	205,779	(7,761)	3.8%
Non-Controllable Expense				
Utilities	61,964	61,818	(146)	
Insurance	44,822	-	(44,822) (E)	
IT Support Expense	16,226	15,098	(1,128)	
Other Expenses	119	116	(3)	
Total Non-Controllable Expense	123,132	77,032	(46,100)	59.8%
TOTAL EXPENSES BEFORE CAPITAL	794,588	709,050	(85,538)	12.1%
Capital Outlay				
Capital Improvements	87,413	49,446	(37,968)	
Machinery & Equipment	-	7,011	7,011	
Total Capital Outlay	87,413	56,457	(30,957)	
TOTAL EXPENSES	\$ 882,001	\$ 765,507	\$ (116,494)	15.2%
TOTAL CHANGE IN FUND BALANCE	\$ (879,112)	\$ (764,251)	\$ (114,862)	-15.0%
FUND BALANCE AS OF 12-31-2014	\$ 1,022,013			

POTTER PARK ZOO
MONTHLY ATTENDANCE REPORT
FOR MONTH AND YTD ENDING MARCH 2015

ADMISSION TYPE	CURRENT MONTH			YEAR-TO-DATE		
	2015 COUNT	2014 COUNT	BETTER (WORSE) THAN PY	2015 COUNT	2014 COUNT	BETTER (WORSE) THAN PY
CHILDREN	-	-	-	-	-	-
CHILDREN-UNDER 3	447	337	110	530	398	132
CHILDREN-OFF-SEASON	781	646	135	971	815	156
ADULT RESIDENT	-	-	-	-	-	-
ADULT NON-RESIDENT	-	-	-	-	-	-
ADULT OFF-SEASON	1,641	1,731	(90)	2,152	2,379	(227)
SENIOR RESIDENT	-	-	-	-	-	-
SENIOR NON-RESIDENT	-	-	-	-	-	-
SPECIAL EVENTS	-	-	-	-	5	(5)
PPZ ZOO MEMBERS	1,140	690	450	1,403	875	528
SHARED ZOO MEMBERS GROUPS	88	49	39	122	67	55
MONDAY PROGRAM	-	-	-	-	-	-
OTHER	3	-	3	3	-	3
TOTAL	4,100	3,453	647	5,181	4,539	642
INCREASE (DECREASE) FROM PRIOR YEAR			18.7%			14.1%

Butler Early Education

ITEM #10A



408 East Washington Street · P.O. Box 397
Butler, Indiana 46721
260-868-2091
butlerearlyeducation@frontier.com
butlerearlyeducation.com



inspired by the philosophy of Reggio Emilia since 2010

On behalf of Butler Early Education, we all would like to thank you for your generous support of Bella Festa! We received your charitable donation, which helped in making Bella Festa truly a celebration to remember.

Thanks to your kind gift the BEE is closer to our goal of providing an affordable quality program that is accessible to all families, regardless of their socioeconomic status.

The BEE hopes to continue to spread our philosophies, inspired by Reggio Emilia, for the years to come with the continued support from our wonderful donors like you. We are sincerely grateful for your support. Please do not hesitate to contact us should you have any further questions, by phone at 260-868-2091 or by email at bee_director@frontier.com.

Thank you again for your support!!!!

Butler Early Education Center
406 East Washington Street
Butler IN, 46781
Tax ID 35-1657685



*Laughter
Lifts You Up!*

February 27, 2015

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

Dear Friends,

Thank you for supporting Angela Hospice and our *Laughter Lifts You Up* event with your donation of a gift certificate for a one year Family Membership at Potter Park Zoo. I am so grateful for your donation.

Your generous gift will be used in conjunction with our exciting fundraising activities, allowing us to generate further income for this event and ensuring an entertaining evening for our guests. Proceeds in turn will support the many caring and compassionate grief support programs of Angela Hospice, which are available free-of-charge to anyone in the community.

Angela Hospice has been providing comprehensive, compassionate, and Christlike care to terminally ill adults and children in southeast Michigan since 1985. Because we are a non-profit agency, we rely on the generous support of people like you to ensure that hospice services are available to anyone who is in need of end-of-life care.

We invite you to visit our website at www.AskForAngela.com for additional ways of supporting our mission, and to learn more about our various upcoming events. Thank you once again for supporting Angela Hospice through this gift.

Sincerely,

Helen Balmforth
Events Coordinator

Value of Donation: \$ _____

Angela Hospice is a 501(c)3 organization, tax ID# 38-2755767.

No goods or services were provided in exchange for this gift.

This letter also serves as a receipt for your tax-deductible donation.

Angela Hospice is a Felician-sponsored ministry, providing families in Southeast Michigan with comprehensive, compassionate, and Christ-like care since 1985

March 6, 2014

Potter Park Zoo
1301 South Pennsylvania Avenue
Lansing, MI 48912

Dear Friend,

Thank you so much for your generous gift to the Capital Area Humane Society for the Junior Paw Award Banquet. It was so kind of you to donate a complimentary 1 year family pass. We are grateful for it, and the children are too.

More than 6,000 animals are surrendered to CAHS annually. The shelter receives no tax dollars or government funding and relies on the generosity of volunteers and donors like you to help. The children in CHAT Club (Children for Humane Animal Treatment) come in every week to learn about the animals and volunteer in the shelter, and they also participate in winter, spring break, and summer camps. They are great helpers and are very much appreciated by the animals and the staff. The Junior Paw Award Banquet should be a huge success and the children will enjoy being honored for all their hard work. But we cannot do it without donors like you, so thank you for your help.

In accordance with directives from the Internal Revenue Service, this letter will serve as your tax receipt. Your donation is a tax-deductible gift for which you have received no goods or services. Your support helps to fulfill our mission of promoting the humane treatment of companion animals through protection, education, and example. If you have any further questions feel free to contact me at (517) 626-6821 ext. 130 or education@adoptlansing.org.

We greatly appreciate your generosity!

Sincerely,

Lindsay Sandusky

Lindsay Sandusky
Humane Educator

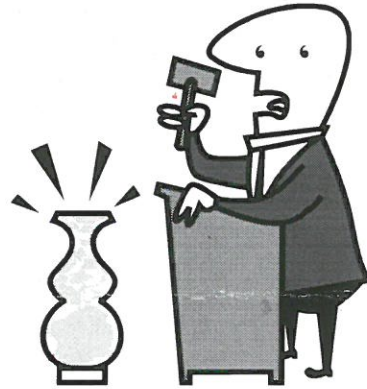


Capital Area
Humane Society



Wednesday, March 18, 2015

Potter Park Zoo
1301 S Pennsylvania Ave
Lansing, Mi 48912



Thank you very much for your contribution of a Family Membership for our 2015 Auction and Dessert Extravaganza, this year at River's Edge Community Church. The sixth annual event on Saturday, February 28th netted about \$14,000 for YFC.

You have the privilege and responsibility of determining the value of the gift for tax purposes, and this non-cash gift will not be reflected on your year-end giving statement from us.

Greater Lansing Youth for Christ appreciates your support of our ministry to "communicate the life-changing message of Jesus Christ" to Lansing area teenagers.

Sincerely,

Katie Burmeister, Office Administrator

Potter Park Zoo
1301 S. Pennsylvania
Lansing, MI 48912

Lansing Division
2450 Delhi Commerce Drive, Suite 11
Holt, MI 48842-2193
Telephone (517) 699-4863
Fax (517) 699-8184
MI630@marchofdimes.com
www.marchofdimes.com/michigan

Dear Friend of the March of Dimes,

The March of Dimes thanks you for your generous donation to the Signature Chefs Auction. Donations are a crucial part of the overall success of the Lansing Signature Chefs Auction with all funds raised supporting the March of Dimes critical mission to improve the health of babies by preventing birth defects, premature birth and infant mortality.

We would especially like to thank you for donating the following item:

- Two (2) One year membership to zoo (\$60ea)
- Valued at: \$120

Your donation is eligible as a tax deduction. The March of Dimes is a 501©3 non-profit organization with the Federal Identification #13-1846366. This year, the Lansing March of Dimes Division was able to raise over \$77,000 at the Signature Chefs Auction. The silent auction brought in over \$9,000 in revenue. 88 cents of every dollar goes directly towards the March of Dimes to give every baby a healthy start.

Premature birth is the most serious infant health problem in the United States today. It affects more than half a million babies nationwide each year, with over 15,000 in Michigan alone. March of Dimes is committed to reversing this trend by funding research to find the causes of premature birth and providing comfort and information to families. Funds raised support lifesaving research and educational programs here in Mid-Michigan.

Sincerely,



Sheri Eldred
Division Director

Save the Date
Signature Chefs Auction
Monday, November 2, 2015
Causeway Bay Hotel

march  of dimes®
signature chefs auction®



April 1, 2015

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

Dear Ms. Gibson,

On behalf of St. Mary's of Michigan Foundation, I would like to thank you for your in-kind donation of a two adult family basic membership, valued at \$80, in support of the 6th Annual Online Auction. Your tax-deductible donation is sincerely appreciated.

Every year, the hospital counts on the philanthropic support of generous supporters like you to fund vital services and programs. Because of your support, St. Mary's of Michigan has been the pioneer in bringing the newest technology, superior medical professionals and compassionate care to the people of the Saginaw Valley region and beyond.

Thank you again for your generous support of St. Mary's of Michigan's legacy of providing extraordinary care to people in need. Your contribution will be acknowledged in the next issue of the Foundation's *Legacy* newsletter. If you are interested in learning more about St. Mary's of Michigan Foundation, please feel free to contact the Foundation office at your convenience.

Yours in Good Health,

A handwritten signature in cursive script that reads "Karen Stiffler".

Karen Stiffler
Executive Director

St. Mary's of Michigan Foundation is a 501 (c) (3) organization.
No goods or services were provided in return for this contribution.
Please retain this acknowledgement of your gift for tax purposes.

**2015
BOARD OF DIRECTORS**

CHAIR
Andrew Richards

VICE CHAIR
Brian Eggers

SECRETARY/TREASURER
Nancy Haywood

PRESIDENT & CEO
Elizabeth Aderholdt

EXECUTIVE DIRECTOR
Karen Stiffler

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Sandy Donahue
Gary Glaza
Janie Gugino
Sarge Harvey
Chip Hendrick
Dr. Charles Jessup
Lori Jurgens
Bridget Staffileno
Kathleen McGraw
Betty Nagel
Patricia Shaheen

HONORARY MEMBERS

Joseph Kelly
Barbara Mahar Lincoln
Dr. Kizhakepat Sukumaran
Gerald Talbot

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.



3/18/15

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

Dear Sir or Madam:

On behalf of the Michigan Eye-Bank, I would like to thank you for your generous donation of **One year membership to Potter Park Zoo** for last year's *Gift of Sight Golf Classic*. We have begun preparations for this year's event, and wondered if you would be willing to donate a similar item? Contributors will be listed in the program book and acknowledged at the event for playing a significant role in helping to eliminate preventable blindness. Space will also be available near the items for brochures or similar marketing materials for your benefit.

Proceeds generated will be used to further three main points of our mission: community education programs, which encourage people to join the Michigan Donor Registry and become eye, organ and tissue donors; eye and vision research grants, which seek cures for blinding eye disorders that cannot be treated through transplantation; and our Gift of Sight Charitable Tissue Program, which waives tissue fees for low-income and uninsured people in need of cornea transplants.

Our mission can only be accomplished through the generosity of eye donors and their families, volunteers and charitable contributors. Just last year, Michigan eye donors provided the gift of sight to 2,519 people – 1,541 of whom reside in Michigan!

We believe that participating in our silent auction generates a great marketing opportunity within our community as more than 200 eye doctors, surgeons and area business leaders enjoy the golf tournament and afterglow dinner. We appreciate your consideration of our request, and look forward to partnering with **Potter Park Zoological Society** again this year!

For your convenience, I have included a gift-in-kind form that you may fill out for tax purposes, as we are a 501(c)3 organization. The deadline for inclusion is May 11, 2015. Please contact me if you have additional questions or require specific documentation.

On March 20, 2015, we will be changing our name to **Eversight Michigan**. Please be advised that our mission will remain the same.

Sincerely,

George Lucero
Community Relations Intern
glucero@michiganeyebank.org





Gift of Sight Golf Classic

In partnership with the Ann Arbor Host Lions Club

Saturday, June 13, 2015 Shotgun Start: 1:30 p.m.

Please join us for the **Gift of Sight Golf Classic** to raise awareness and funds in support of sight restoration through corneal transplantation and vision research.

The Polo Fields, Washtenaw Golf and Country Club
2955 Packard Road, Ypsilanti, Michigan

\$135 Per Golfer

Includes 18 holes of golf, cart, grilled lunch, awards, tee gift, prizes, silent auction and New York strip steak dinner with an open bar.

Dinner only - \$50 Per Person

Schedule:

Registration, Lunch, Putting Practice,
Putting Contest, Silent Auction... 12:00 p.m.
Shotgun Start..... 1:30 p.m.
Dinner & Awards..... 7:00 p.m.

Contests:

Putting Contest
Longest Drive (Men/Ladies)
Closest to the Hole (Men/Ladies)
Hole-In-One



Dress Code and Footwear: The Polo Fields dress code is designed to maintain the highest standards of golf etiquette. Swimwear, cutoffs, jeans, jean shorts, short shorts, halter tops, and tank tops are not permitted while using any of the facilities. Shorts must be mid-thigh or Bermuda length. Gentlemen are asked to always wear collared golf shirts. Metal spiked golf shoes are prohibited on The Polo Field Golf Course. Any player that arrives with metal spikes will be required to purchase an alternative set of spikes at the cost of \$10 per pair.



Michigan Eye-Bank
Gift of Sight Golf Classic
www.michiganeyebank.org

FOR OFFICE USE ONLY
Category _____
Item _____
Item Usage _____
Acknowledgement Letter _____
Date Sent _____

Gift of Sight Golf Classic in Partnership with the Ann Arbor Host Lions Club

**Saturday, June 13, 2015 at
The Polo Fields, Washtenaw Golf and Country Club**

Please fax form to the Michigan Eye-Bank at (734) 780-2143 to receive acknowledgement of your gift and any applicable promotional benefits. Thank you for your dedication to the restoration of sight.

Donor Name _____ Anonymous? Yes ___ No ___

Business Name _____

Business or Donor Name As it Should Appear on Program (If applicable) _____

Address _____ City/State _____ Zip _____

Contact Person: Name _____

Telephone: Day _____ Evening _____ Email: _____

Detailed description of donated item(s), including usage and any restrictions:

Good faith donor estimated Fair Market Value (Retail) of donated item: \$ _____

Does this item need to be picked up? YES _____ NO _____

Please indicate any delivery/pick up instructions:

Donations are tax-deductible as provided by law (Tax ID# 27-3107692). If you have any special requests or would like more information about the Gift of Sight Golf Classic please contact:

Alison Wright, Community Engagement Manager
Michigan Eye-Bank
4889 Venture Drive
Ann Arbor, MI 48108
Office: 800-247-7250 ext. 2638
Fax: 734-780-2143

The Michigan Eye-Bank is a subsidiary of Midwest Eye-Banks, a 501(c)(3) not-for-profit organization dedicated to the restoration of sight.

DURAND AREA CO-OP CLUBS
5240 New Lothrop Rd.
Durand, Mi 48429

March 14, 2014

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

We are writing to express our deepest thanks for your recent donation to The Durand Area Co-op Clubs. A generous gift from donors like you provide the financial and moral support needed to continue our Loaves and Fishes project.

Sincerely,



Durand Area Co-op Clubs
Tax ID number is 38-2259826



Improving the health of the people in our communities by
providing quality, compassionate care to everyone, every time

March 13, 2015

Ms. Sherrie Graham
Potter Park Zoo
1301 S Pennsylvania Ave
Lansing, MI 48912-1646

Dear Ms. Graham,

Thank you so much for your organization's donation of a one year family membership to Potter Park Zoo, which you have valued at \$60.00 and we recorded on 2/28/2015. Because of your generosity, more proceeds from the 2015 Sparrow Gala will be available to support the programs and services we provide.

Through an enduring commitment to our mission and vision, Sparrow continues to grow and develop, caring for all who come through our doors regardless of their ability to pay. On behalf of the many men, women and children who will benefit from your generosity, we offer our sincere and heartfelt **thanks**.

Every gift makes a difference, and together we are making major investments in mid-Michigan's health and well-being. It is through the generosity of individuals like you that Sparrow is able to offer ground-breaking technology and exceptional care to the people of our region. If you would like to know more about the impact of your gift, please don't hesitate to contact me at 517.364.3620. I would be happy to talk with you.

Sincerely,

A handwritten signature in green ink that reads "Stella Cash".

Stella Cash
Vice President
Development & Strategic Partnerships

Sparrow Foundation acknowledges that it did not provide any goods or services in exchange for this gift.



Karen G. Moore, *President and CEO*

Potter Park Zoo

1301 S. Pennsylvania
Lansing, MI 48912

Dear Potter Park Zoo,

Thank you for your generous donation of

One Year Family Membership to Potter Park Zoo - \$60.00

to the Ladywood High School Blazer Ball Auction and Gala.

We are tremendously grateful for your support in helping us meet our fundraising goal. Year after year, the Blazer Ball Auction and Gala plays a vital role in supporting Ladywood's mission to witness Christ to the world through the pursuit of Knowledge, the understanding of Truth and by our actions of Service to society. We could not do it without your generosity.

Once again, Ladywood High School thanks you for your kindness and for helping us to make a positive impact on the lives of our students, faculty and the entire Ladywood community.

Donations to Ladywood are tax-deductible, as allowed by IRS rules governing 501(c) 3 organizations. This letter can serve as your tax-receipt. Ladywood High School tax ID is: 38-1709340.

Sincerely,

A handwritten signature in blue ink that reads "Karen G. Moore". The signature is written in a cursive style.

Karen G. Moore
President/CEO
Ladywood High School



March 10, 2015

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

Hello,

On behalf of the Board of Directors of Memorial Healthcare Foundation, I want to thank you for your support of our Foundation Gala. Your generous contribution will help to improve the Family Birth Place at Memorial Healthcare.

Thank you for your donation of a One Year Family Membership. No goods or services were provided in exchange for your contribution; therefore, your tax-deductible contribution is equal to the value of your gift.

Your donation was used for a charity auction item at the Foundation Gala on Saturday, March 7, 2015. This fabulous annual event was enjoyed by many friends and supporters of Memorial Healthcare.

Sincerely,

A handwritten signature in cursive script that reads "Matt Hufnagel".

Matthew F. Hufnagel
Executive Director



Concordia Lutheran School

www.ConcordiaLutheranSchool.org

North Campus - 20805 Middlebelt Road, Farmington Hills 48336 (248) 474-2488

South Campus - 9600 Leverage, Redford 48239 (313) 937-2233

Mr. David Kusch, Principal DKusch@ConcordiaLS.org

March 5, 2015

POTTER PARK ZOO
1301 S. PENNSYLVANIA AVE
Lansing, MI 48912

Dear Friend of Concordia Lutheran School,

Thank you so much for your generous donation to Concordia Lutheran School for our annual auction. Our "Disney Dreams" was our most successful fund raising event to date.

Because of your generosity, we will be able to support the general budget, cover the cost of new curriculum, purchase technology items for the classroom, and provide financial aid to needy families. We are thrilled to have raised \$49,000!

For over 100 years, the churches of our association, St. Paul's Lutheran Church and Hosanna-Tabor Lutheran Church, have been providing an outstanding education for students through a Christian Day School. The support of people like you has helped make this possible.

Thank you, again for supporting our congregation association and school.

God bless you,

Raeann Kusch
Auction Committee Chairperson

Hosanna-Tabor Lutheran Church
Rev. Paul J. Undlin, Senior Pastor
PastorPaul@HosannaTabor.org

A ministry of

St. Paul's Lutheran Church
Rev. Andrew Becker, Pastor
Pastor@StPaulsFarmington.com

**THANK YOU!
THANK YOU!
THANK YOU!**



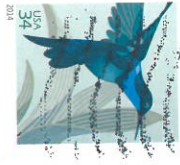
"This wouldn't have been possible without YOU!"

DeWitt Public Schools
P.O. Box 800
DeWitt, MI 48820

Thank you for
your donation to
the DeWitt PTA
Silent Auction. The
students appreciate
your support for
our school.

Thank you,

Prerogay



Potter Park Zoo
1301 S. Pennsylvania
Lansing, MI
48912

We can't say thank you enough!
We would like to express our sincere
thanks and appreciation for your
generous donation.
The auction was a huge success
thanks to many donations and
contributions such as yours!
Thank you again for your
outstanding generosity! We couldn't
have done it without you!
Thank you with
love,
B. M. A.

Dear Friends at Potter Park Zoo,
Thank you so much for
your generous donation to the
Capital Area Humane Society.
It was so kind of you to
donate a 1 year family pass!
We are so grateful for it,
and the children are too.

 Sincerely,

Rendsey Sandusky ♦ CATS CHAT CLUB



connections
from
Hallmark

Thank You!

Thank you for supporting
Peter Pan Preschool Trivia Night 2015!



© HOK, LLC



Thank
You

Thank you for
supporting our school!

Love,
Willow Creek
Cooperative Preschool
2014-2015

Hallmark

*Thank
you*



*Thank you for your
generous donation to
Bella Festa!
The G&G Family*





Thank you so much
 for your generous
 donation of the
 family membership
 package, your
 support of our
 Marble Carnival means
 so much!

Marble Elementary School

Peter Park Zoo
Sampantpa
13015 Pennsylvania Ave
Lansing, MI 48912

Sincerely,
 Marble Parent Council
 Thank you for supporting the fitting
 primary care



March 5, 2015

Potter Park Zoological Society
1301 Pennsylvania Ave
Lansing, MI 48912

Dear Potter Park Zoological Society,

Thank you for supporting the Muskegon Family YMCA with your donation to "The Black Tie for the Yi" It was a tremendous success, with over \$35,000 raised for our scholarship program through a silent and live auction.

Your generous support gives the Muskegon Family YMCA the resources to help more youth and families benefit from YMCA programs that promote the values of caring, honesty, respect, and responsibility. Your donation also helps provide financial assistance for more kids to attend YMCA Camp Pandalouan, where the longstanding motto is "I'm Third," emphasizing the idea of putting God and others before self.

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The Muskegon Family YMCA's goal is not to turn anyone away due to an inability to pay. Your donation, as part of this important fundraising, helps us accomplish this goal. With your support, the Muskegon YMCA (non-profit organization #38-2000172) can continue to offer programs that develop positive values for children and families. We deeply appreciate your generosity. Thank you!

Sincerely,

Carla R. Hennigerburg

Thank you!

The 2015 Black Tie for the Muskegon Family YMCA Steering Committee

MUSKEGON FAMILY YMCA • 900 W WESTERN AVE • MUSKEGON • MI 49441