

Riverbanks Park Commission
Meeting Minutes
28 May 2020

Attendance Report

Commissioners Present (via Zoom): Bud Tibshrary, Bob Davidson, Jan Stamps, Mary Howard, Alana Williams, Phil Bartlett

Commissioners Absent: Mike Velasco

Staff Present: Tommy Stringfellow, Christie Vondrak, Lochlan Wooten, Katie Eaton, Kathryn Masewicz

Call to Order

Chairman Tibshrary called the meeting to order.

Reading of the Minutes

The April 16, 2020 commission minutes were approved as distributed.

Stamps motioned to approve the minutes, Davidson seconded, m/c unanimous.

Chairman's Remarks

Chairman Tibshrary commended and thanked the Riverbanks staff and leadership team for their hard work in getting the park open last Friday. He wished everyone continued health and safety.

President & Chief Executive Officer's Report

President and CEO Tommy Stringfellow provided the following report:

- Stringfellow shared the April financials. We are currently evaluating operating costs to sustain through May and June
 - There is currently a hold on all capital projects which will serve as a reserve that can be used
 - Staff have done a great job at reducing their spending and only spending it on necessities
- Richland County Council has asked to resubmit our original budget with Richland's contribution reduced 5-10%
- Lexington County Council had their first budget reading Tuesday. They will be reducing their contribution as well. Email form is open through tomorrow. Second and third readings are coming up and will be done virtually
- Federal funds- working with lobbyist Lander Hiott of Parker Poe Consulting to lobby at the federal and state levels. At this point Riverbanks does not qualify for governmental fund assistance, but bills have been introduced that could provide support. Tommy and Lander have been having conversations with senators and will update with any advancements
- 2020-22 Executive Committee- The Commission discussed and voted on the 2020-22 Riverbanks Commission Executive Committee. The Executive Committee will consist of; Bob Davidson (Chair), Jan Stamps (Vice Chair), Alana Williams (Treasurer), and Mike Velasco (Secretary)
 - Howard motioned to approve the proposed executive committee, Bartlett seconded, m/c unanimous

- Lexington County has appointed Deneen Shockley as Commissioner for one 6-year at-large term. She will begin her term at the July meeting.

Chief Administrative Officer's Report:

CAO Christie Vondrak provided the following report:

- Christie introduced Kathryn Masewicz who was recently promoted to Director of Finance from Controller. Kathryn has been at Riverbanks for 14 years and has filled in for the CFO several times before.
- Phase 1 Staff Re-opening Update- all staff are working very hard right now and doing multiple jobs to continue to provide excellent service to our guests. A volunteer staff schedule has been created to help fill in gaps with duties. Staff are required to wear masks, and some positions also wear gloves and face shields. We are in continued communication with departments on how their departments are managing at their current staffing levels. Next phase of staffing is being reviewed.
- Finance Committee- We will be reaching out to coordinate a meeting for the finance committee (Davidson and Velasco) to meet prior to the June meeting to review the budget

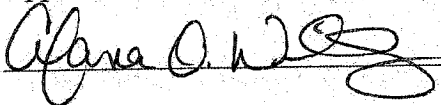
Chief Operating Officer's Report

COO Lochlan Wooten provided the following report:

- Rhino habitat is progressing on schedule. This week the large trees were installed on habitat, and construction has begun on the guest viewing pavilion. Transport plans for all three rhinos have been confirmed.
- The park has now been open for 7 days with the timed ticket system in place to limit the capacity. The team has worked hard to create a safe space at Riverbanks for our guests. Graphics have been strategically placed around campus to encourage social distancing.

The meeting was adjourned.

Approved and adopted on the 6th day of June 2020.

 _____, Secretary