

Fresno Chaffee Zoo
894 W. Belmont Avenue
Fresno, CA 93728

Fresno's Chaffee Zoo Corporation
Nominating Committee Meeting
Minutes

January 16, 2020 10:00 AM
Education Lab Conference Room

In Attendance

- Dr. Ed Gonzalez, Chair
- Dr. Emy Phillips
- Mr. Scott Barton

Absent

- Mr. Kyle Kirkland

Zoo Staff in attendance

- Steven Gonzales-Warkentin
- Dr. Lily Wachter
- Laura Martina

Meeting Commenced At: 10:06 AM

Item 02: Public Comment

There was no public present

Item 03: Chair Report

Dr. Gonzalez said that in the previous minutes it was stated that the Nominating Committee had a fourth member, who has since left the Board of Directors. The Nominating committee currently has three members. He asked the members present if the committee wanted to entertain a fourth member?

Dr. Gonzalez discussed the desire to have a meeting for anyone that may have upcoming vacancies. Scott stated that the Bylaws require two meetings a year, but have no reference to when these meetings must occur.

Item 03 Approve Nominating Meeting Minutes from 3/06/2019

Dr. Phillips made a motion to approve the minutes as presented and Dr. Gonzalez made a second. The motion passed unanimously.

Item 05: Approve Nominating Committee SPECIAL Meeting Minutes from 03/06/2019

Dr. Phillips made a motion to approve the minutes as presented and Dr. Gonzalez made a second. The motion passed unanimously.

Item 06: Consider 2020 Board of Directors Officer Recommendations

Dr. Gonzalez stated that the last Board Officer nominations occurred on March 6, 2019. The current officers had not yet served a full year, due to the later start at the beginning of the year. Both Dr. Phillips and Dr. Gonzalez stated they had not heard any current officers were looking to step down. Dr. Gonzalez believed that it would be best to keep the current officers in place. Dr. Phillips agreed. No action was taken.

Item 07: Old Business

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Dr. Gonzalez stated that previously, Mr. Saladino (former Nominating Committee Chair) had recommended expanding the board. However, Dr. Gonzalez said he believed it would be best to keep the Board of Directors at nine members, especially since three new members were just added in 2020. Dr. Gonzalez noted if the Board went up to eleven, then the majority of the board would have less than a year experience. Dr. Phillips stated that she agreed. Mr. Barton stated that he has heard from other Board Members that this would be their preference as well, to keep the Board at nine members.

Item 08 New Business

Mr. Barton requested that the Executive Assistant, Steven Gonzales-Warkentin's role with the Board be formalized to Assistant Secretary of the Board. He said this has been done in the past with Ms. Lisa Condoian and Ms. Jessica Rivas. Dr. Gonzalez and Dr. Phillips both agreed.

Dr. Gonzalez would like to draft a timeline for the year on when the Nominating Committee should meet. If the Board term starts on January first, then the Board Chair should receive notice of any Board Members looking to leave the Board. Dr. Gonzalez stated he would recommend using the Balanced Board Assessment tool to identify which skills would be missing should a Director depart. Dr. Gonzalez suggested that the Nominating Committee meet in September to begin the process of replacement of any exiting Directors. The goal would be to make recommendations to the Board at the November meeting and have any new Directors in place by January of the following year. The timeline would have any exiting Directors announce by August first. Interviews for replacements would begin September fifteenth. Nominating Committee would meet around November first to solidify recommendations. Dr. Gonzalez asked to keep of list of members of the community who had previously shown interest in being part of the Zoo Board.

Dr. Gonzalez asked if there were any other items to discuss under new business. Hearing none, the meeting adjourned at 10:48 AM.