

OAKLAND COUNTY ZOOLOGICAL AUTHORITY
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Brandon Kolo, *Chairperson*
Jennifer M. Grieco, *Secretary*

Alex Cooper
(*Alternate: Tameka Ramsey*)
Millie Hall
John Draper II

September 17, 2020

Chairperson Brandon Kolo called the meeting of the Oakland County Zoological Authority to order at 9:00 a.m. via Videoconference.

MEMBERS PRESENT:

Brandon Kolo, Jennifer Grieco, Alex Cooper, Millie Hall, Tameka Ramsey (Alternate)

MEMBERS ABSENT WITH NOTICE:

John Draper II

APPROVAL OF PREVIOUS MINUTES

Alex Cooper indicated that a minor typographical error in the section labeled "Plante Moran Audit Engagement & Planned Scope And Timing Letters" of the August 27, 2020, meeting minutes, listing Grieco as having both moved and seconded the motion to receive and file the report from Plante Moran. Staff indicated that this typographical error would be corrected in the previous minutes to reflect Grieco having moved the acceptance of the report and Hall having seconded.

Grieco moved approval of the minutes from August 27, 2020, as amended. Seconded by Cooper.

Motion carried on a roll call vote with Draper II absent.

APPROVAL OF AGENDA

Chairperson Kolo indicated that he would like to add "Update from DZS Board Members Orientation" to the agenda as item #11. There were no objections.

Hall moved approval of the agenda, as amended. Seconded by Grieco.

Motion carried on a roll call vote with Draper II absent.

PUBLIC COMMENT

None.

TREASURER'S REPORT

Amy Carter, Junior Accountant, Oakland County Treasurer's Office, provided a brief overview of the Treasurer's Report for FY 2019-2020, Month 9. The report included the Oakland County Zoological Authority Assets, Liabilities and Fund Equity, Revenues and Expenditures, Non-Expenditure Payments, and Transfers from Tax Collection Payments, ending August 31, 2020. Discussion was also held regarding the timeframe that monies collected by the County are to be transferred to the Detroit Zoo per MCL 123.1180.

Grieco moved to receive and file the Treasurer's Report, as presented. Seconded by Cooper.

Motion carried.

PLANTE MORAN AUDIT UPDATE – TIMOTHY ST. ANDREW

Timothy St. Andrew, Auditor, Plante Moran, provided Authority members with an update report on the 2019 audit.

Grieco moved to receive and file the Plante Moran 2019 audit update report. Seconded by Kolo.

Motion carried.

BYLAWS AND ENGAGEMENT DICKINSON-WRIGHT

Discussion was held regarding formulating bylaws and engaging Dickinson-Wright as the legal firm for the Oakland County Zoological Authority. George Butler, Attorney, Dickinson-Wright, indicated that the firm would extend similar contract terms and conditions to the Zoological Authority as currently established with the Oakland County Public Transportation Authority. A bylaws workgroup was created with Mr. Kolo, Ms. Grieco, and Mr. Butler as members. The workgroup plans to meet prior to the next Authority meeting and will provide an update on the proposed plans for formulating Authority Bylaws.

Cooper moved to engage Dickinson-Wright as the legal firm for the Oakland County Zoological Authority. Seconded by Grieco.

Motion carried on a roll call vote with Draper II absent.

AUTHORITY BUDGET DISCUSSION – FISCAL YEAR 2020 & 2021

Hall moved approval of the budget for FY 2019/2020. Seconded by Cooper.

Motion carried on a roll call vote with Draper II absent.

Grieco moved approval of the budget for FY 2020/2021. Seconded by Hall.

Motion carried on a roll call vote with Draper II absent.

AUTHORITY MEETING CALENDAR

Grieco moved to receive and file the 2020/2021 Authority Meeting Calendar. Seconded by Kolo.

Motion carried on a roll call vote with John Draper II absent.

UPDATE FROM DZS BOARD MEMBERS ORIENTATION

Mr. Kolo provided a brief update report on the orientation for the Detroit Zoological Society (DZS) and indicated that the DZS retreat will be held Saturday, September 19, 2020, at 8:00 a.m. An update report on the retreat will be shared during the next meeting

COMMUNICATIONS

Ron Kagan, Executive Director and Chief Executive Officer, Detroit Zoological Society, indicated that the Detroit Zoo was hosting its first virtual “Sunset at the Zoo” event today at 7:00 p.m. A flyer will be sent to all Authority members.

OTHER BUSINESS

None.

ADJOURNMENT

The next meeting is scheduled for Thursday, November 19, 2020, at 9:00 a.m.

Grieco moved to adjourn the meeting. Seconded by Cooper.

Motion carried.

There being no further business to come before the Authority, the meeting was adjourned at 10:34 a.m.

Megan C. Sellers, Staff Assistant
Oakland County Board of Commissioners

Jennifer M. Grieco, Secretary
Oakland County Zoological Authority

NOTE: The foregoing minutes are subject to Authority approval.