



Minnesota State Zoological Board.
Zoo-Related Organizations Files.

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American Association of Zoological Parks and Aquariums

EXECUTIVE OFFICE AT OGLEBAY PARK, WHEELING, WV 26003 · 1698 (304) 242-2160

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Director
Henry Doorly Zoo

8 April 1986

Mr. Steve Iserman, Director
Minnesota Zoological Garden
12101 Johnny Cake Ridge Road
Apple Valley, MN 55124

Dear Steve:

We are very pleased to add to the congratulations you received from Accreditation Commission Chairman David Zucconi upon receiving Reaccreditation.

We are enclosing the reevaluation report prepared by George Felton during his visit.

Warm regards,

AMERICAN ASSOCIATION OF
ZOOLOGICAL PARKS AND AQUARIUMS

Robert O. Wagner
Executive Director

ROW/jkw

Enclosure

Copies to: AAZPA Accreditation Commission
George Felton

AAZPA ACCREDITATION COMMISSION

REEVALUATION FORM

Name of Institution Minnesota Zoological Garden

Director or Chief Administrator Stephen A. Iserman

Veterinarian Frank Wright, DVM (Full-Time)
(Part-Time)

Current Annual Operating Budget
(exclusive of capital improvements) \$6,147,000

Current Budget for Capital Improvements \$ 690,000

Number of full-time employees included in the institution's annual operating budget
(not including federally funded special work programs) 146.0 FTE

Number of full-time employees on federally funded programs 1.5 FTE

Total number of full-time employees 147.5 FTE

Of this number, how many are involved in direct animal care programs? 45 FTE

Substantial change in number of employees since Accreditation + _____
* - 17.5 FTE

Cumulative total of capital expenditures since Accreditation \$2,418,794

Include here the annual attendance figures of the institution for the last three years

FY (1983) 825,262 FY (1984) 900,855 FY (1985) 928,372

New programs or projects undertaken by the institution since Accreditation:

Formal research programs; in-house bird shows; Outfitters post; in-house membership program; in-house continuing education program; Zooschool; fundraising; SSP participation.

In your opinion, is the institution's educational program commensurate with the size of the facility? Yes No

** Are the levels of animal management and husbandry programs of this institution professionally acceptable? Yes No

Comments: **Included with this report is the last two(2) VS 18-8 forms from USDA veterinarian. These forms were filled out by a new veterinarian for this area under the supervision of his superiors from another state and in my opinion was totally over zealous in his inspection. I personally checked

(Attachment)

DEC 2 1985

Include here the total specimens and species held by the institution for each of the last three years (1984) 1751 specimen 352 species

(1983) 1,302 specimen 301 species (1982) 1,196 specimen 321 species

Comments: _____

Is the institution involved in cooperative animal breeding programs with other institutions? Yes XXXX No _____

***Comments: Lists attached of SSP participation and loan agreements

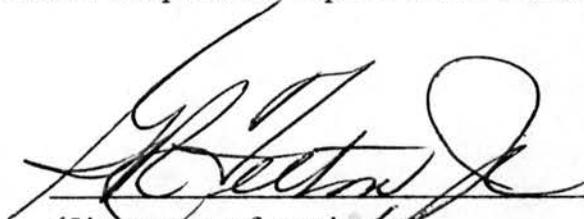
In your opinion, has the institution addressed the areas of concern pointed out by the original Accreditation Visiting Committee? Yes XXXX No _____

Comments: Although there is still an apparent lack of storage space in some areas every effort has been made to see to it that all work areas, corridors and other such spaces have been cleared of all clutter.

In your opinion, does this institution continue to be Accreditable by the AAZPA? Yes XXXX No _____

Comments: * Change in number of employees due to change in type of security procedures changed from security guards at night to the use of already available maintenance engineers.

Please attach copies of the two most recent inspection report forms issued by the USDA, Animal Welfare Act.


(Signature of reviewer)

11/25/85
(Date)

ATTACHMENT

** ANIMAL MANAGEMENT & HUSBANDRY:

each of the violations and with exception of a few which the Minnesota Zoo maintenance staff was working at that time to correct, such as the necessary painting, found many of them to be unreasonable. Some of these were such things as the use of wooden walls in hoofstock management areas, standing water in moose yard, wolverines chewing on a rubber bowl which it was given basically for that reason, peeling paint in non-management areas and rust on angle iron door stops in the musk ox management area. All of these were written up along with other items found to be equally unjustified. For the above reasons when Kris Vehrs, Robert Wagner, Don Bruning and myself visit with Dr. Crawford in Washington early in the month of December we will discuss these items and others with him. I am suggesting that the largest part of the inspection be disregarded by the Accreditation Commission as it pertains to the re-accreditation of the Minnesota Zoo.

COOPERATIVE ANIMAL BREEDING PROGRAMS

*** SSP involvement includes:

- Mongolian Horse
- Siberian Tiger
- Small Clawed Otter
- Bali Mynah
- Lion-tailed Macaque
- Malayan Tapir

This is one of the finer institution in this country and it's span of exhibits and internal growth is continually moving forward. The graetest change which has taken place recently is the fact that the 1985 State Legislation took the first steps to phase the Minnesota Zoo out of State government, procurement, finance and personnel. Removal from these systems will produce a more efficient and effective zoo operation. The changes made reflect a positive attitude of support and recognition of the importance of the Minnesota Zoo to the State.

Include here the total specimens and species held by the institution for each of the last three years (1984 1,751 specimens 352 species

(1983) 1,302 specimens 301 species (1982) 1,196 specimens 321 species

Comments: _____

Is the institution involved in cooperative animal breeding programs with other institutions? Yes No

Comments: Lists attached of SSP participation; loan activities

In your opinion, has the institution addressed the areas of concern pointed out by the original Accreditation Visiting Committee? Yes No

Comments: _____

In your opinion, does this institution continue to be Accreditable by the AAZPA? Yes No

Comments: _____

Please attach copies of the two most recent inspection report forms issued by the USDA, Animal Welfare Act.

(Signature of reviewer)

(Date)

COOPERATIVE PROGRAMS/SSP

SSP Involvement

Mongolian horse

Siberian tiger

Small clawed otter

Bali mynah

Lion-tailed macaque

We have also participated in SSPs for Malayan tapir and crocodiles.

Status as
of 11-21-85

MZG OWNER (LOANS OUT)

John Lewis has not
yet reviewed

SPECIES	ID #	RECIPIENT
Kestrel	749 750	Bismarck
Victoria-crowned pigeon	1303 1569	St. Louis
Screech owl	659	Bismarck
Orange-bellied leafbird	3118	Dallas
Fairy bluebird	1023	Denver
Rothschilds mynah	1740 1741 1742	G. Meinert
Bat (<u>Artibeus jamaicensis</u>)	2145 2146 2159 2160 2163 2164	Duluth
Bat (<u>Artibeus lituratus</u>)	2186 2187 2189 2190 2191 2192	Duluth
Slow loris	1191 1196	Audubon Park Zoo, New Orleans, LA
Japanese macaque	375 401 404 405 2366 2502 2899 3796 3814	Des Moines
White-cheeked gibbon	93	Riverbanks
Sloth bear	775	Oklahoma
Sloth bear	817 2836	National Zoological Park

MZG OWNER (LOANS OUT)

SPECIES	ID #	RECIPIENT
Badger	144	Los Angeles Zoo
Small-clawed otter	904	Brownsville, TX
North American river otter	406	Miller Park Zoo
	2114	Art Englebrecht
	2115	
Leopard cat	1674	Jane Baetjer
	1675	Montgomery Zoo
Lynx	2507	Knoxville
	2509	
Clouded leopard	1469	Portland
	2385	Little Rock
	3134	Alexandria
Przewalski horse	596	National Zoological Prk
	2405	
Bactrian camel	3	National Zoological Park
	6	
	7	
	2586	
	2587	
	3700	
Pronghorn	4475	Wheeling, WV

ON LOAN TO MZG

SPECIES	ID #	OWNER
King cobra	4341	Bronx
	4342	
Trumpeter swan	442	Hennepin County
	957	
Nicobar pigeon	1411	Lincoln Park Zoo
	1412	
	1413	
	1414	
	2200	
	3438	
Green-winged dove	4299	Dallas
Celebes ape	608	Brookfield Zoo
	609	
	610	
	2744	
	3228	
	3239	
	3247	
	3783	
	3807	
4549		
Langur	2981	Brookfield
Sloth bear	1331	National Zoological Park
	2831	
Wolverine	3193	Los Angeles Zoo
Wolverine	4138	Detroit
Spotted leopard	305	Cleveland
Siberian tiger	711	St. Louis
Przewalski horse	592	National Zoological Park
	597	
	598	
	599	
	1094	Bronx
	1095	
	1746	National Zoological Park
	2825	Brookfield
	3289	Brookfield
	3659	National Zoological Park
	3799	National Zoological Park ?
	3820	Brookfield ?
	3990	National Zoological Park ?

ON LOAN TO MZG

SPECIES	ID #	OWNER
Malay chevrotain	2277	Bronx
	2278	
	4485	
False gavial	508	Baltimore
	795	Buffalo
	470	Western Zoological

CAPITAL EXPENDITURES SINCE SEPTEMBER 1980

Equipment

(Totals taken from year-end operating budget
financial reports)

FY85	\$ 32,100
FY84	55,531
FY83	43,520
FY82	64,466
FY81	<u>34,410</u>

\$ 230,027

Fixed Assets - Building Improvements

(All improvements 1980-84 from 6/30/84 report)

1,863,192

FY85 Gift Fund Expenditures

Picnic area	\$ 801
Wallaby exhibit	1,807
Nocturnal/cobra exhibits	11,682
Cheetah exhibit	9,301
MN Fish exhibits	<u>715</u>

24,306

Foundation Grants

Computer purchase (Biol. Prog)	\$ 16,860
Computer software (ISIS)	1,000
Office equipment ISIS	750
Microcomputer	1,374
Apple LQ Printer	1,995
Kapro Model 4 computer ISIS	1,870
Tiger Pier	118,000
ISIS software development (570+5,137)	5,707
ISIS office equipment	411
MN Trail well (3,936 from Em Eq)	11,092
NT horse/camel fencing	<u>14,961</u>

174,020

Major Maintenance List Projects

Snow removal equipment	\$ 12,539
Commissary van	4,672
Public seating	5,376
Lunch tables	5,088
Radios/repeater system	11,033
Aquarium lighting	7,137
Van	7,994
Prairie dog glass	448
Acid storage building	2,500
Yard storage area	5,865
Fork lift purchase	10,900
Picnic shelter	17,000
X-ray processor	5,000
Bobcat	26,530
Surgical instruments	724
Two way radios	<u>4,443</u>

127,249

TOTAL

\$2,418,794

U.S. DEPARTMENT OF AGRICULTURE
ANIMAL AND PLANT HEALTH INSPECTION SERVICE

INSPECTION OF ANIMAL FACILITIES, SITES OR PREMISES

1. LICENSE NO. OR REGISTRATION NO. 41C-19	2. PAGE 1
4. DATE OF THIS INSPECTION 8/27/85	5. TIME 11:00 am
6. DATE OF LAST INSPECTION 7/18/85	7. TIME 10:20 am

3. TYPE ("X" one)

EXHIBITOR LICENSED DEALER HOLDING FACILITY

REGISTERED RESEARCH FACILITY REGISTERED RESEARCH SITE

OTHER (Specify)

8. NAME AND MAILING ADDRESS OF RESEARCH FACILITY, SITE, ZOO, CIRCUS, DEALER OR OTHER

**Minnesota Zoological Gardens
12101 Johnny Cake Ridge Rd.
Apple Valley, MN 55124**

9. LOCATION OR ADDRESS OF PREMISES AT TIME OF THIS INSPECTION (If different from Item 8)

10. NAME AND ADDRESS OF VETERINARIAN FOR FACILITY, SITE OR PREMISE

Dr. Douglas Armstrong

11. HAS A PROGRAM OF VETERINARY MEDICAL CARE AND EUTHANASIA BEEN PLANNED WITH REGISTRANT'S OR LICENSEE'S CONSULTING VETERINARIAN, AND WRITTEN PLANS SUBMITTED TO THE USDA VETERINARIAN IN CHARGE?

Yes No (If "NO", give reason)

12. NO. DOGS AND CATS LISTED ON VS FORM 18-5 THIS DATE	DOGS	CATS	CAPTIVE WILD ANIMALS (Specify)													
	A	B	C PRIMATES	D GUINEA PIGS	E HAMSTERS	F RABBITS	G Whales	H Dolphins	I	J	K	L	M Small Mammals	N Large Mammals	O Cats	P Hoof Stock
			58	3		13	2	2					311	39	154	

STANDARDS - "X" if adequate; CIRCLE if deficient (explain in Item 49); NA if not applicable.

FACILITIES	GENERAL	INDOOR	OUTDOOR	PRIMARY ENCLOSURES	ANIMAL HEALTH AND HUSBANDRY	TRANSPORTATION	COMPLIANCE WITH REGULATIONS		EXPLAIN IF „NO..			
							YES	NO				
14. Structural Strength	3.1	3.1	X 3.76	X 3.25	3.25	X 3.60	X 3.101	X		3.125	O	O
15. Water and electric power	3.1	3.1	X 3.76	X 3.25	3.25	X 3.50	X 3.101	X		X 3.25	X	X
16. Storage of food & bedding	3.1	3.1	O 3.75	X 3.25	3.25	O 3.50	3.10	O		3.125	O	O
17. Waste Disposal	3.1	3.1	X 3.75	X 3.25	3.25	X 3.50	X 3.101	X		X 3.25	X	X
18. Washrooms and sinks	3.1	3.1	X 3.76	X 3.25	3.25	X 3.50	X 3.101	X		X 3.25	X	X
19. Heating and temperature	3.2	3.2	X 3.76	X 3.26	3.26	X 3.51	X 3.102	X		X 3.26	X	X
20. Ventilation	3.2	3.2	X 3.76	X 3.26	3.26	X 3.51	X 3.108	X		X 3.26	X	X
21. Lighting	3.2	3.2	X 3.76	X 3.26	3.26	X 3.51	X 3.102	X		X 3.26	X	X
22. Interior surfaces	3.2	3.2	O 3.76	O 3.26	3.26	O 3.51	X 3.101					
23. Drainage	3.2	3.2	X 3.76				X 3.101	X		X 3.26	X	X
24. Shelter from sunlight	3.3	3.3	X 3.77	NA		X 3.52	X 3.103	X		X 3.27	X	X
25. Shelter from rain or snow	3.3	3.3	X 3.77	NA		X 3.52	X 3.103	X		X 3.27	X	X
26. Shelter from cold weather	3.3	3.3	X 3.77	NA		X 3.52	X 3.103	X		X 3.27	X	X
27. Drainage	3.3	3.3	X 3.77	NA		X 3.52	X 3.101	X		X 3.27	X	O
28. General requirements	3.4	3.4	X 3.78	X 3.28	3.28	X 3.53	X 3.104			X 3.25		
29. Protection from predators	3.4	3.4	X 3.78			X 3.52	X 3.104					
30. Additional requirements		3.4				X 3.52	X 3.104					
31. Space requirements	3.4	3.4	X 3.78	X 3.28	3.28	X 3.53	X 3.104	X		X 3.28	X	X
32. Feeding	3.5	3.5	X 3.79	X 3.29	3.29	X 3.54	X 3.105	X		X 3.29	X	X
33. Watering	3.6	3.6	X 3.80	X 3.30	3.30	X 3.55	X 3.106	X		X 3.30	O	O
34. Sanitation	3.7	3.7	X 3.81	X 3.31	3.31	X 3.56	X 3.107	X		X 3.31	X	X
35. Cleaning	3.7	3.7	X 3.81	X 3.31	3.31	X 3.56	X 3.107	X		X 3.31	X	X
36. Housekeeping	3.7	3.7	X 3.81	X 3.31	3.31	X 3.56	X 3.107	X		X 3.31	X	X
37. Pest Control	3.7	3.7	X 3.81	X 3.31	3.31	X 3.56	X 3.107	X		X 3.31	O	X
38. Employees	3.8	3.8	X 3.82	X 3.32	3.32	X 3.57	X 3.108	X		X 3.32	X	X
39. Classification & Separation	3.9	3.9	X 3.83	X 3.33	3.33	X 3.58	X 3.109	X		X 3.33	X	X
40. Veterinary Care	3.10	3.10	X 3.84	X 3.34	3.34	X 3.59	X 3.110	X		X 3.34	X	X
41. Handling							X 3.111	X		X 3.35	X	X
42. Vehicles	3.13	3.13	NA	NA	3.37	NA	NA	NA		NA	NA	NA
43. Transport Enclosures	3.12	3.12	NA	NA	3.36	NA	NA	NA		NA	NA	NA
44. Food and Water	3.14	3.14	NA	NA	3.38	NA	NA	NA		NA	NA	NA
45. Care in transit	3.15	3.15	NA	NA	3.39	NA	NA	NA		NA	NA	NA

46. Is identification of animals being conducted in compliance with Section 2.50 of the regulations? **NA**

47. Are records being kept in the manner prescribed in Sections 2.75 and 2.76 of the regulations? **X**

48. Are dogs and cats being held the number required in Section 2.101 of the regulations? **NA**

U.S. DEPARTMENT OF AGRICULTURE
ANIMAL AND PLANT HEALTH INSPECTION SERVICE

INSPECTION OF ANIMAL FACILITIES, SITES OR PREMISES

3. TYPE ("X" one)
 EXHIBITOR LICENSED DEALER HOLDING FACILITY
 REGISTERED RESEARCH FACILITY REGISTERED RESEARCH SITE
 OTHER (Specify)

1. LICENSE NO. OR REGISTRATION NO. **41C-19** 2. PAGE **3**
 4. DATE OF THIS INSPECTION **8/12/85** 5. TIME **11:00 am**
 6. DATE OF LAST INSPECTION **7/18/85** 7. TIME **10:20 am**

8. NAME AND MAILING ADDRESS OF RESEARCH FACILITY, SITE, ZOO, CIRCUS, DEALER OR OTHER
**Minnesota Zoological Gardens
 12101 Johnny Cake Ridge Road
 Apple Valley, MN 55124**

9. LOCATION OR ADDRESS OF PREMISES AT TIME OF THIS INSPECTION (If different from Item 8)

10. NAME AND ADDRESS OF VETERINARIAN FOR FACILITY, SITE OR PREMISE
Dr. Douglas Armstrong

11. HAS A PROGRAM OF VETERINARY MEDICAL CARE AND EUTHANASIA BEEN PLANNED WITH REGISTRANT'S OR LICENSEE'S CONSULTING VETERINARIAN, AND WRITTEN PLANS SUBMITTED TO THE USDA VETERINARIAN IN CHARGE?
 Yes No (If "NO", give reason)

12. NO. DOGS AND CATS LISTED ON VS FORM 18-5 THIS DATE	DOGS		CATS		C	D	E	F	G	H	I	J	K	L	13. NO. ANIMALS INSPECTED THIS DATE				
	A	B	PRIMATES	GUINEA PIGS											HAMSTERS	RABBITS	Other	Delphin	Other
					50	3	1	13	2	3						511	29	154	

STANDARDS - "X" if adequate; CIRCLE if deficient (explain in Item 49); NA if not applicable.

FACILITIES	GENERAL	INDOOR	OUTDOOR	PRIMARY ENCLOSURES	ANIMAL HEALTH AND HUSBANDRY	TRANSPORTATION	COMPLIANCE WITH REGULATIONS		EXPLAIN IF "NO.."
							YES	NO	
14. Structural Strength	3.1	3.1	3.75	3.25	3.50	3.101	X		3.125
15. Water and electric power	3.1	3.1	3.75	3.25	3.50	3.101	X		3.126
16. Storage of food & bedding	3.1	3.1	3.75	3.25	3.50	3.101	X		3.125
17. Waste Disposal	3.1	3.1	3.75	3.25	3.50	3.101	X		3.125
18. Washrooms and sinks	3.1	3.1	3.75	3.25	3.50	3.101	X		3.126
19. Heating and temperature	3.2	3.2	3.76	3.26	3.51	3.102	X		3.126
20. Ventilation	3.2	3.2	3.76	3.26	3.51	3.102	X		3.126
21. Lighting	3.2	3.2	3.76	3.26	3.51	3.102	X		3.126
22. Interior surfaces	3.2	3.2	3.76	3.26	3.51	3.101	X		3.126
23. Drainage	3.2	3.2	3.76			3.101	X		3.126
24. Shelter from sunlight	3.3	3.3	3.77	NA	NA	3.103	X		3.127
25. Shelter from rain or snow	3.3	3.3	3.77	NA	NA	3.103	X		3.127
26. Shelter from cold weather	3.3	3.3	3.77	NA	NA	3.103	X		3.127
27. Drainage	3.3	3.3	3.77	NA	NA	3.101	X		3.127
28. General requirements	3.4	3.4	3.78	NA	NA	3.104	X		3.128
29. Protection from predators	3.4	3.4	3.78			3.104	X		3.128
30. Additional requirements		3.4				3.104	X		3.128
31. Space requirements	3.4	3.4	3.78	3.28	3.28	3.104	X		3.128
32. Feeding	3.5	3.5	3.79	3.29	3.29	3.105	X		3.129
33. Watering	3.6	3.6	3.80	3.30	3.30	3.106	X		3.129
34. Sanitation	3.7	3.7	3.81	3.31	3.31	3.107	X		3.131
35. Cleaning	3.7	3.7	3.81	3.31	3.31	3.107	X		3.131
36. Housekeeping	3.7	3.7	3.81	3.31	3.31	3.107	X		3.131
37. Pest Control	3.7	3.7	3.81	3.31	3.31	3.107	X		3.131
38. Employees	3.8	3.8	3.82	3.32	3.32	3.108	X		3.132
39. Classification & Separation	3.9	3.9	3.83	3.33	3.33	3.109	X		3.133
40. Veterinary Care	3.10	3.10	3.84	3.34	3.34	3.110	X		3.134
41. Handling						3.111	X		3.135
42. Vehicles	3.13	3.13	NA	NA	3.37	NA	NA	NA	NA
43. Transport Enclosures	3.12	3.12	NA	NA	3.36	NA	NA	NA	NA
44. Food and Water	3.14	3.14	NA	NA	3.38	NA	NA	NA	NA
45. Care in transit	3.15	3.15	NA	NA	3.39	NA	NA	NA	NA

16. Is identification of animals being conducted in compliance with Section 2.50 of the regulations? **NA**

17. Are records being kept in the manner prescribed in Sections 2.75 and 2.76 of the regulations? **X**

18. Are dogs and cats being held the number of days required in Section 2.101 of the regulations? **NA**

(27) Drainage 3.127

Moose holding - Standing water in spill area near water container
 Correction - Area needs to be filled in to rapidly eliminate water 1/1

Camel and Mengel horse holding - Deficiencies cited in report of inspection on 7/18/85. The deficiencies are in the process of being corrected and the date for completion has been extended to 10/15/85

(33) Watering (3.130) ~~3.130~~

Busbox, Tigers - Deficiencies cited in report of inspection on 7/18/85. Date for completion 9/25/85

(37) Pest Control (3.131)

Clouded Leopard holding - Numerous live cockroaches on floors of holding area and hallway outside
 Correction - A better pest control program needs to be established by 9/25/85

Reinspection of deficiencies from inspection on 7/18/85

(22) Interior surfaces - Macaques - Damaging resting boards replaced
 General Food Prep Room - All deficiencies corrected
 Childrens Zoo - All deficiencies corrected

(40) Veterinary Care - Room 12C All outdated drugs disposed of

(16) Storage of Food and Bedding - Bedding has been placed on pallets (Room G03A)

(32) Feeding - Tigers - All deficiencies corrected

(33) Watering - Dolphins - All deficiencies corrected

(34, 35, 36) Sanitation, Cleaning, Housekeeping - All deficiencies corrected

(37) Pestcontrol - General Food Prep Room - All deficiencies corrected

50. PREPARED BY (Signature) W J Hartmann	51. DATE 8/29/85	52. OFFICIAL STATION St. Paul, MN
53. COPY OF INSPECTION REPORT RECEIVED (Signature) John R. Lewis	54. TITLE Asst Director	55. DATE 9/6/85
56. COMMENTS OR INSTRUCTIONS BY REVIEWER (Include corrective action taken on deficiencies at last inspection)		

57. REVIEWED BY (Signature)	58. TITLE	59. DATE
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All Hens converted

U.S. DEPARTMENT OF AGRICULTURE
ANIMAL AND PLANT HEALTH INSPECTION SERVICE

INSPECTION OF ANIMAL FACILITIES, SITES OR PREMISES

1. LICENSE NO. OR REGISTRATION 41C-19	2. PAGE 1
4. DATE OF THIS INSPECTION 7-18-85	5. TIME 10:20 AM
6. DATE OF LAST INSPECTION 9-19-84	7. TIME 9 AM

3. TYPE ("X" one)
 EXHIBITOR LICENSED DEALER HOLDING FACILITY
 REGISTERED RESEARCH FACILITY REGISTERED RESEARCH SITE
 OTHER (Specify)

8. NAME AND MAILING ADDRESS OF RESEARCH FACILITY, SITE, ZOO, CIRCUS, DEALER OR OTHER
Minnesota Zoological Gardens
12101 Johnny Cake Ridge Rd
Apple Valley, MN 55124

9. LOCATION OR ADDRESS OF PREMISES AT TIME OF THIS INSPECTION (If different from Item 8)

10. NAME AND ADDRESS OF VETERINARIAN FOR FACILITY, SITE OR PREMISE
Dr Douglas Armstrong

11. HAS A PROGRAM OF VETERINARY MEDICAL CARE AND EUTHANASIA BEEN PLANNED WITH REGISTRANT'S OR LICENSEE'S CONSULTING VETERINARIAN, AND WRITTEN PLANS SUBMITTED TO THE USDA VETERINARIAN IN CHARGE?
 Yes No (If "NO", give reason)
Will be requested

12. NO. DOGS AND CATS LISTED ON VS FORM 18-5 THIS DATE	DOGS	CATS	PRIMATES	GUINEA PIGS	HAMSTERS	RABBITS	GUILTY	D/D	I	J	K	L	13. NO. ANIMALS INSPECTED THIS DATE														
	A	B											C	D	E	F	G	H	I	J	K	L	M	N	O	P	
														59				13	2	2					330	33	158

STANDARDS - "X" if adequate; CIRCLE if deficient (explain in Item 49); NA if not applicable.

FACILITIES	NO.	DESCRIPTION	3.1	3.2	3.3	3.4	3.5	3.6	3.7	3.8	3.9	3.10	3.11	3.12	3.13	3.14	3.15	CAPTIVE WILD ANIMALS (Specify)			
																		Small Mammals	Large Cats	Other F	Snake
GENERAL	14.	Structural Strength	3.1	3.1	X	3.25	3.25	X	X	X									X	X	X
	15.	Water and electric power	3.1	3.1	X	3.25	3.25	X	X	X									X	X	X
	16.	Storage of food & bedding	3.1	3.1	3.75	3.25	3.25	3.50	3.101										3.125		
	17.	Waste Disposal	3.1	3.1	X	3.25	3.25	3.50	3.21	X									X	X	X
	18.	Washrooms and sinks	3.1	3.1	X	3.25	3.25	3.60	3.21	X									X	X	X
	19.	Heating and temperature	3.2	3.2	X	3.26	3.26	3.51	3.22	X									X	X	X
	20.	Ventilation	3.2	3.2	X	3.26	3.26	3.51	3.22	X									X	X	X
	21.	Lighting	3.2	3.2	X	3.26	3.26	3.51	3.22	X									X	X	X
INDOOR	22.	Interior surfaces	3.2	3.2	3.76	3.26	3.26	3.51	3.101												
	23.	Drainage	3.2	3.2	X					X									X	X	X
	24.	Shelter from sunlight	3.3	3.3	X	3.27				X									X	X	X
	25.	Shelter from rain or snow	3.3	3.3	X	3.27				X									X	X	X
	26.	Shelter from cold weather	3.3	3.3	X	3.27				X									X	X	X
	27.	Drainage	3.3	3.3	X	3.27				X									X	X	X
OUTDOOR	28.	General requirements	3.4	3.4	X	3.28	3.28	3.52	3.24									X	X	X	
	29.	Protection from predators	3.4	3.4	X					X									X	X	X
	30.	Additional requirements		3.4						X									X	X	X
	31.	Space requirements	3.4	3.4	X	3.28	3.28	3.53	3.24	X									X	X	X
PRIMARY ENCLOSURES	32.	Feeding	3.5	3.5	X	3.29	3.29	3.54	3.20	X								X	X	X	
	33.	Watering	3.6	3.6	X	3.30	3.30	3.55	3.26	X									X	X	X
	34.	Sanitation	3.7	3.7	3.81	3.31	3.31	3.56	3.107										3.131		
	35.	Cleaning	3.7	3.7	3.81	3.31	3.31	3.56	3.107										3.131		
	36.	Housekeeping	3.7	3.7	3.81	3.31	3.31	3.56	3.107										3.131		
	37.	Pest Control	3.7	3.7	3.81	3.31	3.31	3.56	3.107										3.131		
	38.	Employees	3.8	3.8	X	3.32	3.32	3.57	3.108	X									X	X	X
	39.	Classification & Separation	3.9	3.9	X	3.33	3.33	3.58	3.109	X									X	X	X
	40.	Veterinary Care	3.10	3.10	3.84	3.34	3.34	3.59	3.110										3.134		
	41.	Handling							3.111										X	X	X
	TRANSPORTATION	42.	Vehicles	3.13	3.13	NA	3.37	3.37	NA	NA	NA								NA	NA	NA
43.		Transport Enclosures	3.12	3.12	NA	3.36	3.36	NA	NA	NA									NA	NA	NA
44.		Food and Water	3.14	3.14	NA	3.38	3.38	NA	NA	NA									NA	NA	NA
45.		Care in transit	3.15	3.15	NA	3.39	3.39	NA	NA	NA									NA	NA	NA
46.		Is identification of animals being conducted in compliance with Section 2.50 of the regulations?																			
47.	Are records being kept in the manner prescribed in Sections 2.75 and 2.76 of the regulations?																				
48.	Are dogs and cats being held the number of days required in Section 2.101 of the regulations?																				

COMPLIANCE WITH REGULATIONS YES NO EXPLAIN IF "NO.."
 46. Is identification of animals being conducted in compliance with Section 2.50 of the regulations? NA
 47. Are records being kept in the manner prescribed in Sections 2.75 and 2.76 of the regulations? ✓
 48. Are dogs and cats being held the number of days required in Section 2.101 of the regulations? 1/1

22 Interior Surfaces 3.76, 31.01, 351

Managers - Resting boards deteriorating, surfaces chipped and not substantially impervious to moisture & readily sanitizable

Remove, repair or replace ~~7/25/85~~ Done

Walls - paint worn off - repaint by ~~7/25/85~~ Done
Celebras

concrete walls and ceiling - pitted, not readily sanitizable due to small holes in surface

Repair or resurface so that is smooth, substantially impervious to moisture and readily sanitizable
~~(A letter of intent to follow)~~ ~~7/25/85~~

A115 A16A Hallway in Quarantine Bldg ~~7/25/85~~

paint peeling off ceiling - dirt being coming loose
Repair or replace by ~~7/25/85~~ Done

Food Preparation Room

Unwashed plywood shelf over sink - board coming apart

Repair, replace or remove by ~~7/25/85~~ Done

Children's Zoo

Wash scale - top + base - rusty plastic cutting board - pitted

Butcher block table top - missing unglued

Food prep table - paint peeling on surface

Repair, replace or remove by ~~7/25/85~~ Done

40 Veterinary Care 3.84, 3.59, 3.110, 3.134
Room 120

out of date drugs on shelves by ~~7/25/85~~ within 30 days

0. PREPARED BY (Signature) Janet Blayem ACS	51. DATE 7-19-85	52. OFFICIAL STATION F116 Hall TX
3. COPY OF INSPECTION REPORT RECEIVED (Signature) John K. Jones	54. TITLE Director Animal Program	55. DATE 7/25/85

6. COMMENTS OR INSTRUCTIONS BY REVIEWER (Include corrective action taken on deficiencies at last inspection)

7. REVIEWED BY (Signature)	58. TITLE	59. DATE
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U.S. DEPARTMENT OF AGRICULTURE
ANIMAL AND PLANT HEALTH INSPECTION SERVICE
INSPECTION OF ANIMAL FACILITIES, SITES OR PREMISES

1. LICENSE OR REGISTRATION NO. **41C-19** 2. PAGE **2**
 4. DATE OF THIS INSPECTION **7/18/85** 5. TIME **10:20 am**
 6. DATE OF LAST INSPECTION **9/19/84** 7. TIME **9 am**

3. TYPE ("X" one)
 EXHIBITOR LICENSED DEALER HOLDING FACILITY
 REGISTERED RESEARCH FACILITY REGISTERED RESEARCH SITE
 OTHER (Specify)

8. NAME AND MAILING ADDRESS OF RESEARCH FACILITY, SITE, ZOO, CIRCUS, DEALER OR OTHER
**Minnesota Zoological Gardens
 1201 Johnny Cake Ridge Road
 Apple Valley, MN 55124**

9. LOCATION OR ADDRESS OF PREMISES AT TIME OF THIS INSPECTION (If different from Item 8)

10. NAME AND ADDRESS OF VETERINARIAN FOR FACILITY, SITE OR PREMISE
Dr. Douglas Armstrong

11. HAS A PROGRAM OF VETERINARY MEDICAL CARE AND EUTHANASIA BEEN PLANNED WITH REGISTRANT'S OR LICENSEE'S CONSULTING VETERINARIAN, AND WRITTEN PLANS SUBMITTED TO THE USDA VETERINARIAN IN CHARGE?
 Yes No (If "NO", give reason)
Will be requested

12. NO. DOGS AND CATS LISTED ON VS FORM 18-5 THIS DATE

DOGS A	CATS B	PRIMATES C	GUINEA PIGS D	HAMSTERS E	RABBITS F	Whales G	Dolphins H	CAPTIVE WILD ANIMALS (Specify)										
								I	J	K	L	Small Mammals	Large Mammals	Cats	Dogs	Stock		
		59			13	2	2								330	33	158	

13. NO. ANIMALS INSPECTED THIS DATE

STANDARDS - "X" if adequate; CIRCLE if deficient (explain in Item 49); NA if not applicable.

FACILITIES	GENERAL	INDOOR	OUTDOOR	PRIMARY ENCLOSURES	ANIMAL HEALTH AND HUSBANDRY	TRANSPORTATION	COMPLIANCE WITH REGULATIONS		EXPLAIN IF "NO.."										
							YES	NO											
FACILITIES	14. Structural Strength	3.1	3.1	3.75	3.25	3.25	3.59	3.101	X						3.125	X	X		
	15. Water and electric power	3.1	3.1	3.75	3.25	3.25	3.59	3.101	X						3.125	X	X		
	16. Storage of food & bedding	3.1	3.1	3.75	3.25	3.25	3.59	3.101	O						3.125	O	O		
	17. Waste Disposal	3.1	3.1	3.75	3.25	3.25	3.59	3.101	X						3.125	X	X		
	18. Washrooms and sinks	3.1	3.1	3.75	3.25	3.25	3.59	3.101	X						3.125	X	X		
	19. Heating and temperature	3.2	3.2	3.75	3.26	3.26	3.51	3.102	X						3.126	X	X		
	20. Ventilation	3.2	3.2	3.75	3.26	3.26	3.51	3.102	X						3.126	X	X		
	21. Lighting	3.2	3.2	3.75	3.26	3.26	3.51	3.102	X						3.126	X	X		
	22. Interior surfaces	3.2	3.2	3.76	3.26	3.26	3.51	3.101											
	23. Drainage	3.2	3.2	3.76				3.101	X						3.126	X	O		
	24. Shelter from sunlight	3.3	3.3	3.77	3.27		3.52	3.103	X						3.127	X	X		
	25. Shelter from rain or snow	3.3	3.3	3.77	3.27		3.52	3.103	X						3.127	X	X		
	26. Shelter from cold weather	3.3	3.3	3.77	3.27		3.52	3.103	X						3.127	X	X		
	27. Drainage	3.3	3.3	3.77	3.27		3.52	3.101	X						3.127	X	X		
	PRIMARY ENCLOSURES	28. General requirements	3.4	3.4	3.78	3.28	3.28	3.53	3.104						3.128				
		29. Protection from predators	3.4	3.4	3.78			3.52											
		30. Additional requirements		3.4				3.52	3.104										
	31. Space requirements	3.4	3.4	3.78	3.28	3.28	3.53	3.104	X						3.128	X	X		
	ANIMAL HEALTH AND HUSBANDRY	32. Feeding	3.5	3.5	3.79	3.29	3.29	3.54	3.106	X					3.129	X	O		
		33. Watering	3.6	3.6	3.80	3.30	3.30	3.56	3.106	O					3.130	O	O		
		34. Sanitation	3.7	3.7	3.81	3.31	3.31	3.56	3.107	O					3.131	O	O		
		35. Cleaning	3.7	3.7	3.81	3.31	3.31	3.56	3.107	O					3.131	O	O		
		36. Housekeeping	3.7	3.7	3.81	3.31	3.31	3.56	3.107	O					3.131	O	O		
		37. Pest Control	3.7	3.7	3.81	3.31	3.31	3.56	3.107	O					3.131	O	O		
		38. Employees	3.8	3.8	3.82	3.32	3.32	3.57	3.108	X					3.132	X	X		
		39. Classification & Separation	3.9	3.9	3.83	3.33	3.33	3.58	3.109	X					3.133	X	X		
		40. Veterinary Care	3.10	3.10	3.84	3.34	3.34	3.59	3.110	O					3.134	O	O		
41. Handling								3.111						3.135	X	X			
TRANSPORTATION	42. Vehicles	3.13	3.13	NA	NA	3.37	NA	NA	NA					NA	NA	NA			
	43. Transport Enclosures	3.12	3.12	NA	NA	3.36	NA	NA	NA					NA	NA	NA			
	44. Food and Water	3.14	3.14	NA	NA	3.38	NA	NA	NA					NA	NA	NA			
	45. Care in transit	3.15	3.15	NA	NA	3.39	NA	NA	NA					NA	NA	NA			

46. Is identification of animals being conducted in compliance with Section 2.50 of the regulations? **NA**

47. Are records being kept in the manner prescribed in Sections 2.75 and 2.76 of the regulations? **✓**

48. Are dogs and cats being held the number of days required? **NA**

RECOMMENDATIONS (Refer to applicable item by number and give section numbers for items not in compliance; specify each corrective measure to be taken for compliance. If more space is needed, attach additional sheets)

16. Storage of Food & Bedding 3.75, 3.50, 3.101, 3.125
Room G03A

Stacks of Bedding on concrete floor
Need to be on pallets by ~~7/25/85~~ Done

Food Pails Room
Must be in cooler
Refrigerator or replaced by ~~7/25/85~~

23 Drainage 3.126

Camels Moose Mungolian Horses
Standing water in outdoor holding pens
Areas need to be sloped to rapidly
eliminate excess water by ~~7/25/85~~ Done

32 Feeding 3.129

Tigers
Food chutes - rusty + dirty
Need to be cleaned + sanitized by ~~7/25/85~~ Done

33 Water 3.130, 3.106

Minkox Tigers
Water receptacles - rusty + dirty
Need to be replaced and cleaned + sanitized
by ~~7/25/85~~

Dolphins
plastic bags, ice cream core wrappers floating
in pool
a method for keeping extraneous materials out
of the pool needs to be in place
by ~~7/25/85~~ Done

50. PREPARED BY (Signature) <i>Janet B. Cameron</i>	51. DATE 7-19-85	52. OFFICIAL STATION F. Wall 17
53. COPY OF INSPECTION REPORT RECEIVED (Signature) <i>John R. Lewis</i>	54. TITLE Director Animal Programs	55. DATE 7/25/85
56. COMMENTS OR INSTRUCTIONS BY REVIEWER (Include corrective action taken on deficiencies at last inspection)		

57. REVIEWED BY (Signature)	58. TITLE	59. DATE
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U.S. DEPARTMENT OF AGRICULTURE
ANIMAL AND PLANT HEALTH INSPECTION SERVICE

INSPECTION OF ANIMAL FACILITIES, SITES OR PREMISES

1. LICENSE NO. OR REGISTRATION NO. **41C-14** 2. PAGE **2**
 4. DATE OF THIS INSPECTION **7/18/85** 5. TIME **10:20 AM**
 6. DATE OF LAST INSPECTION **9/19/84** 7. TIME **9 AM**

3. TYPE ("X" one)
 EXHIBITOR LICENSED DEALER HOLDING FACILITY
 REGISTERED RESEARCH FACILITY REGISTERED RESEARCH SITE
 OTHER (Specify)

8. NAME AND MAILING ADDRESS OF RESEARCH FACILITY, SITE, ZOO, CIRCUS, DEALER OR OTHER
**Minnesota Zoological Gardens
 12101 Johnny Cake Ridge Rd.
 Apple Valley, MN 55124**

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Dr. Douglas Armstrong

11. HAS A PROGRAM OF VETERINARY MEDICAL CARE AND EUTHANASIA BEEN PLANNED WITH REGISTRANT'S OR LICENSEE'S CONSULTING VETERINARIAN, AND WRITTEN PLANS SUBMITTED TO THE USDA VETERINARIAN IN CHARGE?
 Yes No (If "NO", give reason)
Will be requested

12. NO. DOGS AND CATS LISTED ON VS FORM 18-5 THIS DATE	DOGS		CATS		C PRIMATES	D GUINEA PIGS	E HAMSTERS	F RABBITS	G Mink	H Dolphins	13. NO. ANIMALS INSPECTED THIS DATE									
	A	B	A	B							I	J	K	L	M SWIFT	N Nightingale	O Large cats	P Hoop	Stack	
					59			13	2	2								330	33	158

STANDARDS - "X" if adequate; CIRCLE if deficient (explain in Item 49); NA if not applicable.

FACILITIES	GENERAL	INDOOR	OUTDOOR	PRIMARY ENCLOSURES	ANIMAL HEALTH AND HUSBANDRY	TRANSPORTATION	COMPLIANCE WITH REGULATIONS		EXPLAIN IF „NO..			
							YES	NO				
14. Structural Strength	3.1	3.1	3.75	3.25	3.25	3.50	3.101	X		3.126	X	X
15. Water and electric power	3.1	3.1	3.75	3.25	3.25	3.50	3.101	X		3.125	X	X
16. Storage of food & bedding	3.1	3.1	3.75	3.25	3.25	3.50	3.101	O		3.125	O	O
17. Waste Disposal	3.1	3.1	3.75	3.25	3.25	3.50	3.101	X		3.125	X	X
18. Washrooms and sinks	3.1	3.1	3.75	3.25	3.25	3.50	3.101	X		3.125	X	X
19. Heating and temperature	3.2	3.2	3.76	3.26	3.26	3.51	3.102	X		3.126	X	X
20. Ventilation	3.2	3.2	3.76	3.26	3.26	3.51	3.102	X		3.126	X	X
21. Lighting	3.2	3.2	3.76	3.26	3.26	3.51	3.102	X		3.126	X	X
22. Interior surfaces	3.2	3.2	3.76	3.26	3.26	3.51	3.101					
23. Drainage	3.2	3.2	3.76			3.101	X			3.126	X	O
24. Shelter from sunlight	3.3	3.3	3.77	3.27		3.52	3.103	X		3.127	X	X
25. Shelter from rain or snow	3.3	3.3	3.77	3.27		3.52	3.103	X		3.127	X	X
26. Shelter from cold weather	3.3	3.3	3.77	3.27		3.52	3.103	X		3.127	X	X
27. Drainage	3.3	3.3	3.77	3.27		3.52	3.101	X		3.127	X	X
28. General requirements	3.4	3.4	3.78	3.28	3.28	3.53	3.104			3.125		
29. Protection from predators	3.4	3.4	3.78			3.52						
30. Additional requirements		3.4				3.52	3.104					
31. Space requirements	3.4	3.4	3.78	3.28	3.28	3.53	3.104	X		3.128	X	X
32. Feeding	3.5	3.5	3.79	3.29	3.29	3.54	3.105	X		3.129	X	O
33. Watering	3.6	3.6	3.80	3.30	3.30	3.55	3.106	O		3.130	O	O
34. Sanitation	3.7	3.7	3.81	3.31	3.31	3.56	3.107	O		3.131	O	O
35. Cleaning	3.7	3.7	3.81	3.31	3.31	3.56	3.107	O		3.131	O	O
36. Housekeeping	3.7	3.7	3.81	3.31	3.31	3.56	3.107	O		3.131	O	O
37. Pest Control	3.7	3.7	3.81	3.31	3.31	3.56	3.107	O		3.131	O	O
38. Employees	3.8	3.8	3.82	3.32	3.32	3.57	3.108	X		3.132	X	X
39. Classification & Separation	3.9	3.9	3.83	3.33	3.33	3.58	3.109	X		3.133	X	X
40. Veterinary Care	3.10	3.10	3.84	3.34	3.34	3.59	3.110	O		3.134	O	O
41. Handling						3.111				3.135	X	X
42. Vehicles	3.13	3.13	NA	3.37	3.37	NA	NA	NA		NA	NA	NA
43. Transport Enclosures	3.12	3.12	NA	3.36	3.36	NA	NA	NA		NA	NA	NA
44. Food and Water	3.14	3.14	NA	3.38	3.38	NA	NA	NA		NA	NA	NA
45. Care in transit	3.15	3.15	NA	3.39	3.39	NA	NA	NA		NA	NA	NA

46. Is identification of animals being conducted in compliance with Section 2.50 of the regulations? **NA**
 47. Are records being kept in the manner prescribed in Sections 2.75 and 2.76 of the regulations? **NA**
 48. Are dogs and cats being held the number of days required in Section 2.101 of the regulations? **NA**

RECOMMENDATIONS (Refer to applicable item by number and give section numbers for items not in compliance; specify each corrective measure that must be taken for compliance. If more space is needed, attach additional sheets)

34, 35, 36 Sanitation, cleaning, housekeeping
3.81, 3.56, 3.107, 3.131

Hallway - Quarantine

Floors - dirt + grease buildup
Clean + sanitize by ~~_____~~ Done

Childrens Zoo - Food Prep Area

Floors - dirt + food collecting between seams
Clean + sanitize ~~_____~~ Done

General Food Prep Area

Floors, ceiling, walls - dirt, grease debris buildup
Clean + sanitize ~~_____~~ Done

Leopard's Menagerie

Ceiling + walls - dirt residue buildup at
wall - floor junction
Clean + sanitize ~~_____~~ Done

7 Pest Control 3.81, 3.56, 3.107, 3.131

General Food Preparation Room

numerous live cockroaches on walls, floors, ceiling
A better pest control program needs to
established by ~~_____~~ Done

50. PREPARED BY (Signature) Janet B. Payne ACS	51. DATE 7-19-85	52. OFFICIAL STATION Ft Worth TX
53. COPY OF INSPECTION REPORT RECEIVED (Signature) John R. Lewis	54. TITLE Director Animal Program	55. DATE 7/25/85
56. COMMENTS OR INSTRUCTIONS BY REVIEWER (Include corrective action taken on deficiencies at last inspection)		

57. REVIEWED BY (Signature)	58. TITLE	59. DATE
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American Association of Zoological Parks and Aquariums

EXECUTIVE OFFICE AT OGLEBAY PARK, WHEELING, WV 26003 · 1698 (304) 242-2160

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GEORGE R. FELTON, JR.
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Greater Baton Rouge Zoo

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Director
New England Aquarium

LEE G. SIMMONS, D.V.M.
Director
Henry Doorly Zoo

8 April 1986

Mr. Steve Iserman, Director
Minnesota Zoological Garden
12101 Johnny Cake Ridge Road
Apple Valley, MN 55124

Dear Steve:

We are very pleased to add to the congratulations you received from Accreditation Commission Chairman David Zucconi upon receiving Reaccreditation.

We are enclosing the reevaluation report prepared by George Felton during his visit.

Warm regards,

AMERICAN ASSOCIATION OF
ZOOLOGICAL PARKS AND AQUARIUMS

Robert O. Wagner
Executive Director

ROW/jkw

Enclosure

Copies to: AAZPA Accreditation Commission
George Felton

AAZPA ACCREDITATION COMMISSION
REEVALUATION FORM

Name of Institution Minnesota Zoological Garden

Director or Chief Administrator Stephen A. Iserman

Veterinarian Frank Wright, DVM (Full-Time)
(Part-Time)

Current Annual Operating Budget
(exclusive of capital improvements) \$6,147,000

Current Budget for Capital Improvements \$ 690,000

Number of full-time employees included in the institution's annual operating budget
(not including federally funded special work programs) 146.0 FTE

Number of full-time employees on federally funded programs 1.5 FTE

Total number of full-time employees 147.5 FTE

Of this number, how many are involved in direct animal care programs? 45 FTE

Substantial change in number of employees since Accreditation + _____
* - 17.5 FTE

Cumulative total of capital expenditures since Accreditation \$2,418,794

Include here the annual attendance figures of the institution for the last three years

FY (1983) 825,262 FY (1984) 900,855 FY (1985) 928,372

New programs or projects undertaken by the institution since Accreditation:

Formal research programs; in-house bird shows; Outfitters post; in-house membership program; in-house continuing education program; Zooschool; fundraising; SSP participation.

In your opinion, is the institution's educational program commensurate with the size of the facility? Yes No

** Are the levels of animal management and husbandry programs of this institution professionally acceptable? Yes No

Comments: **Included with this report is the last two(2) VS 18-8 forms from USDA veterinarian. These forms were filled out by a new veterinarian for this area under the supervision of his superiors from another state and in my opinion was totally over zealous in his inspection. I personally checked

(Attachment)

DEC 2 1985

Include here the total specimens and species held by the institution for each of the last three years (1984) 1751 specimen 352 species

(1983) 1,302 specimen 301 species (1982) 1,196 specimen 321 species

Comments: _____

Is the institution involved in cooperative animal breeding programs with other institutions? Yes XXXX No _____

***Comments: Lists attached of SSP participation and loan agreements

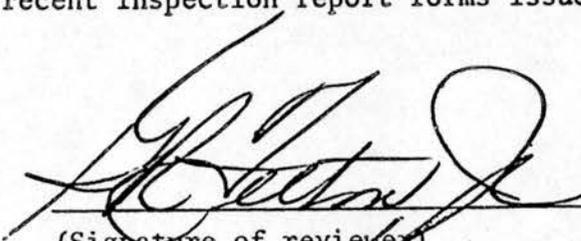
In your opinion, has the institution addressed the areas of concern pointed out by the original Accreditation Visiting Committee? Yes XXXX No _____

Comments: Although there is still an apparent lack of storage space in some areas every effort has been made to see to it that all work areas, corridors and other such spaces have been cleared of all clutter.

In your opinion, does this institution continue to be Accreditable by the AAZPA? Yes XXXX No _____

Comments: * Change in number of employees due to change in type of security procedures changed from security guards at night to the use of already available maintenance engineers.

Please attach copies of the two most recent inspection report forms issued by the USDA, Animal Welfare Act.


(Signature of reviewer)

11/25/85
(Date)

ATTACHMENT

** ANIMAL MANAGEMENT & HUSBANDRY:

each of the violations and with exception of a few which the Minnesota Zoo maintenance staff was working at that time to correct, such as the necessary painting, found many of them to be unreasonable. Some of these were such things as the use of wooden walls in hoofstock management areas, standing water in moose yard, wolverines chewing on a rubber bowl which it was given basically for that reason, peeling paint in non-management areas and rust on angle iron door stops in the musk ox management area. All of these were written up along with other items found to be equally unjustified. For the above reasons when Kris Vehrs, Robert Wagner, Don Bruning and myself visit with Dr. Crawford in Washington early in the month of December we will discuss these items and others with him. I am suggesting that the largest part of the inspection be disregarded by the Accreditation Commission as it pertains to the re-accreditation of the Minnesota Zoo.

COOPERATIVE ANIMAL BREEDING PROGRAMS

*** SSP involvement includes:

Mongolian Horse
Siberian Tiger
Small Clawed Otter
Bali Mynah
Lion-tailed Macaque
Malayan Tapir

This is one of the finer institution in this country and it's span of exhibits and internal growth is continually moving forward. The graetest change which has taken place recently is the fact that the 1985 State Legislation took the first steps to phase the Minnesota Zoo out of State government, procurement, finance and personnel. Removal from these systems will produce a more efficient and effective zoo operation. The changes made reflect a positive attitude of support and recognition of the importance of the Minnesota Zoo to the State.

AAZPA Conf. Host / X - Accreditation



American Association of Zoological Parks and Aquariums

EXECUTIVE OFFICE AT OGLEBAY PARK, WHEELING, WV 26003 - 1698 (304) 242-2160

October 17, 1985

Mr. Steve Iserman, Director
Minnesota Zoological Garden
12101 Johnny Cake Ridge Road
Apple Valley, MN, 55124

Dear Steve:

I have received a copy of Bob Wagner's correspondence concerning our trip to Minnesota. Having never been fortunate enough to have seen the Minnesota Zoo I am really looking forward to the visit. As you are aware, I will reevaluate your Accreditation on Saturday so I will need you or some upper echelon staff member available to guide me around.

I will be arriving at 10:35 a.m. on November 20, 1985 via Republic Airlines, flight #457Q. Maybe there will be a room available that early but if not....Thanks for everything.

Sincerely,

George R. Felton, Jr.
George R. Felton, Jr.
President, AAZPA

GRF:fm

Copy: Robert Wagner

*Greater Baton Rouge Zoo
P.O. Box 60
Baker, Louisiana 70704*

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ROBERT B. BEAN
Director
Louisville Zoological Garden

JOHN H. PRESCOTT
Director
New England Aquarium

LEE G. SIMMONS, D.V.M.
Director
Henry Doorly Zoo

Accreditation CC: John J. [signature]



American Association of Zoological Parks and Aquariums

EXECUTIVE OFFICE AT OGLEBAY PARK, WHEELING, WV 26003 - 1698 (304) 242-2160

CONFIDENTIAL

11 October 1985

Mr. Stephen Iserman, Director
Minnesota Zoological Garden
12101 Johnny Cake Ridge Road
Apple Valley, MN 55124

Dear Steve:

As you know, reevaluation of Accredited Institutions must occur periodically but at least once every five years. Because of the numbers of institutions applying for Accreditation in the last two years, the Commission fell behind in scheduling the required reevaluation inspections. Both the Board of Directors and the Accreditation Commission have urged that we make every effort to catch up on the reevaluation inspections as quickly as possible. To meet that goal, Accreditation Commissioners and members of the Board of Directors have offered assistance in Accreditation reevaluation inspections.

While reevaluation will not be as extensive as the original Accreditation, it will accord the Commission with sufficient materials to determine if the institution continues to meet Accreditation standards.

As you know, George Felton will be in Minneapolis in late November to attend the Annual Conference planning meeting and has accepted the assignment to review your institution for the Commission. We are enclosing a copy of an instruction memo, as well as the reevaluation form he will be required to complete regarding your institution. These materials are provided to accord you an opportunity to determine what types of things he will be checking on during his visit.

If you have any questions or if there is any assistance I can offer you, please do not hesitate to contact me. If the Accreditation inspector incurs any expenses during his visit, we will reimburse him and then invoice your institution.

Warm personal regards,

AMERICAN ASSOCIATION OF
ZOOLOGICAL PARKS AND AQUARIUMS

Bob

Robert O. Wagner
Executive Director

ROW/jkw

Enclosures

Copies to: AAZPA Accreditation Commission
George Felton, Warren Iliff

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Director
Henry Doorly Zoo



American Association of Zoological Parks and Aquariums

EXECUTIVE OFFICE AT OGLEBAY PARK, WHEELING, WV 26003 · 1698 (304) 242-2160

CONFIDENTIAL

11 October 1985

MEMO TO: GEORGE FELTON, DIRECTOR

FROM: ROBERT O. WAGNER, EXECUTIVE DIRECTOR *R. Wagner*

SUBJECT: REEVALUATION OF ACCREDITATION FOR THE MINNESOTA ZOOLOGICAL GARDEN

Thank you for accepting the responsibility for the Reevaluation of Accreditation for the Minnesota Zoological Garden.

We are enclosing materials from our files on the Minnesota Zoological Garden to assist you. These materials include copies of the original Visiting Committee report form and the narrative report which, together, detail the information the Accreditation Commission felt was of importance regarding the Minnesota Zoological Garden.

We are enclosing the forms you will need during your reevaluation and have written to Steve Iserman informing him of your assignment. We enclosed in his letter a copy of this memo and the reevaluation form you will compile to provide him an idea of what you will be seeking during your visit.

Again, thank you for accepting this assignment. Upon completion of your assignment, please return all the materials and completed forms to me, along with any expenses you incurred relative to the reevaluation inspection.

ROW/jkw

Enclosures

Copies to: AAZPA Accreditation Commission
Warren Iliff
Steve Iserman

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Louisville Zoological Garden

JOHN H. PRESCOTT
Director
New England Aquarium

LEE G. SIMMONS, D.V.M.
Director
Henry Doorly Zoo

American Association of Zoological Parks and Aquariums

Hereby Acknowledges

THAT

Minnesota Zoological Garden

IS AN

ACCREDITED INSTITUTION

Having Satisfied the Qualitative Evaluation and Professional Standards of The Accreditation Commission of the American Association of Zoological Parks and Aquariums.

18 September 1980
Date of Accreditation

Don D. Farst
President

Daniel H. Morend
Chairman of the Commission

Robert O. Wagner
Executive Director



American Association of Zoological Parks and Aquariums

EXECUTIVE OFFICE AT OGLEBAY PARK, WHEELING, WV 26003 - 1698 (304) 242-2180

CONFIDENTIAL

April 7, 1986

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Louisville Zoological Garden

JOHN H. PRESCOTT
Director
New England Aquarium

LEE G. SIMMONS, D.V.M.
Director
Henry Doorly Zoo

Stephen A. Iserman, Director
Minnesota Zoological Garden
12101 Johnny Cake Ridge Road
Apple Valley MN 55124

Dear Steve:

I'm pleased to notify you that during its recent meeting in Baton Rouge, AAZPA's Accreditation Commission voted unanimously to re-accredit the Minnesota Zoological Garden.

In the near future, Bob Wagner will forward a copy of the re-evaluation report. While the Commission was pleased to note your institution's progress since the time of initial accreditation, we would encourage your attention to the matter of storage space, as outlined in the report.

On behalf of AAZPA's Board of Directors and the Accreditation Commission, I congratulate you, your staff and your governing body for your continued pursuit of professional excellence.

Sincerely,

David G. Zucconi,
Chairman, Accreditation Commission

DGZ:jo

cc: AAZPA Bd. of Directors
B. Wagner, Exec. Dir., AAZPA
Accred. Comm. members

Divisions, ZSD, MZS, F
gd
K



American Association of Zoological Parks and Aquariums

EXECUTIVE OFFICE AT OGLEBAY PARK, WHEELING, WV 26003 (304) 242-2160

September 30, 1980

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Roeding Park Zoo

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San Antonio Zoological
Gardens and Aquarium

Vice-President
PETER KARSTEN
Director
Calgary Zoo

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Director
Gladys Porter Zoo

Executive Director
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Oglebay Park
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WILLIAM G. CONWAY
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New York Zoological Park

DAVID G. ZUCCONI
Superintendent
Tulsa Zoological Park

LOUIS E. GARIBALDI
Curator
New England Aquarium

PALMER E. KRANTZ, III
Director
Riverbanks Zoological Park

ELVIE TURNER, JR.
Director
Fort Worth Zoological Park

GEORGE R. FELTON, JR.
Director
Greater Baton Rouge Zoo

GERALD S. LENTZ
Manager/Zoological Operations
Busch Gardens - Tampa

WARREN D. THOMAS, D.V.M.
Director
Los Angeles Zoo

Mr. Edward Kohn, General Director
Minnesota Zoological Garden
12101 Johnny Cake Ridge Road
Apple Valley, MN 55124

Dear Mr. Kohn:

Again, congratulations to you, your fine staff, and your governing authority, on achieving AAZPA Accreditation for the Minnesota Zoological Garden.

The inclusion of the Minnesota Zoological Garden within this exclusive group of top-notch zoological institutions cannot help but strengthen the fabric of the whole -- for which each and everyone who values wildlife owes all of you a debt of gratitude.

Sincerely,

Daniel H. Moreno, Chairman
Accreditation Commission

DHM/esh

Copies: P. Chaffee
R. Wagner
Accreditation Commission
C. Polacek
G. Clarke

Denver Zoological Foundation

CITY PARK
DENVER, COLO. 80205
PHONE: (303) 575-2432



25 August, 1980

Daniel Moreno, Chairman
AAZPA Accreditation Commission
The Cleveland Aquarium
601 East 72nd Street
Cleveland, Ohio 44103

Dear Chairman Moreno:

A visitation and on-site inspection for purposes of AAZPA accreditation was conducted by Clayton Freiheit, Gil Boese and Dennis Meritt at the Minnesota Zoological Garden on 15 and 16 August 1980.

Interviews and discussions were conducted with the following: General Director Edward Kohn, Executive Officer Ralph Waterhouse, Associate Director for Biological Programs Brad House, Associate Director for Visitor Programs Beverly Rongren, Dr. Kent Kane, Veterinarian and Curators Nick Reindl, John Lewis, Ron Johnson, Sandy Friedman and Austin McDevitt. All were extremely cooperative and informative.

The committee was unable to interview the Chairman of the Minnesota Zoological Board, James Hetland, due to his absence from the city.

The Zoo's governing body is the Minnesota Zoological Board which contains 11 members appointed by the Governor for 4-year terms and a twelfth member (non-voting) who represents Dakota County. The Minnesota Zoological Board has primary responsibility for operations and management of the Minnesota Zoological Gardens. Additionally, there exists the Minnesota Zoological Society and the Minnesota Zoological Garden Foundation as separate entities. The Society provides the standard membership organization with typical support programs and volunteer services. The Zoo receives no direct share of Society generated funds but may apply for grants (\$98,000.00 in 1979) to be funded by the Society. The Minnesota Zoological Garden

staff

Clayton F. Freiheit
Zoo Director
Paul N. Linger
Assistant Director
Edward C. Schmitt
Curator
William R. Turner
Education
Richard C. Cambre, D.V.M.
Veterinarian

officers

William H. Kistler
President
Dr. Conrad Riley
Vice President
W. W. Robinson
Vice President
Mrs. Walter Koelbel
Vice President
Loren A. Vance
Treasurer
Horace F. Phelps
Secretary

honorary life trustee

Herman F. Faught

trustees

Kenneth R. Bunn
Joe Ciancio, Jr.
William C. Dabney, Jr.
Robert P. Davison
Dr. William T. Driscoll
John Ferguson III
Mrs. F. Wallace Gage
Mrs. Edwin Grant
Willard N. Greim
Stephen Grogan
John M. Gurtler
Mrs. Louis Halsell
Mrs. Donna M. Hamilton
Ferris Hamilton
Sidney G. Hoskins
William W. Hubbell
Fred G. Jager
Mrs. Thomas Keesling
Dr. Richard P. Koeppe
James B. Kurtz
Mrs. John Love
Mrs. Forrest McGrath
Robert B. Moch
Akseil Nielsen
J. Churchill Owen
Dr. Robert Sawyer
John L. Scripps
Dr. William R. Smith
Mrs. Karla Sorensen
James E. Stokes
Charles L. Warren
Dr. Joseph L. Yrisarri, Jr.



ACCREDITED INSTITUTIONAL MEMBER
OF THE AMERICAN ASSOCIATION OF
ZOOLOGICAL PARKS AND AQUARIUMS

AUG 28 1980

Foundation was separately incorporated to serve as a capital fund raising organization for the Zoo. They successfully accomplished the raising of \$2.3 million in matching funds from private sources and have also provided approximately \$800,000.00 in direct gifts to the Minnesota Zoo. A publication entitled "The Minnesota Zoo - An Alliance" describes the relationship of the 3 organizations and is appended as Exhibit A.

There are currently 165 permanent positions and 120 part-time employees (exclusive of Dairy Queen concession employees) which comprise the staff of the Minnesota Zoological Garden. Ed Kohn, General Director, is the Zoo's chief executive officer. He is well-qualified to head this large organization having previously been Deputy Director of the National Zoological Park. In addition to providing capable direction and administration Ed Kohn also offers high-principled, sensitive leadership for the Zoo. Attached, Exhibit B, are the Director's selected goals for the facility. The other members of the Zoo's management team demonstrated high levels of training, competence and enthusiasm for their tasks. All are professional and congenial and appear to function well together. The teamwork approach was emphasized on several occasions by Director Kohn and seems to be an important aspect of this new institution's direction. The committee was very favorably impressed with the staff of Minnesota Zoological Garden.

The overall impression of the facility, its exhibits and the collections therein contained is very favorable. It is most certainly one of the mainstream zoological institutions in the U. S. and a great credit to the AAZPA as a member. The physical plant is perhaps best described as awesome due to the nature of the design concepts and their execution, available funding and the potential of the site. Due to the themes of the Zoo's exhibits the collection is somewhat limited, however, a satisfying visitor experience has resulted. All public facilities were clean and orderly. Exhibits are tastefully and professionally accomplished and many demonstrate considerable ingenuity. The Minnesota Trail section features native animals and is probably the finest exhibit sequence of its type anywhere. Rotation of individual specimens is done to insure animal activity. The Beaver exhibit is particularly well conceived and executed. The committee's only criticism of exhibits centered on the nocturnal animal section of the Tropics Trail wherein we personally found it quite difficult to orientate ourselves after entering the area from the brightly illuminated diurnal exhibits. A second walk through the exhibit on the following day (when it was raining and light levels were much lower) did not present a repeat of this problem.

Off-exhibit animal holding areas are, in general, spacious, clean and well organized. The committee did note, however, that a number of service areas in the main building complex were cluttered and disorganized. There is an apparent lack of general storage space in the building and the staff has been forced to utilize almost every available nook and cranny. Both Ed Kohn and Ralph Waterhouse acknowledged this as a problem but also felt the situation could be improved greatly by assigning a staff member to be responsible for checking such areas. A similar criticism was noted in some areas of the Zoo's hospital.

The Minnesota Zoological Garden is heavily program oriented. There is a very strong commitment to interpretive education which is supported by both the professional staff and volunteer corps. Extensive use of video tape is made throughout the Zoo for both public information and animal management. The committee was able to experience and observe many of the Zoo's programs and activities during the course of its visit. Shows in the theater were viewed, Zoo Lab was observed and the new bird demonstrations were seen. We also observed the volunteers presenting animal demonstrations in the so-called Education Pit. Graphics abound in the Zoo and appear to be effective. All of the programs which were observed gave the impression of being informative, professional and much appreciated by the Zoo's audience.

Appended to this report are the following additional exhibits:

Exhibit C - Minnesota Zoo, 1980-1981
Goals and Objectives

Exhibit D - Minnesota Zoo Guide

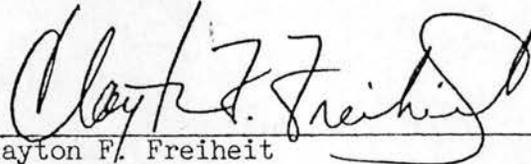
Exhibit E - Minnesota Zoo Guide (color)

Exhibit F - Monorail Brochure

Exhibit G - Financial Report (10 July 1980)

In conclusion, the committee was very favorably impressed with the Minnesota Zoological Garden. It is a handsome facility which exhibits its collections meaningfully and interprets them effectively to its audience. The programs are outstanding and demonstrate considerable thought and innovation. Our criticisms are very minor and readily correctable. In our judgement, the Minnesota Zoological Garden is accreditable and we offer this recommendation for consideration by the AAZPA Accreditation Commission.

By



Clayton F. Freiheit

Chairman of Visiting Inspection Team

Attachments (8)

DEPARTMENT Biological Programs**Office Memorandum**TO : Ed Kohr, Brad House, Bev Rongren,
Steve Iserman, Pat Burns, Curators, Dr. Kane

DATE: March 3, 1980

FROM : Ralph Waterhouse *RW*PHONE: x266

SUBJECT: AAZPA Accreditation

Attached is your copy of our submitted AAZPA Accreditation Questionnaire and addenda. We also submitted a copy of each department's activity plan, brochures, and a set of animal records forms.

The next step in the process is for a two or three member Visiting Committee to spend a few days on-site talking with staff and focusing on: Administration; Curatorial; Exhibit Program; Educational and Interpretive Program; and Future Plans.

The on-site evaluation will probably occur before June, 1980; hopefully, the commission will be able to coordinate the visit in the next month or so. You will be kept up-to-date regarding the site visit.

RW:bc
Attachments

*Office Memorandum*DEPARTMENT Biological ProgramsTO : Ed Kohn, Brad House, Bev Rongren,
Steve Iserman, Pat Burns, Curators, Dr. Kane

DATE: March 3, 1980

FROM : Ralph Waterhouse *RW*PHONE: x266

SUBJECT: AAZPA Accreditation

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The on-site evaluation will probably occur before June, 1980; hopefully, the commission will be able to coordinate the visit in the next month or so. You will be kept up-to-date regarding the site visit.

RW:bc
Attachments

AAZPA ACCREDITATION QUESTIONNAIRE

TABLE OF ORGANIZATION

*AAZPA
Questionnaire*

1. Questionnaire
2. Addendum I - History of the MZG
3. Addendum II - Board Operations By-Laws
4. Addendum III - List of Board of Directors
5. Addendum IV
 - a. Objectives and Guidelines of MZG
 - b. Position Description of General Director
 - c. Chapter 85a - Minnesota Statutes
6. Addendum V - Resume, General Director
7. Addendum VI - MZG Department Supervisors
8. Addendum VII - Volunteer Programs
9. Addendum VIII - Animal Management Records
10. Addendum IX - MZG Identification System
11. Addendum X - Conservation Efforts of MZG
12. Addendum XI - List of organizations to which MZG belongs
13. Addendum XII - Program Highlights and Activities
14. Addendum XIII - Research at MZG
15. 1 set of flyers, pamphlets, etc.
16. 1 set of Departmental Activity Plans
17. 1 set of Animal Records Keeping Forms

{

(Sully Beaudemer)

THE AMERICAN ASSOCIATION OF ZOOLOGICAL PARKS AND AQUARIUMS ACCREDITATION QUESTIONNAIRE

INTRODUCTION

Please complete this questionnaire by typing or printing the answers. Send the original [white] and first copy [blue] to:

ACCREDITATION
AAZPA
Oglebay Park
Wheeling, West Virginia 26003

You may keep the second copy [yellow] for your zoological park or aquarium records.

This questionnaire will provide information about your institution to the Accreditation Commission required for the purposes of Accreditation. It will also provide general statistical data needed by the AAZPA.

The use of a questionnaire assures basic uniformity of factual documentation. It is understood that zoological parks and aquariums are diverse, and some questions undoubtedly will not fit each individual circumstance. Please do the best you can in answering every question. If necessary, enter "N/A" ("Not Applicable") and append a note (numbered as to page and question number in the questionnaire) in the space provided at the end of the questionnaire for Extended Answers.

In some cases, you may feel that a question may be answered "Yes" or "No" but that such a simple response would be deceptive. When this happens, it is appropriate to comment or attach a note of explanation.

TABLE OF CONTENTS

	Page
A. General Information	1
B. Governing Authority	2
C. Board of Trustees	2
D. Staff	3
E. Subsidiary Membership Organization	5
F. Finance	6
G. Physical Facilities	10
H. Collections	11
I. Conservation	12
J. Zoological Park and Aquarium Security	13
K. Exhibits.....	13
L. Programs and Activities	13
M. Summary	15

B. GOVERNING AUTHORITY

Is your institution operated by or directly maintained by a parent institution, society, business or organization?

1. YES NO

If "YES" give the following information about the parent organization:

2. n/a

Name

3. _____

Street

4. _____

City

State

Zip

Which one of the following best describes your governing authority? (Governing Authority — agency or organization which ultimately owns assets, including collections and installations, but not necessarily buildings and grounds.)

- 5. Municipal Government
- 6. County Government
- 7. State Government
- 8. Federal Government
- 9. Park or Recreational District
- 10. Public School District
- 11. College or University
- 12. Society
- 13. Church or denominational group or affiliated organization
- 14. Nonprofit organization or corporation, other than above, administered in the public interest (non-profit — no part of net earnings may benefit any individual)
- 15. Company, business or corporation organized for profit
- 16. Individual operation (a single person or partnership owns the operation, is responsible for it and receives any profits which may accrue to it)
- 17. Other. Specify. _____

Does your institution operate a branch zoological park or aquarium?

18. YES NO

Please attach a copy of constitution and bylaws or other organic document of your institution.

19. Copy attached Addendum II

C. BOARD OF TRUSTEES

Does the zoological park or aquarium have a board of trustees or other legally constituted governing body?

1. YES NO

If "YES" give the following information about the governing body:

2. Minnesota Zoological Board

Name

3. 12101 Johnny Cake Ridge Road

Street

4. Apple Valley, Minnesota 55124

City

State

Zip

Please attach a list of the names, years of appointment and principal business affiliation of the members of the governing body.

Copy attached Addendum III

Indicate the total number of members of the governing body.

6. twelve (12) members

Has the board of trustees officially defined in writing its role and that of the professional staff?

7. YES NO

If "YES" please attach a copy of the statement.

8. Copy attached Addendum IV

Are professional decisions expressly delegated to the professional staff?

9. YES NO

Comments.

Are exhibits decided on by the professional staff?

10. Always

11. Most of the time

12. Seldom

13. Never

Comments.

Major new exhibit proposals are reviewed with the board.

Is there a specified term of service on the board?

14. YES NO

Comments.

Terms may be extended by the Governor and Senate in four year increments.

If "YES" indicate number of years.

15. four (4) year service on the board

How are vacancies filled?

16. Election
 17. Appointment
 By whom?
Governor and Senate of the State
of Minnesota

Must board officers change on a regular basis?

18. YES NO

Does the board have ex-officio members?

19. YES NO

If "YES" list the members and explain briefly.

James W. Kennedy,
Dakota County Commissioner

D. STAFF

This and financial information sought in the questionnaire will be held by the AAZPA in the strictest confidence, not to be attributed to any individual institution in any subsequent statistical information, but primarily to serve the Accreditation Commission.

Please answer and check where applicable.

Executive	Average Annual Salary Full-time only	Number Full-time	Number Part-time
1. Director/Chief Executive*	43,000	1	0
2. Assistant Director	29-35,000	1	0
3. Business Officer	16-22,000	1	0
4. Librarian	14-19,000	1	0
5. Photographer	13-16,000	1	0
6. Secretary	8-14,000	14	1
7. Membership Director		0	0
8. Public Relations Dir.	15-20,000	1	0
9. Fund-raising Dir.		0	0
10. Publications Chief		0	0
11. Other, Specify Personnel Of	16-22,000	1	0
Executive Officer	22-30,000	1	0
Administrative Officer	22-30,000	1	0

	Average Annual Salary Full-time only	Number Full-time	Number Part-time
CURATORIAL			
12. Curator	16-22,000	5	0
13. Associate Curator		0	0
14. Assistant Curator		0	0
15. Zoologist		0	0
16. Curator of Education	16-22,000	1	0
17. Veterinarian	22-30,000	1	0
18. Keeper	11-14,000	32	0
19. Other, Specify			
Curator/Horticulture	17-24,000	1	0
Horticulturists	13-16,000	2	0
Interpretive Naturalist	16-22,000	1	0
Visual Arts (see pg 16)			
DISPLAY AND EXHIBITS			
20. Designer of Exhibits		0	0
Other, Specify			
Exh. Spec.	15-20,000	1	0
Exhibit laborer	10-13,000	1	0
22. Other, Specify			
Graphic Arts Spec.	13-18,000	1	0
OPERATIONS			
22. Superintendent of Building and Grounds	20-27,000	1	0
23. Janitor	10-12,000	7	0
24. Guard	10-12,000	6	0
25. Sales Desk Clerk	7-11,000	8	20-50
26. Food Service Employee		0	0
27. Other, Specify			
skilled trades	16-17,000	13	0
(electricians, painter, maintenance)			
security supervisor	14-19,000	1	0
see page 16			
*Attach curriculum vitae.	TOTALS	160	20-70

* Please refer to Addendum V

Percentage of staff salaries to total budget.

28. 60%

How many total positions in addition to those reported as employed by the institution itself were provided and paid by outside organizations (e.g., city, school district, university, civic organizations) for regularly scheduled service?

29. 40 CETA

Please attach department head, curatorial, research, education staff list by names, titles and salaries; specify full-time, part-time or seasonal.

30. Please refer to Addendum VI

How many paid staff members have completed the following levels of education? (Count each person only once, giving highest degree.)

	Professional Staff	Other Staff
31. High school	<u>2</u>	<u>97</u>
32. Some college	<u>5</u>	<u>8</u>
33. Associate's (Jr. college)	<u>3</u>	<u>0</u>
34. Bachelor's	<u>36</u>	<u>3</u>
35. Master's	<u>9</u>	<u>0</u>
36. Doctor's	<u>1</u>	<u>0</u>

Staff Fringe Benefits
(Check where applicable.)

	% Contributed by Employer			
	100 %	75 %	50 %	25 %
37. Pension	—	<u>X</u>	—	—
38. Life Insurance	<u>X</u>	—	—	—
39. Medical Insurance	<u>X</u>	—	—	—
40. Housing n/a	—	—	—	—
41. Social Security	—	—	<u>X</u>	—
42. Other, Specify	—	—	—	—

Does the institution provide staff in-service training?

43. YES NO

If "YES" describe briefly:

- 1) zoo orientation for new employees
- 2) keeper training

- 3) monorail tour guide training
 - 4) Biological Programs staff seminar series
 - 5) First Aid/CPR training for all staff
- Staff Travel

Last year, approximately how many profession-related trips beyond a 25-mile radius did the staff take?

44. 123

Of these trips, approximately how many for the following purposes:

- 45. 10 Professional association meetings
- 46. 62 Field services
- 47. 12 Normal institution business
- 48. 28 Speaking engagements
- 49. 11 Consultation
- 50. _____ Other, Specify

Comments.

The above reflects travel of Curatorial and Education staff only.

Last year, approximately how many of the trips were provided through the funds of the institution?

51. 123

What is the estimated number of miles on zoological park or aquarium business traveled beyond a 25-mile radius by the staff per year?

52. 100

Volunteers

Does the institution use volunteers in any capacity?

53. YES NO

If "YES" please describe below:

Please see Addendum VII

Does the institution provide a structured program to train volunteers?

54. YES NO

If "YES" describe briefly.

30 hours general training class;
specialized training; monthly newsletter;
monthly seminars; and personnel file
maintained for each volunteer.

E. SUBSIDIARY MEMBERSHIP ORGANIZATION

Do you have a subsidiary membership group organization?

1. YES NO

If "YES" please answer the following questions:

Name of membership organization.

2. Minnesota Zoological Society

Year this membership or organization was formed.
3. 1961

What is the purpose of the organization?
4. To serve in an educational supportive
capacity providing a broad base of support
through an extensive membership program,
a volunteer corp, and fund raising.

What is the table of organization of the governing body of the membership organization?

5. 21 member Board of Directors
14 elected by membership
7 appointed by the Chairman of the State
Zoological Board.

Approximately how many members are in this organization?

6. 7,000 memberships/estimated 24,000 members.

How is the institution's membership list maintained?

7. Manually

8. Automated

Are all of your volunteers drawn from the organization?

9. YES NO

Is membership a requirement of volunteering?

10. YES NO

What benefits and/or privileges do members receive?

11. Unlimited free admission to the zoo,
Zoo Society Newsletter, Animal Kingdom
Magazine, MZG Newsletter, special events

What are the fees and levels of membership?

12. Individual	\$18.50
Family	28.50
Supporting	50.00
Donor	100.00
Patron	500.00

Is the organization active in fund raising for your institution?

13. YES NO

If "YES" what are their fund-raising activities?
"Zoo Walk"

Does the membership organization have any formal relationship with, or responsibility for, the institution and its operation?

14. YES NO

If "YES" in what regard?
Recruitment and recognition for the
volunteer program and financial obligation
for member zoo admissions.

What other zoo/aquarium related activities are sponsored by the membership organization?

15. Special projects and activities not pro-
vided by the Zoo's operating budget;
Speaker's Bureau; Continuing Education
Programs; and Special Events.

F. FINANCE

All answers to this questionnaire will be held by the AAZPA office and the Accreditation Commission in the strictest confidence, and no information on any individual institution will be released. Please know that the information requested by these questions on finance are most important to the Accreditation process of each institution.

Admission Fees	Regular	Group
1. Children (what age?)-Daily	5 and under free/25 or more	
6-11	\$1.00	.80
2. Student-Daily	12-16	1.50
3. Adult-Daily	17-61	3.00
62 and over	1.50	2.40
4. Children-Special Events	.50	10.00
5. Student-Special Events	n/c	

Service Fees, Specify

6. monorail .75 child 1.50 adult
pony cart ride .50 child .75 adult

Other Fees, Specify

7. Organized school groups with reservations are admitted free.

Number of free days or free hours per week. When?

8. one free day each month

Comments.

Free day is the 3rd Tuesday of each month.

Has your institution applied for a tax-exempt status under federal provisions?

9. YES NO

If "YES" please indicate under which provision of appropriate national laws.

10. 501 (c) (3) - Charitable Organization
 11. 170 (b) - Governmental Organization
 12. 509 - Operating Foundation
 13. Other, Specify

To your knowledge, did your institution qualify last year as a publicly supported charity (and thus entitle you to offer donors an extra charitable deduction under section 170(b) of the Internal Revenue Code of 1954, as amended)?

14. YES NO

Actual Operating Expenses:

15. Fiscal year from date 7/1/78 to date 6/30/79

Please include salaries and all other expenses, but exclude costs or salaries paid by other organizations.

16. Administration and Business Office	\$ 362,946	
17. Acquisitions (if from annual operating funds)	\$ -0-	
18. Veterinary Services	\$ 89,610	
19. Curatorial Departments (total)	\$ 813,790	
20. Special Exhibits (or exhibit staff)	\$ 43,890	
21. Conservation of Wildlife	included in 19 above	\$ n/a
22. Education Department (total)	\$ 259,807	
23. * Public school programs	\$ 125,000	
24. Other, Specify		
_____	\$ n/a	
_____	\$ n/a	
25. Membership Department	\$ n/a	
26. Public Relations.....	\$ 450,438	
27. Fund Raising	\$ n/a	
28. Publications and Printing	\$ 35,664	
29. Library	\$ 25,000	
30. Photography and Television	\$ 50,000	
31. Buildings and Grounds (total)	\$ 1,506,063	
32. Maintenance	\$ 220,000	
33. Other, Specify		
Utilities	\$ 486,352	
33. _____	\$ n/a	
34. Security (total)	\$ 207,587	
35. Sales	\$ n/a	
36. Supplies & Equipment	\$ n/a	
37. Other, Specify		
_____	\$ n/a	
_____	\$ n/a	
38. Employee fringe benefits paid by institution (total)	\$ (376,062)	
39. Social Security	\$ 124,224	already included in other activities. Do not add with other amounts.
40. Retirement	\$ 120,132	
41. Hospital Insurance	\$ 131,706	

*Subordinate items need not add up to the total for department in this or later sections.

42.	Other, Specify		\$ n/a	
			\$ n/a	
43.	Taxes			\$ -0-
44.	Property		\$ -0-	
45.	Sales Tax		\$ -0-	
46.	Other Taxes, Specify		\$ -0-	
			\$ -0-	
47.	Other operating expenses (total)			\$ 452,138
	Specify			
	Admissions/Cash Control		\$ 90,467	
	Gift Stores including inventory		\$ 361,671	
			\$	
			\$	
48.	Total Operating Expenses			\$ 4,296,933

Actual Operating Income :

	Amount Restricted	Amount Unrestricted	Totals
49. Admission fees	\$ 1,511,405	\$ -0-	\$ 1,511,405
50. Endowment & Interest Income	\$ 49,470	\$ -0-	\$ 49,470
51. Individual business, corporation and foundation contributions.	\$ -0-	\$ -0-	\$ -0-
52. City (including school districts).	\$ -0-	\$ -0-	\$ -0-
53. State (including Dept. of Education).	\$ 1,920,905	\$ -0-	\$ 1,920,905
54. Federal	\$ -0-	\$ -0-	\$ -0-
55. Other, Specify			
Gift Store, food service, parking	788,544	\$ -0-	\$ 788,544
misc.	\$ 40,186	\$ -0-	\$ 40,186
56. Membership fees (total)	\$ -0-	\$ -0-	\$ -0-
57. Number of members	n/a		

58. Sales of surplus animals	\$ -0-	\$ -0-	\$ -0-
59. Other Income, Specify			
_____	\$ -0-	\$ -0-	\$ -0-
_____	\$ -0-	\$ -0-	\$ -0-
60. Total Operating Income			\$ 4,310,510
61. Operating Surplus			\$ 13,577
62. Operating Deficit			\$ -0-

Capital Assets:

Estimates Only

63. Total value of collections animals & plants 2,000,000
 \$ _____
64. Replacement value of buildings and grounds \$ 53,000,000
65. Market value of endowment (at most recent evaluation dated _____) \$ n/a
66. Book value, if market value unavailable \$ n/a

Capital Expenditures:

67. Buildings:
- New Construction (last fiscal year) \$ n/a
- (Projected total cost) \$ n/a
68. Rehabilitation and modernization \$ n/a

Other Expenses, Specify

69. _____ \$ _____
- _____ \$ _____
- _____ \$ _____

With the promise of STRICTEST CONFIDENCE, may the members of the AAZPA Visiting Committee have access to the institution's financial records in connection with their visit (for clarification purposes of the answers in this questionnaire only)?

70. YES NO
- Does the institution produce an annual report?

71. YES NO In progress

If "YES" please attach.

72. Copy attached

G. PHYSICAL FACILITIES

What kind of facilities do you have? (Check one or more where applicable.)

1. Zoological Park (Professionally designed compound where live animals are kept for display and study)
2. Nature/Conservation Center
3. Aquarium
4. Field Research Station
5. Separate Laboratory Operation
6. Other, Specify
- _____
- _____
- _____

What is the total square footage of the institution's building(s)?

7. 503,800 square feet

Total acreage of institution.

8. 480 acres

What percentage of this space is devoted to the following? (related roads and walks are not to be shown separately).

- | | |
|--|------------|
| 9. Exhibits | <u>10%</u> |
| 10. Collection Reserve | <u>11%</u> |
| 11. Administration | <u>.1%</u> |
| 12. Laboratory or Animal Hospital | <u>.1%</u> |
| 13. Maintenance Services | <u>.4%</u> |
| 14. Public Services (e.g., classroom, meeting areas, auditorium) | <u>.3%</u> |
| 15. Food Services | <u>.1%</u> |
| 16. Parking Space | <u>4%</u> |
| 17. Other, Specify (consider natural features, woods, lakes and gardens) | |
| <u>natural resources</u> | <u>84%</u> |

Who owns the building(s)?

18. State of Minnesota

Who owns the grounds?

19. State of Minnesota

Is the acreage contiguous?

20. YES NO

Does the institution have a library under its immediate jurisdiction?

21. YES NO

If "YES" approximately how many bound volumes including periodicals?

22. 2,200 volumes

How many additional items? Specify

23. slide file - 500, Zoo Newsletter - 220
institutions, pamphlets - 1000,
journals - 110

Is the library open at regular hours for use by the general public?

24. YES NO

If "YES" how many hours per week?

25. 56 hours per week

Comments.

Current library use is for staff, researchers,
and special requests by students or the
public.

Does the zoo/aquarium maintain mobile units?

26. YES NO

If "YES" how many?

27. one zoomobile

Describe briefly.

Dodge window van heated and air
conditioned for year around transportation
of demonstration animals to schools,
nature centers, parks, etc.

Is public parking available on zoo/aquarium grounds?

28. YES NO

If "YES" how many spaces?

29. 2377 paved - 300 gravel

If "YES" are these spaces free?

30. YES NO

Are there additional parking spaces nearby?

31. YES NO

Can visitors reach the institution by public transportation?

32. YES NO

Are your facilities open to the general public at stated hours without advance arrangements?

33. YES NO

Comments.

If "YES" how many months per year?

34. 12 months

If "YES" how many hours per week?

35. 56/week winter; 70/week summer

Comments.

Oct. 1st - April 30th - Winter

May 1st - September 30th - Summer

How many evenings per week are open to the public?

36. seven (7) evenings

Comments.

open until 7 p.m.

Are these evening hours seasonal?

37. YES NO

If "YES" describe.

open evenings May through September

	Annual Attendance	Estimated	Counted
38. Individuals		<u>n/a</u>	<u>672,606</u>
39. School Groups		<u>n/a</u>	<u>120,627</u>
40. Other Groups		<u>n/a</u>	<u>141,889</u>
41. Zoo/Aquarium Organized Classes		<u>n/a</u>	<u>n/a</u>
42. Special Events Visitors		<u>n/a</u>	<u>n/a</u>
43. Other, Specify			
	<u>Society</u>		<u>56,801</u>
	<u>Free Day</u>		<u>75,769</u>
44. Total for the reporting year	<u>n/a</u>		<u>1,067,692</u>
45. Total for previous year	<u>n/a</u>		<u>n/a</u>

Comments.

H. COLLECTIONS

Does the institution own living collections?

1. YES NO

Of the collections currently in the custody of the institution, approximately what percentage is the institution's own property?

2. 100% 75% 50% 25%

Approximately what percentage of the collection in your custody do you exhibit?

3. 100% 75% 50% 25%

Does the zoo/aquarium have legal title to or authorization for the possession of its collections?

4. YES NO

If "NO" explain.

Are permanent records kept for all collection animals?

5. YES NO

If "NO" explain.

If "YES" please attach a blank catalogue form or set of forms.

6. Copy attached

In your opinion, are these records adequate?

7. YES NO

Comments.

Please refer to Addendum VIII

Describe the program.

Please refer to Addendum VIII

Are ISIS records submitted regularly?

8. YES NO

Are animals and records numbered or otherwise identified so that one might go from one to the other with facility and accuracy?

9. YES NO

Please explain your identification system.

10. Please refer to Addendum IX

Are accession and catalogue files duplicated and kept elsewhere for security?

11. YES NO

If "YES" describe briefly.

Accession and ISIS files are duplicated; however, the other files are not. All will be when the computer is functioning.
Are unwanted animals accepted as gifts?

12. YES NO

If "YES" describe briefly.

Only in limited instances when the specimen is useful to the collection.

13. Who decides whether an offered animal will be accepted?

General Curator and Curator of the area involved.
Comments.

I. CONSERVATION

Does the institution participate in wildlife conservation efforts?

1. YES NO

If "YES," please describe specifically.

Please refer to Addendum X

Is the institution an active member of IUCN?

2. YES NO

3. WWF? YES NO

Other national/international organizations?

4. YES NO

If "YES" please list.

Please refer to Addendum XI

Does the institution maintain self-sustaining breeding groups of wild animals?

6. YES NO

If "YES" please list.

The institution cannot develop self-sustaining breeding groups - occasional trading of certain specimens with other institutions will always be necessary to maintain genetic diversity.

Does the institution provide training and supervision of personnel involved in the handling of its living collections?

7. YES NO

Comments.

Five area curators directly supervise 32 fulltime professional animal keepers. On the job training, training lectures, and seminar series comprise the basic staff training.

J. ZOO/AQUARIUM SECURITY

Does the institution have a security alarm system?

1. YES NO

If "YES" do you consider it adequate?

2. YES NO

Does your institution employ security officers?

3. YES NO

Describe briefly the qualifications required of security officers.

4. Background experience in security work, and EMT training and certification are desirable.

Do the premises receive periodic inspection by the local fire or insurance authorities?

5. YES NO

Are fire extinguishers in accessible areas and provided throughout the building or buildings, including storage and work areas?

6. YES NO

Do the staff and volunteers receive instructions on how to use your fire-extinguishing equipment?

7. YES NO

Are security officers armed?

8. YES NO

Are guard dogs used?

9. YES NO

Are firearms kept on premise?

10. YES NO

Is chemical restraint equipment available for use by authorized personnel?

11. YES NO

K. EXHIBITS

Do you exhibit animals not owned by you?

1. YES NO

If "YES" please explain.

We exhibit animals on breeding or exhibit loan from other institutions.

Does the institution have a stated policy concerning loans to individuals and other institutions?

2. YES NO

If "YES" describe this policy.

3. _____

L. PROGRAMS AND ACTIVITIES

Education:

What types of educational or cultural activities does the institution or organization regularly schedule under the direction of the staff, paid or volunteer? (Check one or more where applicable.) Is your program conducted by a full-time paid staff member? , part-time paid staff member? , volunteer? .

- 1. Guided tours for school classes
- 2. Presentations at schools
- 3. Special lectures and/or demonstrations for school classes at the institution
- 4. Guided tours and talks for general groups
- 5. Classes, clubs and study groups for children
- 6. Classes, clubs and study groups for adults
- 7. Lecture series for general audience
- 8. Radio programs produced by the institution
- 9. TV programs produced by the institution
- 10. Film series
- 11. Speaker's bureau
- 12. Other, Specify

Art series (dance, mime, puppetry, music, sculpture, painting, etc.)

Does the institution or organization offer regular educational activities specifically designed for any of the following? (Check where applicable.)

- 13. Talented/gifted children
- 14. Handicapped persons
- 15. Preschool children
- 16. School-age children
- 17. College & university students
- 18. Adults
- 19. Other, Specify

Describe the general age group to which the majority of your regularly scheduled activities is directed (preschool, grades 1-4, 5-8, high school, college and university, graduate, adults, other).

20. Please refer to Addendum XII.
All age groups are attended to.

Did the institution's staff lead field excursions for the public to sites of scientific interest during the reporting year?

21. YES NO

If "YES" for what kinds of groups were excursions led? (Check one or more.)

- 22. School classes
- 23. Community groups
- 24. Membership
- 25. Other, Specify

n/a

If your institution has organized programs for school-age children, are they planned in cooperation with local school authorities?

26. YES NO N/A

If your institution has organized programs for high school students, are they planned in cooperation with local school authorities?

27. YES NO N/A

Does your institution have joint programs or special affiliations with colleges and universities?

28. YES NO

If "YES" check where applicable.

- 29. Research at graduate level
- 30. Research at undergraduate level
- 31. Work experience for credit at graduate level
- 32. Work experience for credit at undergraduate level
- 33. Work experience without credit
- 34. Observation or participation in program by teacher trainees
- 35. In-service courses for classroom teachers
- 36. Training program for professional zoo/aquarium workers
- 37. Specimens loaned to colleges
- 38. College credit courses taught in your facilities
- 39. College credit courses taught by your professional staff (any location)
- 40. Other, Specify

Does your institution have a formal, planned program specifically designed for training professional zoo/aquarium workers (other than staff members)?

41. YES NO

If "YES" describe.

42. n/a

If "YES" how many individuals were enrolled during the reporting year?

43. n/a

Has formal application been made to governmental agencies for direct funds during the past fiscal year (other than from your governing authority)?

- 44. Municipal
- 45. County
- 46. State
- 47. Federal
- 48. Other, Specify

Agency applied to	Program applied for (education, history, training, etc.)	Amount of support received
49. HEW - IMS	ISIS	25,000
50. Minn. Arts Board - arts		5,000
51. Nat'l Endowment		
52. for the Arts	- sculpture	25,000
53. Dept. of Ed.	Zoo Metrics	19,656

If "NO" please comment.

Has formal application been made to a private foundation during the past fiscal year?

54. YES NO

Foundation applied to	Program applied for (education, history, training, etc.)	Amount of support received
55. Medtronic, Inc.	Telemetry	Pending
56. Dayton Hudson Foundation	Arts	\$5,000
57.		
58.		
59.		

Research :

(Formal research projects: study intended to acquire new knowledge, as opposed to identification or reference.)

Did your institution undertake formal research projects during the reporting year?

60. YES NO

Is research the primary function and activity of your institution?

61. YES NO

Is research a major function and activity of your institution?

62. YES NO

If your institution conducts research, please specify the major subjects.

63. Please refer to Addendum XIII

Do you have a research library?

64. YES NO

Publications:

Did you issue publications during the reporting year?

65. YES NO

If "YES" were any of the following issued? (Check where applicable.)

66. Formal Annual Report

- 67. Membership newsletters, calendars of events, flyers, etc.
- 68. Scholarly or technical books, pamphlets or bulletins based on research findings
- 69. Popular books, bulletins or pamphlets (excluding membership flyers, etc.)
- 70. Regular periodical(s) (magazines, journals, proceedings)
- 71. Other, Specify
Filmstrips, posters

State briefly the policy toward answering information, research and reference inquiries received by the institution.

- 72. General information inquiries are answered by the zoo's librarian - technical requests are routed to the curatorial staff. **M. SUMMARY**

What is the stated purpose of the institution? Summarize briefly.

The institution exists to represent some of the diversity of natural life in an ecological context, and to provide a learning center for the general public to better appreciate the natural world.

Please attach one copy of each of any flyers or brochures that describe the institution, its exhibits and purposes.

- 1. Copy attached.

Please sign, date and return this questionnaire by mail in the accompanying envelope.

Application for Accreditation, accompanied by the initial fee, constitutes agreement by the applicant zoological park or aquarium to consent to and abide by the decision(s) of the American Association of Zoological Parks and Aquariums arrived at through the agencies of the Accreditation Commission and its operative agencies.

2. Robert Waterhouse Executive Officer
Signature Title

3. 28 February 1980
Date

EXTENDED ANSWERS

This space is provided for the extension of descriptions or explanations which otherwise would not fit in the space allotted by the questionnaire. Be sure to include the question reference number and page number to which each extended explanation on this page refers.

Page &
Question#

		Average Salary	Fulltime	Part-time
3-11	Associate Director	24-33,000	1	0
3-11	Business Services Director	20-27,000	1	0
3-11	Concessions Supervisor	16-22,000	1	0
3-11	Group Sales	15-20,000	1	0
3-11	Personnel Aide	11-14,000	1	0
3-11	Account Clerk	9-11,000	2	0
3-11	Accounting Technician	12-15,000	1	0
3-11	Switchboard Operator	9-11,000	1	0
3-19	Animal Health Specialists	13-16,000	2	0
3-19	Medical Records Clerk	9-12,000	1	1
3-19	Interpretive Naturalist	15-20,000	3	0
3-19	Interpretive Aide	11-13,000	1	0
3-19	Librarian	14-19,000	1	0
3-27	Radio/TV Program Supervisor	13-16,000	1	0
3-27	Monorail Tour Guide	9-12,000	0	8
3-27	Groundskeeper	10-12,000	6	
3-27	Buildings and Grounds Worker	10-13,000	6	0
3-27	Building Maintenance Foreman	17-18,000	3	0
3-27	General Repair Worker	15,000	3	0
3-27	Monorail Maintenance Worker	16,000	1	0
3-27	Monorail Maintenance Trainee	15,000	3	0
3-27	Monorail Maintenance Foreman	18,000	1	0
3-27	Laborer I and II	11-15,000	7	0
3-27	Auto Driver	9-12,000	1	0
3-27	Auto Mechanic Foreman	17-18,000	1	0
3-27	Automotive Technician	13,000	1	0
3-27	Chief Power Plant Engineer	17-21,000	1	0
3-27	Inventory Control Supervisor	13-18,000	1	0
3-27	Inventory Stores Clerk	9-12,000	2	0
3-0	CETA	6-13,000	9	.31

REV: 11/78

AAZPA ACCREDITATION QUESTIONNAIRE

TABLE OF ORGANIZATION

1. Questionnaire
2. Addendum I - History of the MZG
3. Addendum II - Board Operations By-Laws
4. Addendum III - List of Board of Directors
5. Addendum IV
 - a. Objectives and Guidelines of MZG
 - b. Position Description of General Director
 - c. Chapter 85a - Minnesota Statutes
6. Addendum V - Resume, General Director
7. Addendum VI - MZG Department Supervisors
8. Addendum VII - Volunteer Programs
9. Addendum VIII - Animal Management Records
10. Addendum IX - MZG Identification System
11. Addendum X - Conservation Efforts of MZG
12. Addendum XI - List of organizations to which MZG belongs
13. Addendum XII - Program Highlights and Activities
14. Addendum XIII - Research at MZG
15. 1 set of flyers, pamphlets, etc.
16. 1 set of Departmental Activity Plans
17. 1 set of Animal Records Keeping Forms

HISTORY OF THE MZG

Addendum I

- 1955 - Como Zoo Volunteer Committee set out to procure a zoo director and to raise money for the improvement of the Como Zoo.
- 1961 - The Minnesota Zoological Society was incorporated to establish a year-round, modern zoo for St. Paul.
- 1966 - A metropolitan area zoo was proposed after studies indicated that Como Zoo could not be expanded into a major zoo facility.
- 1967 - Zoo bill failed in the Legislature. However, Metropolitan Council's Zoo Advisory Committee submitted a report and recommendations that were basis for 1969 legislation.
- 1969 - Legislation passed creating the Minnesota Zoological Board, appointed by the Governor and \$500,000 was authorized to develop a master plan for the MZG.
- 1970 - Site selection
- 1971 - Funding for the zoo bill failed by one vote in the legislature.
- 1973 - Revised master plan was presented and the bill passed the legislature and was signed by Governor Anderson allowing for \$23,025 million in bonds with \$2,350 million additional matching funds for the construction of the MZG.
- 1973 - (October) First money voted in ISIS through AAZPA.
- 1974 - (January) Program implementation of ISIS began with hiring of the System Manager.
- 1974 - (May 26) Groundbreaking
- 1975 - (July) Incorporation of the Minnesota Zoological Garden Foundation.
- 1976 - Completion of first buildings. Zoo staff moves to site. Budget increased to \$28,148,763.
- 1977 - (spring) Plant acquisition began.
- 1977 - (summer) Move into main complex. Animal acquisition began. ZooRide construction began. Budget increase to \$29,250,000.
- 1977 - (winter) Essential completion of phase one construction.
- 1978 - (May) Grand Opening of MZG.
- 1978 - (June 20, first free Tuesday) Largest attendance at MZG--31,517.
- 1978 - (July 26) ½ millionth visitor
- 1979 - (March 2) One millionth visitor
- 1979 - (March 31) First volunteer to reach 1000 hours service.
- 1979 - (September 20) Monorail opens to public.
- 1979 - (October) AAZPA presented the MZG with the Education Award.
- 1980 - (January) Governor Quie opened cross-country ski trails.
- 1980 - (winter) First of a series of "Arts in the Zoo".

Plans for a major zoological garden in Minnesota date back several years. The initial concepts centered around an expanded Como Park Zoo. Subsequent studies by the Minnesota Society, the Citizens League, and the Metropolitan Council's Zoo Advisory Committee were undertaken from 1964-1968. Each study concluded that a zoological garden would fill a massive cultural void in the region, that it would

bring a host of benefits ranging from increased tourism, to enrichment of educational experiences, to providing a major contribution to "quality of living" standards in the area. Based upon collective recommendations, legislative action was sought to fund and establish a facility through state tax revenues. The 1969 legislature accepted in principle the concept of a major zoological garden and appropriated funds for development of a master plan for the first "state zoo" in the United States. An eleven member governor-appointed Minnesota Zoological Board was created to study, plan and acquire a site (subsequently selected in 1971). The 1973 legislature approved a master plan and approved a bonding program for the development of the zoo. Dakota County acquired the primary site and contributed it to the state. Construction commenced on May 1, 1974 with the first phase scheduled for completion in 1977. Opening day was scheduled for May 1978.

MINNESOTA ZOOLOGICAL GARDEN
Board Operations By-Laws

ARTICLE I.
Meetings

Section 1. Regular Meetings: Regular meetings of the Board shall be held on the second Thursday of each month, unless otherwise specified by its chairman.

Section 2. Special Meetings: Special meetings may be called by either the chairman or by any three members of the Board, provided notice is given to all members of the Board at least five days prior to the date of meeting by the United States mail. Notice of special meeting called by three members of the Board shall contain the signatures of the three members who are calling the meeting.

Section 3. Time and Place: Time and place of regular and special Board meetings shall be at 2:30 o'clock P.M. at the Zoological Board Offices, unless otherwise specified by the chairman.

Section 4. Agenda: Agenda shall be prepared by the chairman in consultation with the director and shall be submitted to the Board members prior to the meeting.

Section 5. Quorum: Quorum shall consist of six members of the Board, or, in the event there are vacancies on the Board, a majority of members of the Board.

Section 6. Transaction of Business: The acts of a majority of Board members present at a meeting at which a quorum is present shall be the acts of the Board.

ARTICLE II.
Officers

Section 1. Officers: The officers of the Board shall be the chairman, vice-chairman, secretary and treasurer.

Section 2. Term of Office: Term of office shall be for one year.

Section 3. Election of Officers: Election of officers shall take place at the regular meeting of the Board in July of each year.

Section 4. Vacancies: The Board shall, within two weeks following the occurrence of a vacancy on the Board, advise the Governor of such vacancy and request that he make an appointment to fill the vacancy. Vacancies and removal from the Board shall, in all other respects, be accomplished in accordance with Minnesota Statutes 15.0575, Subdivision 4.

ARTICLE III.
Committees

Section 1. Approval: The chairman shall appoint all committee chairmen and shall approve all appointments of committee members.

Section 2. Executive Committee: Executive Committee shall consist of the officers of the Board and chairmen of the standing committees. The Executive Committee, by unanimous, affirmative action of the Board, shall have and exercise the authority of the Board in the management of the business of the Minnesota Zoological Board. Any such Executive Committee shall act only in the interval between meetings of the Board and shall be subject at all times to the control and direction of the Board.

The Executive Committee shall also act as the Finance Committee of the Board, specifically reviewing and recommending to the Board budgets, sales and revenue reports, legislative programs, Minnesota Zoological Garden Foundation interface, and long term finance planning.

Section 3. Standing Committees: The standing committee of the Board shall consist of an Operations and Planning Committee.

Section 4. Special Committees: Special committees shall be appointed by the Chairman and approved by the Board as the business of the Board dictates.

Section 5. Committee Duties: The primary duties of each committee are to review significant Board business prior to the time a Board decision is required and to make a recommendation to the Board.

ARTICLE IV. Board Member Expenses

Section 1. Provision for Payment: Board member expense shall be paid in accordance with Minnesota Statutes 1977, Chapter 85A, Section 85A.01, Subd. 1a.

Section 2. Per Diem Compensation: Board members, except those who are full time state employees or full time employees of the political subdivisions of the state shall be paid per diem compensation as follows:

1. Regular or special board meetings at which the member attends.
2. Board committee meetings at which the member attends.
3. Meetings with other governmental agencies and community groups which by board action the member or members are authorized to represent the board.
4. Trips to other zoos, to regional and national conferences, and to other meetings which by board action the member or members are authorized to represent the board.
5. No more than one per diem compensation of \$35.00 shall be paid in any one day.

Section 3. Travel Expense: Travel expense is authorized for meetings and trips that meet the criteria outlined in Section 2.1 through Section 2.5 above. Reimbursement will be in the same manner and amount as received by state employees in accordance with the regulations and policies of the Department of Personnel.

ARTICLE V. Amendments

Section 1. Amendment of By-Laws: By-Laws may be amended at a regular or special meeting of the Board by two-thirds majority vote of board members present; providing that notice of an intent to amend, including the wording of the amendment, shall be sent to all board members at least ten days prior to such a meeting by the proposer by means of the United States mail.

Addendum III

MINNESOTA ZOOLOGICAL BOARD OF DIRECTORS

<u>Term Expires</u>	<u>Name</u>	<u>Principal Business Aff.</u>	<u>BD. Office</u>
1981	Firmin L. Alexander 5673 - 133rd St. Court Apple Valley, MN 55124	Sr. High Principal Special Assignment Learning Center Program St. Paul Public Schools	Treasurer
1983	Richard Arndt 669 Laura Court Mendota Heights, MN 55118	CPA & partner of Arthur Anderson & Co.	
1983	Patricia Davies 3424 Edmund Boulevard Minneapolis, MN 55406	Active member of League of Women Voters; member of Guthrie Board and Citizen's League Board	Vice Chairperson
1981	Robert H. Engels 2950 Dean Parkway 2005 Minneapolis, MN 55416	Former Chairman of the Board - Northern States Power Co. (NSP)	
1981	Robert Ferguson 855 Cliff Road Eagan, MN 55123	Principal, Diamond Path School (Rosemount School District)	
1983	James L. Hetland, Jr. First National Bank of Mpls. 515 Marquette Avenue Minneapolis, MN 55402	Senior Vice President First National Bank of Mpls.; Former Chairman of the Metropolitan Council	Chairman
1980	Sandra Stokesbary 4203 Wentworth Ave. So. Minneapolis, MN 55409	Community Volunteer	
1981	John E. Tilton 1 Webster Place Hopkins, MN 55343	Former publisher - Sun Newspapers	Secretary
1980	Adolf Tobler 915 Edmund St. Paul, MN 55104	Retired; active in union and community affairs; Thomas-Dale/District 7 Planning Council, Inc.	
1980	Jerome Wagner 715 Park Anoka, MN 55303	Teacher; Anoka Sr. High	
1983	Paul Zollman, DVM 200 First St. Southwest Rochester, MN 55901	Veterinarian - Animal Research Mayo Clinic	
1981	James W. Kennedy (Ex-Officio) 848 Allen Avenue West St. Paul, MN 55107	Dakota County Commissioner	

See Capital Review Plan Study 3/18/77
Revised April 19, 1977
Objective "W" Added November 10, 1977
Objective "O" Revised September 29, 1978
Objective "O" Revised February 2, 1979

OBJECTIVES AND GUIDELINES
MINNESOTA ZOOLOGICAL GARDEN

OBJECTIVE A: Animals will be presented in ecological perspective.

Guidelines:

1. The overall zoo organization shall be zoogeographic in nature and shall be implemented in ecological units.
2. The planting in any specific area shall be ecologically appropriate.
3. Where possible, visitors will seem to move through the animal's environment rather than the animal displayed in the human environment.
4. Exhibits will be designed to illustrate specific biological characteristics and principals.
5. Exhibits will demonstrate man's relationship to his world by showing the universality of interdependence in nature.
6. Where possible, animals will be presented in mixed exhibits.

OBJECTIVE B: The zoo shall be a year-round facility designed to take advantage of the Minnesota climate.

Guidelines:

1. The animal collection shall emphasize northern climate and Minnesota species wherever practical.

OBJECTIVE C: The educational program shall have a state-wide outreach and appeal to all ages and groups.

Guidelines:

1. There shall be a children's zoo in the interpretive center.
2. All presentations shall have a multi-level appeal.
3. A zoomobile operation shall be included in the zoo.
4. So far as possible, exhibits shall be tailored to support the biology curricula of Minnesota schools, including accommodation of students.

OBJECTIVE D: Major zoo programs of education, conservation and research shall be designed to enrich the recreational function of the zoo.

Guidelines:

1. Research activities and facilities shall be incorporated into the entire zoo.
2. Animal-visitor interaction shall be encouraged by exhibit design.
3. Exhibit design and presentation shall utilize the most advanced display techniques available.
4. There will be no rides of the carnival type on the zoo site.

OBJECTIVE E: The zoo shall emphasize the propagation of exhibited species.

Guidelines:

1. The zoo shall specialize in breeding of one or more endangered species appropriate to the Minnesota climate.
2. The zoo shall display appropriate numbers of specimens representing relatively few species.

OBJECTIVE F: The zoo design shall preserve to the maximum degree possible the natural attributes of the site including land forms, desirable vegetation, ponds and existing wildlife habitat.

OBJECTIVE G: The design of zoo facilities and exhibits shall incorporate the special requirements of the elderly and handicapped.

OBJECTIVE H: Wherever possible, facilities shall be designed with flexibility sufficient to allow for future expansion and response to future development of the transportation, exhibit, research and educational techniques and technology.

Guidelines:

1. During design the Board shall be notified of instances where this objective is not possible or practical.

OBJECTIVE I: Visitor traffic and service traffic shall be separated to the maximum degree possible.

Objectives & Guidelines

Page 3

OBJECTIVE J: Design and construction of support facilities shall receive first priority.

Guidelines:

1. Facilities must allow acquisition and holding of zoo animals before zoo opening.
2. There must be facilities to establish and maintain planting before zoo opening.
3. There must be on-site facilities to house zoological garden basic offices and staff concurrent with support facilities.

OBJECTIVE K: There shall be sufficient facilities and personnel for the normal maintenance, security, and operations of the zoo.

OBJECTIVE L: Cooperation with major public agencies shall be encouraged in the development of zoo facilities and programs and development of land adjacent to the site.

OBJECTIVE M: The zoo shall be designed as a USDA approved zoo.

OBJECTIVE N: The State Zoological Board will assist the activities and development of qualified zoos throughout the State.

OBJECTIVE O: The MZG shall be planned, developed and operated in order to achieve the greatest degree of financial self-sufficiency attainable consonant with these collective objectives and guidelines.

Guidelines:

1. The MZG Board should have the final authority to set all rate structures and fees.
2. The MZG should have the ability and authority to establish and administer a vigorous marketing campaign.
3. The MZG should have the ability to continue growth in the physical facilities, animal collection, and program quality.
4. The MZG should have a continuing capital building program which may be financed through the MZG Foundation, state bonding, or a combination of resources.
5. The MZG should be able to provide reduced response time between decision-making and implementation.

OBJECTIVE P: All zoo facilities shall be designed to protect the health of visitors, employees and animals.

Guidelines:

1. Facilities shall conform to all Federal, State and local codes and regulations in regard to safety.
2. Barriers and exhibit access shall be designed for maximum protection of visitors and animals.
3. All work areas shall be designed to maximize safety of employees.
4. There shall be a 24 hour a day internal security force.
5. The zoo will be enclosed with a continuous perimeter fence.
6. There shall be a first aid station.
7. There will be a system of direct communication with local fire, police and medical services.

OBJECTIVE Q: Adequate facilities for the on-going animal care and health programs shall be provided.

OBJECTIVE R: Best available technology and methods in management of large numbers of visitors shall be incorporated into the zoo design.

OBJECTIVE S: There shall be at least one exterior exhibit sequence featuring northern climate animals, providing both a vehicular and pedestrian viewing experience.

OBJECTIVE T: Zoo design and energy use shall emphasize energy conservation.

Guidelines:

1. Design of structures shall provide for efficient use of energy. In so doing, consideration shall be given to building locations, insulation qualities, and mechanical and electrical conservation techniques and devices.
2. Commercially available sources of energy shall be evaluated for environmental impact, efficiency, cost and predictions regarding long-term availability.
3. To the extent feasible, heating systems shall be designed to permit use of a variety of energy vehicles.
4. In the location and design of facilities, consideration shall be given to future on-site energy production.

OBJECTIVE U: When capital additions, improvements, or new programs are implemented, there should be reasonable evidence that the new project can be adequately supported upon completion by operational budgets, endowment programs or increased revenue resulting from the addition.

OBJECTIVE V: A Capital Improvements Plan shall be created and regularly reviewed to ensure that existing facilities are constantly maintained and improved and that new additions are planned and built in a timely manner to insure attractiveness and economic viability.

Guidelines:

1. The quality of the visitor experience shall be maintained by regular improvements of existing facilities.
2. The variety of zoo experience shall be increased through timely additions of new attractions, programs and concepts.
3. Facilities for visitor comfort, safety and access should be regularly reviewed and changes made where necessary.
4. Timely reviews of operations and service facilities shall be done and improvements made to insure an energy efficient, economic and quality operation.
5. Gifts and grants shall be sought to fulfill the needs of a Capital Improvements Plan.
6. All fund raising activities shall consider the Board's Capital Improvements Plan as a guide for solicitation.

OBJECTIVE W: Zoo stores and rental services shall be designed and operated as part of the recreational and educational experiences, zoo services to the visitor, and as a significant source of operating income.

Guidelines:

1. There shall be multiple sales outlets located in high traffic areas accessible to visitors leaving the zoo or leaving popular exhibits.
2. Sales outlets shall be highly visible but must not interrupt essential circulation patterns, or visually detract from the exhibits.
3. Stores shall be designed for flexibility of layout and for mass merchandising, both self-service and over the counter, capable of servicing peak day attendance.
4. There should be sufficient indoor sales outlets to adequately service winter visitors.

5. The zoo stores shall offer a wide variety of merchandise. That variety shall include a full range of merchandise price levels and popular high turnover categories, with selection of items based upon comparative high quality in both design and workmanship within those price levels and categories.
6. Total storage capacity for the zoo stores should be on a 1.1 square foot ratio with the sales area and storage space provided at or near each sales facility, as well as warehouse space in a functional location.
7. A) Store design should be compatible with Zoo design.
B) Promotional signs and visual information dealing with merchandising should be compatible to the overall graphics system.
8. Enough zoo store facilities shall be available by zoo opening to meet a ten percent of zoo gross income objective for the first year.
9. Rental services (strollers, wheelchairs, cameras, audio tape units, and such) shall be accessible to visitors entering and leaving the zoo and major outdoor exhibit areas, and part of or closely related to functional zoo store.

Position Description Form for the State of Minnesota
Department of Personnel

Addendum IV (b)

Name of Employee: _____

Position Control Number: _____

Position Title: General Director

Classification Title: _____

Department: Minnesota Zoological Garden

Prepared by: _____

Employee's Signature: _____

Date: _____

Supervisor's Signature: _____

Date: _____

Appraisal Period: _____ To _____

Previous Incumbent: _____

Position Purpose:

This management position under the policy supervision of the Minnesota Zoological Board is expected to direct the administrative services, communications, and decision making necessary to plan, organize, direct and control all developmental and operational activities of the Minnesota Zoological Garden, a major self-supporting zoological garden operating as an agency of the State and expected to serve 2,000,000 visitors per year.

Reportability and Dimensions:

Reportability

Reports to: Minnesota Zoological Board

Supervises: Generally supervises up to 900 individuals, about 300 of whom may be actively performing services at any one time. The individuals include permanent employees (about 170), interns, part-time, CETA, and seasonal employees (up to 130), special consultants, contractors, and designers (generally about 10), volunteers (up to 400), and concessionaire's food service employees (up to 200).
Directly supervises 5 top management personnel including 4 Division Directors and 1 Administrative Officer. Also, may direct some work activities by persons providing staff services such as personnel, finance, and public relations.

Dimensions:

Budget: FY79 operating income production of \$5,500,000; FY79 operating expense budget of \$4,900,000; Capital facilities, equipment, animal and plant collection valued up to \$40,000,000, plus 500 acre site. Capital additions to be planned and financed using gifts, grants, and donations.

Clientele: Approximately 4,000,000 Minnesota residents and 2,000,000 Minnesota Zoological Garden visitors, and outreach to approximately 200,000 State residents per year. 12 member State Zoological Board; 11 members Governor appointed and 1 ex-officio member of Dakota County Board. State of Minnesota Governor, Executive Branch, and State Legislature. Liaison and supportive relationships with local governmental units, Minnesota Zoological Society (10,000 citizen members), Minnesota Zoological Garden Foundation (fund raising), Minnesota Zoo Ride, Inc. (Zoo Ride), International Species Inventory System (animal record system), American Association of Zoos & Aquariums (zoo professional association), and other professional and business groups.

Department of Personnel

Name of Employee: _____

Position Control Number: _____

Principal Responsibilities:

To provide administrative and executive services as Executive Secretary to the Board so that policy issues are considered and policy directives are executed.

To coordinate Minnesota Zoological Garden relationships with the State of Minnesota Governor, Executive Branch, and Legislature so that the Minnesota Zoological Garden provides the necessary liaison and reporting and activities meet Legislative policy requirements and Executive procedural guidelines.

To coordinate Minnesota Zoological Garden relationships with other Minnesota zoos, with community and support groups, including at least the Minnesota Zoological Society, Minnesota Zoological Garden Foundation, International Species Inventory System, American Association of Zoos & Aquariums, and City of Apple Valley so that the Minnesota Zoological Garden maintains liaison and mutual reporting relationships and secures the benefit of understanding and support for Minnesota Zoological Garden programs.

To direct the Minnesota Zoological Garden organization in all activities and chair management team meetings so that staff services provide the visitors with both a recreational and educational experience.

Authorities:

1. a) To plan, prepare and propose for Board approval, Board and Committee organization, zoo regulations, biennial budgets, admission fees, and other policy directives or materials.
- b) To direct preparation of Board and Committee agendas and other materials necessary for Board consideration.
- c) To execute and enforce all regulations and policy directives of the Board.
2. a) To plan, prepare and present to State representatives, such administrative reports as may be required by the State.
- b) To regularly report to the Governor, Legislature and other State representatives to assure communications & liaison.
- c) To plan and prepare legislative proposals for Board review.
3. a) To organize and develop support relationships and communications.
- b) To request such products and assistance as appropriate within Board approved policies.
- c) To provide information for and participate in as appropriate, the deliberations of support groups.
- d) To delegate and assign staff liaison responsibilities.
4. a) To employ and organize, subject to Zoo Board approval, all officers, employees and agents of the MZG.
- b) To assign and transfer personnel, powers and duties as appropriate.
- c) To establish and enforce operational policies and procedures.
- d) To set agendas, lead discussions, and make final decisions as to necessary leadership of the management team.

Name of Employee: _____

Position Control Number: _____

Principal Responsibilities:

5. To direct the administrative services for the Board and staff so that general support, including personnel, affirmative action, finance, purchasing, and contract administration, assists Board and staff and plans and controls resource use.

6. To direct the commercial services related to the visitor, including marketing, promotions, sales, ticketing, cash handling, food services, gift stores, and public safety, so that visitors receive recreational, commercial, and public safety services, and the Minnesota Zoological Garden receives and protects income through promotion and services.

Authorities:

5. a) To employ (subject to Minnesota Zoological Board confirmation), supervise, promote, and discharge the Administrative Officer in charge of administrative services.
- b) To request and approve personnel assignments, and transfers, and staff organization, subject to Board review.
- c) To delegate specific authorities, including signatory or approval powers, as necessary.
- d) To supervise and approve internal communications programs and external public relations.
- e) To supervise and approve personnel policy and hiring practices, including final authority on all hiring.
- f) To supervise and approve the affirmative action program to assure compliance with State and Board policies.
- g) To supervise and approve MZG participation in labor relations policy and related negotiations.
- h) To supervise and approve financial and budget activities.
- i) To supervise and approve purchasing and contract administration.
- j.) To supervise and approve all operational planning and allocations of resources.
6. a) To employ (subject to Minnesota Zoological Board confirmation), supervise, and discharge the Division Director in charge of commercial and visitor services.
- b) To request and approve personnel assignments, and transfers and staff organization, subject to Board review.
- c) To delegate specific authorities, including signatory or approval powers, as necessary.
- d) To supervise and approve marketing and promotional materials and activities and marketing plans, subject to Board approval.
- e) To supervise and approve plans for public safety, security, traffic control, and crowd control.

Department of Personnel

Name of Employee: _____

Position Control Number: _____

Principal Responsibilities:

7. To direct the educational and informational communication services to the public and visitor so that residents of the State of Minnesota may receive information, education, and interpretation about conservation generally and Minnesota Zoological Garden concepts specifically, and visitors receive assistance in understanding the Minnesota Zoological Garden concept, services, and exhibits.

8. To direct the physical facilities services so that visitor facilities, exhibits and operational spaces are maintained, planned, and developed toward the long range development objectives of the Minnesota Zoological Garden.

Authorities:

f) To request and approve plans and reports from, and review operations of cash handling, ticketing, gift stores, concessions, and public safety.

7. a) To employ (subject to Minnesota Zoological Board confirmation), supervise, and discharge the Division Director in charge of educational and informational services.

b) To request and approve personnel assignments, and transfers, and staff organization, subject to Board review.

c) To delegate specific authorities, including signatory or approval powers, as necessary.

d) To supervise and approve public information materials.

e) To supervise and approve volunteer program relationships.

f) To supervise and approve development, use, and control of communications systems.

g) To request and approve plans and reports from, and review operation of education programs, outreach, library, graphics, photography, theater, and audio-visual activities.

8. a) To employ (subject to Minnesota Zoological Board confirmation), supervise, and discharge the Division Director in charge of physical facilities services.

b) To request and approve personnel assignments, and transfers, and staff organization, subject to Board review.

c) To delegate specific authorities, including signatory or approval powers as necessary.

d) To supervise and approve, physical planning and design, subject to approval by the Board for long range plans.

e) To supervise and approve exhibits design and construction.

f) To request and approve plans and reports from, and review operations of exhibits construction and all physical maintenance and operations activities.

Department of Personnel

Name of Employee: _____

Position Control Number: _____

Principal Responsibilities:

9. To direct the animal management, animal health, and plant sciences services so that animals and plants are available for exhibition and are acquired and maintained to meet animal health requirements and the long range exhibit development, conservation, education and research objectives of the Minnesota Zoological Garden.

Authorities:

9. a) To employ (subject to Minnesota Zoological Board confirmation), supervise, and discharge the Division Director in charge of animal and plant science services.
- b) To request and approve personnel assignments, transfers, and staff organization, subject to Board review.
- c) To delegate specific authorities, including signatory or approval powers as necessary.
- d) To supervise and approve animal acquisition, sale or disposition.
- e) To supervise and approve acquisition of plantings.
- f) To supervise and approve all plans or programs for animal health, animal feeding, care, and behavior, horticultural development and care, and research and records activities.
- g) To request and approve reports from and review operations of animal care, animal health, horticultural maintenance, and research and records.
- h) To supervise and approve International Species Inventory System program relationships to the Garden, subject to Board approval of long term commitments.

Department of Personnel

Name of Employee: _____

Position Control Number: _____

Nature and Scope:

RELATIONSHIPS: This position relates directly or indirectly to all employees and support services at the Zoological Garden. Primary communication is with and through the Administrative Officer and four Division Directors using weekly Director's Advisory Committee meetings and periodic meetings with other supervisors and staff for policy communication. Individual communications with Division Directors, Administrative Officer, and primary staff services, such as Personnel, and special meetings are also used for work assignments.

The General Director is also Executive Secretary of the Board, which is the policy making body for the Minnesota Zoological Garden, and serves as an ex-officio member of the Board and all Board Committees. The General Director produces all necessary administrative material, advises the Board on all policy matters, and executes all decisions.

The General Director coordinates directly with the Executive Branch, particularly the Office of the Governor, and Departments of Finance, Personnel and Administration, and with representatives of the Legislative Branch as necessary.

The General Director coordinates with related support groups such as the American Association of Zoological Parks & Aquariums (AAZPA), Minnesota Zoological Society, Minnesota Zoological Garden Foundation, and International Species Inventory System (ISIS)

Membership and participation in local, national, and international conservation, education, zoological and management organizations may be required to maintain vital support relationships.

SKILLS: This position requires an individual with substantial skill in management and human relations. The incumbent must have the ability to lead and administer a large staff with a diverse range of professional and technical skills. The abilities to plan, organize, direct, control, communicate and decide are vital to staff operations.

This position also requires extensive human relations and oral and written communications skills in working with the public, zoo visitors, a supervisory policy board, related support organizations and groups, and the State Administrative, Executive, and Legislative personnel.

Since diversity of operations virtually precludes any one individual from possessing technical expertise in all of the required areas, the incumbent should possess the ability to learn about and understand those technical areas sufficient to direct staff activities. The primary technical skills should be in general management including budget and finance, organization (particularly knowledge of State operations and zoological organizations), contract administration, personnel and marketing. The highly desirable skills include conservation and environmental knowledge, animal management, animal health, design and construction, mechanical and electrical operations (and related skilled trades), education, communications systems, horticulture management, security and crowd control, merchandising and sales, transit and transportation, food services, and advertising.

PROBLEM SOLVING: The incumbent is called upon on a daily basis to review, analyze and make immediate decisions in a unique and complex managerial and technical setting. Problems to be solved affect the operation of a specialized zoological garden and aquarium, a type of operation ranked among the five most complex units in the United States.

The incumbent must also determine whether and how issues should be referred for policy or procedural consideration to the Board, State Executive Branch, or State Legislature.

Department of Personnel

Name of Employee: _____

Position Control Number: _____

Nature and Scope:

PROBLEM SOLVING (CONT'D)

While the incumbent must display creativity and has substantial opportunity for creativity because of complex relationships, latitude for solving procedural problems is restricted by general State policies and executive and legislative oversight.

FREEDOM TO ACT

The incumbent reports regularly to the Minnesota Zoological Board, and periodically to the Governor's Office and Legislative Committees. Periodic review of operations and procedures by executive and legislative representatives, and executive review and approval procedures do limit freedom to act.

Reports are both oral and written, and often complex and detailed.

Within the limits of approved budgets or income developed, policy supervision by the Legislature and Board, and continuing executive and legislative oversight, the incumbent is free to direct all staff operations.

CHAPTER 85A

MINNESOTA ZOOLOGICAL GARDEN

Sec.
85A.01 Creation; organization.
85A.02 Powers and duties.
85A.03 Director.

Sec.
85A.04 Zoological garden accounts in the general fund.
85A.05 Minnesota state zoological garden bonds.

85A.01 CREATION; ORGANIZATION. Subdivision 1. The Minnesota zoological garden is hereby established under the supervision and control of the state zoological board which is hereby created. The board shall consist of 11 members appointed by the governor with the advice and consent of the senate. In consultation with the Dakota county board the governor shall appoint as a twelfth member of the zoo board a resident of Dakota county who shall not vote and who may be a member of the county board.

Subd. 1a. The membership terms, compensation, removal of members, and filling of vacancies on the board for all voting members shall be as provided in section 15.0575.

Subd. 2. The board shall annually elect a chairman from among its members and such other officers as it may deem necessary for the performance of its duties. It shall appoint a director to serve at its pleasure who is in the unclassified service of the state and who shall be chosen solely on the basis of his training, experience and other qualifications in the field of zoo management. The director shall act as executive secretary and appoint administrative officers and employees of the board with the approval of the board. With the approval of the board, he shall exercise the powers and duties set forth in section 85A.03.

Subd. 3. The director, officers and employees are included in the meaning of state employee under the provisions of section 352.01, subdivision 2A.

Subd. 4. The board shall meet at such times and places as it may determine.
[1969 c 868 s 1; 1976 c 134 s 19-21; 1977 c 368 s 1]

85A.02 POWERS AND DUTIES. Subdivision 1. The board shall possess the powers and shall be charged with the duties and responsibilities prescribed in this section.

Subd. 2. The board shall acquire, construct, equip, operate and maintain the Minnesota zoological garden at a site in Dakota county legally described in Laws 1975, Chapter 382, Section 12. The zoological garden shall consist of adequate facilities and structures for the collection, habitation, preservation, care, exhibition, examination or study of wild and domestic animals, including, but not limited to mammals, birds, fish, amphibians, reptiles, crustaceans and mollusks. The board may provide such lands, buildings and equipment as it deems necessary for parking, transportation, entertainment, education or instruction of the public in connection with such zoological garden.

Subd. 3. The board may conduct research studies and programs, collect and analyze data and prepare reports, maps, charts and other information relating to the zoological garden or any wild or domestic animals or may contract for any of such services without complying with the requirements of chapter 16.

Subd. 4. The board may appoint an advisory committee consisting of persons who are members of zoological societies or who have shown a background or interest in such societies or zoo management.

Subd. 5. The board may accept and use gifts, grants or contributions from any source or appropriations made by the legislature for the purpose of the establishment and operation of the zoological garden or for the establishment, improvement or operation of facilities related thereto and necessary therefor at the sites of other zoological gardens owned by governmental subdivisions of the state of Minnesota.

Subd. 6. Lands necessary for any of the purposes enumerated in this section may be acquired by eminent domain proceedings under the authority of chapter 117.

Subd. 7. The board may enact regulations governing the efficient protection of the Minnesota zoological garden and the related facilities and the conduct of persons entering therein. Regulations shall become effective in the manner provided by law for

the promulgation of rules and regulations by state departments and agencies. A violation of any regulation promulgated by the board under this section is a misdemeanor.

Subd. 8. [Repealed, 1973 c 207 s 6]

Subd. 9. The board shall comply with all federal laws and any rules or regulations prescribed by any agency of the federal government, relating to the quarantine, transportation, examination, habitation, care, and treatment of wild animals. The department of natural resources may prescribe rules and regulations supplemental to such federal regulations, relating to the transportation, examination, care, and treatment of wild animals native to this state held or proposed to be acquired by the board and may inspect all such wild animals as often and at such times as it shall deem necessary.

Subd. 10. The board shall not be subject to the provisions of chapters 17, 19, 97, 98, 99, 100, and 101, and section 346.21, subdivision 8, relating to purchase, barter, sale, possession, breeding, or transporting wild animals.

Subd. 11. The board shall have all powers necessary or convenient to discharge the duties imposed upon it by law, and to operate the zoological garden in the manner which will best serve the public.

Subd. 12. The board shall report to the department of economic development on or before December 1 of each year on the activities of the board and the operation of the zoological garden. The commissioner of economic development shall evaluate the activities of the board and the operation of the zoological garden and report thereon to the legislature on or before November 15 of each even numbered year.

Subd. 13. The board may acquire by gift, purchase, or condemnation any real estate, not previously acquired and conveyed to the state by the county of Dakota, necessary to complete the zoo site as described in Laws 1975, Chapter 382, Section 12 or to meet United States department of agriculture certification requirements. Funds from the Minnesota zoological garden building account may be expended for the acquisitions.

Subd. 14. The board may sell or exchange animals determined by it to be superfluous to zoo operations, subject to all state and federal regulations.

Subd. 15. The board may provide for promotional and advertising programs which may be developed and implemented either by zoological garden personnel or by contract with outside personnel and which shall be paid for out of funds other than bond revenues.

Subd. 16. The board may acquire by lease-purchase or installment purchase contract, transportation systems, facilities and equipment that it determines will substantially enhance the public's opportunity to view, study or derive information concerning the animals to be located in the zoological garden, and will increase attendance at the garden. The contracts may provide for: (1) the payment of moneys over a twelve year period, or over a longer period not exceeding 25 years if approved by the commissioner of administration; (2) the payment of money from any funds of the board not pledged or appropriated for another purpose; (3) indemnification of the lessor or seller for damage to property or injury to persons due primarily to the actions of the board or its employees; (4) the transfer of title to the property to the board upon execution of the contract or upon payment of specified amounts; (5) the reservation to the lessor or seller of a security interest in the property; and (6) any other terms that the board determines to be commercially reasonable. Property so acquired by the board, and its purchase or use by the board, or by any non-profit corporation having a concession from the board requiring its purchase, shall not be subject to taxation by the state or its political subdivisions. Each contract shall be subject to the provisions of chapter 16, relating to competitive bidding, provided that the board is not required to readvertise for competitive proposals for any transportation system, facilities and equipment heretofore selected from competitive proposals taken pursuant to section 85A.03, subdivisions 4 and 4a.

[1969 c 868 s 2; 1969 c 1129 art 10 s 2; 1973 c 207 s 1,4; 1974 c 406 s 60; 1975 c 382 s 2,3; 1977 c 455 s 78]

85A.03 DIRECTOR. Subdivision 1. Subject to the other provisions of sections 85A.01 to 85A.04 the director shall have the powers and duties prescribed in this section.

Subd. 2. Subject to the approval of the board the director shall organize the Minnesota zoological garden and provide for such officers, agents and employees necessary for the operation thereof. Four such positions may be provided in the unclassified service of the state and be chosen solely on the basis of training, experience and other qualifications in the field of zoo management. All other such persons employed shall be in the classified service of the state civil service with the same rights and privileges as other state officers and employees.

Subd. 3. As the executive secretary and principal administrative officer of the board and subject to its approval, the director shall operate the Minnesota zoological garden and enforce all regulations and policy decisions of the board in regard thereto. He shall perform such other duties as may be directed by the board.

Subd. 4. As directed by the board, the director may:

(a) Establish a schedule of charges for admission to or the use of the Minnesota zoological garden or any related facility.

(b) Provide for the purchase, reproduction, and sale of gifts, souvenirs, publications, informational materials, food and beverages, and grant concessions for the sale of such items. Revenues received from the sale of gifts, souvenirs, publications, informational materials, food and beverages shall be deposited to the credit of the Minnesota zoological garden general account. The purchase of materials and commodities for resale and the granting of any concessions relative to food, beverages, and transit shall not be subject to the competitive bidding procedures of sections 16.06, 16.07, and 16.28 but shall remain subject to all other provisions of chapter 16. In other areas of concessions the commissioner of administration may determine that it is not feasible and not in the public interest to award a contract for the operation of such concession to the highest responsible bidder.

Subd. 4a. In the purchasing of such materials and commodities and the granting of such concessions, a contract for such purchases or concessions shall be made either upon sealed bids or by direct negotiation, by obtaining two or more quotations for the service when possible. At least 30 days before awarding a directly negotiated contract, the zoological board shall, by written published notice, request quotations for the service or materials for resale to be provided. All quotations obtained shall be kept on file for a period of at least one year after receipt thereof. If a contract is made upon sealed bids, the procedure for advertising and awarding bids shall conform to the provisions of chapter 16.

Subd. 5. In order to encourage and permit the use of and access to the Minnesota zoological garden, the board shall establish an admissions policy providing for free admission to the Minnesota zoological garden for all visitors on certain days distributed throughout each year.

[1969 c 868 s 3; 1973 c 207 s 5; 1974 c 348 s 1; 1974 c 543 s 1,2; 1975 c 382 s 4,5]

85A.04 ZOOLOGICAL GARDEN ACCOUNTS IN THE GENERAL FUND. Subdivision 1. **Minnesota zoological garden general account.** A Minnesota zoological garden general account is created in the general fund. All receipts from the operation of the Minnesota zoological garden shall be deposited to the credit of such account. Money in this account may be expended as appropriated biennially for operation, capital improvements, and equipment of the Minnesota zoological garden, including lease rentals and for acquisition of wild and domestic animals therefor and for payment of the principal of and interest on Minnesota state zoological garden bonds.

Subd. 1a. **Minnesota zoological garden operating receipts investment account.** A Minnesota zoological garden operating receipts investment account is created. As determined by the board, funds credited to the Minnesota zoological garden general account over and above those currently needed may be transferred to the operating receipts investment account to be invested by the state board of investment, pursuant to section 11.28, and are appropriated annually for the investment. When it appears to the board that funds so transferred are needed for current purposes, the board shall so certify to the state board of investment, and the funds will be transferred back into the zoological garden general account.

Subd. 1b. **Transfer of excess funds to Minnesota zoological garden bond account.** After the completion of the Minnesota zoological garden and related facilities, the balance, if any, on hand on November 1 in each year, in both the Minnesota zoological garden general account and operating receipts investment account in excess of the

amount determined by the board to be needed for the maintenance of adequate working capital and for compliance with the terms of any gifts of money then in the account, shall be transferred to the state zoological garden bond account in the state bond fund, to the extent that the transfer is necessary to meet the requirements of section 85A.05, subdivision 4. The portion of the funds to be retained in the zoological garden accounts in the general fund and determined by the board not to be needed for current purposes may remain invested in the operating receipts investment account.

Subd. 2. **Minnesota zoological garden building account.** A Minnesota zoological garden building account is also created in the general fund, for the purpose of providing money to the state zoological board for the acquisition and betterment of public land, buildings, and improvements of a capital nature needed for the Minnesota zoological garden; including but not limited to interest to accrue during the period of the construction thereof on money borrowed by the state for such construction. On November 1 in each year prior to the completion of the Minnesota zoological garden and related facilities the balance, if any, on hand in this account in excess of the amount determined by the board to be needed for the payment of claims then due and payable, encumbrances, and projected expenditures for necessary expenses of such completion shall be transferred to the state zoological garden bond account in the state bond fund, to the amount required for compliance with section 85A.05, subdivision 4. Proceeds of state bonds and income from investment of that money credited to this fund are appropriated for land acquisition, animal acquisition, construction, and other permanent improvement and shall be available until the purposes for which the appropriation was made have been accomplished or abandoned, and none of such money shall be canceled. Income from investment of such money shall be credited to this account in each fiscal year. When the purpose of any such appropriation has been accomplished or abandoned, the state zoological board shall so certify to the commissioner of finance. Thereupon the unexpended balance of such appropriation, unless transferred under authority of the appropriation act to another purpose therein designated, shall be transferred and credited to the state bond fund. Amounts so transferred and credited are appropriated for the purpose of reducing the amount of tax otherwise required to be levied for the state bond fund by Article 11, Section 7, of the Constitution, or for reimbursing the bond fund for amounts previously transferred to the state zoological garden bond account so as to eliminate any prior deficiency covered by the state bond fund, the general fund in the state treasury, or through a tax levy.

[1969 c 868 s 4; 1973 c 207 s 2; 1973 c 492 s 14; 1975 c 382 s 6-9; 1976 c 2 s 172; 1977 c 455 s 79]

85A.05 MINNESOTA STATE ZOOLOGICAL GARDEN BONDS. Subdivision 1. **Purpose and appropriation.** For the purpose of providing money appropriated to the state zoological board from the Minnesota zoological garden building account for the acquisition and betterment of public land, buildings, and improvements of a capital nature, when authorized by law and requested by the board, the commissioner of finance shall sell and issue bonds of the state of Minnesota for the prompt and full payment of which, with interest thereon, the full faith, credit, and taxing powers of the state are irrevocably pledged. The proceeds of such bonds shall be credited to the building account, except that accrued interest and any premium received on sale of the bonds shall be credited to the state bond fund account referred to in subdivision 4, together with any additional sum directed to be so credited by any law authorizing an issue of such bonds. Bonds shall be issued pursuant to this section only as authorized by subdivision 6 or by another law in accordance with the provisions of the Constitution, Article 11, Section 7. Any law authorizing the issuance of bonds in the manner provided in this section shall, together with this section, constitute complete authority for such issue, and such bonds shall not be subject to restrictions or limitations contained in any other law.

Subd. 2. **Issuance of bonds.** Upon request by resolution of the state zoological board and upon authorization as provided in subdivision 1 the commissioner of finance shall sell and issue Minnesota zoological garden bonds in the aggregate amount requested, upon sealed bids and upon such notice, at such price, in such form and denominations, bearing interest at such rate or rates, maturing in such amounts and on such dates, without option of prepayment or subject to prepayment upon such notice and at such times and prices, payable at such bank or banks within or outside the state, with such provisions for registration, conversion, and exchange and for the issuance of notes in anticipation of the sale or delivery of definitive bonds, and in accor-

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dance with such further regulations, as the commissioner of finance shall determine, subject to the approval of the attorney general, but not subject to the provisions of sections 15.0411 to 15.0422. The bonds shall be executed by the commissioner of finance and attested by the state treasurer under their official seals. The signatures of the officers on the bonds and any appurtenant interest coupons and their seals may be printed, lithographed, engraved, or stamped thereon, except that each bond shall be authenticated by the manual signature on its face of one of the officers or of an officer of a bank designated by them as authenticating agent. The commissioner of finance shall ascertain and certify to the purchasers of the bonds the performance and existence of all acts, conditions, and things necessary to make them valid and binding general obligations of the state of Minnesota, subject to the approval of the attorney general.

Subd. 3. Expenses. All expenses incidental to the sale, execution, delivery and other expenses of bonds pursuant to this section, including but not limited to actual and necessary travel and subsistence expenses of state officers and employees for such purposes, shall be paid from the Minnesota zoological garden building account in the general fund, and the amounts necessary therefor are appropriated from that account; provided that if any amount is specifically appropriated for this purpose in an act authorizing the issuance of bonds pursuant to this section, such expenses shall be limited to the amount so appropriated.

Subd. 4. Minnesota state zoological garden bond account in the state bond fund. The commissioner of finance shall maintain in the state bond fund a separate book-keeping account which shall be designated as the state zoological garden bond account, to record receipts and disbursements of money transferred to the fund to pay Minnesota zoological garden bonds and income from the investment of such money, which income shall be credited to the account in each fiscal year. The amounts directed by section 85A.04, subdivisions 1b and 2 to be transferred annually to this bond account are appropriated thereto, and the legislature may also appropriate to the bond account any other money in the state treasury not otherwise appropriated. On November 1 of each year there shall be transferred to the bond account all of the money then available under any such appropriation or such lesser sum as will be sufficient, with all money previously transferred to the account and all income from the investment of such money, to pay all principal and interest then and theretofore due and all principal and interest to become due to and including July 1 in the second ensuing year on Minnesota zoological garden bonds. All money so transferred and all income from the investment thereof shall be available for the payment of such bonds and interest thereon, and so much thereof as may be necessary is appropriated for such payments. The state auditor and treasurer are directed to make the appropriate entries in the accounts of the respective funds.

Subd. 5. Tax levy. On or before December 1 in each year the state auditor shall levy on all taxable property within the state whatever tax may be necessary to produce an amount sufficient, with all money then and theretofore credited to the Minnesota zoological garden bond account, to pay the entire amount of principal and interest then and theretofore due and principal and interest to become due on or before July 1 in the second year thereafter on Minnesota zoological garden bonds. This tax shall be levied upon all real property used for the purposes of a homestead, as well as other taxable property, notwithstanding the provisions of section 273.13, subdivisions 6 and 7, and shall be subject to no limitation of rate or amount until all such bonds and interest thereon are fully paid. The proceeds of this tax are appropriated and shall be credited to the state bond fund, and the principal of and interest on the bonds are payable from such proceeds, and the whole thereof, or so much as may be necessary, is appropriated for such payments. If at any time there is insufficient money from the proceeds of such taxes to pay the principal and interest when due on Minnesota zoological garden bonds, such principal and interest shall be paid out of the general fund in the state treasury, and the amount necessary therefor is hereby appropriated, with such sums from tax levies and the general fund subject to future reimbursement to the bond fund by the Minnesota zoological garden bond account as indicated in section 85A.04, subdivision 2.

Subd. 6. Bond authorization and appropriations. For the purpose of providing money for the acquisition and betterment of public land, buildings, and improvements of a capital nature needed for the Minnesota zoological garden in accordance with the comprehensive plan of the state zoological board adopted in accordance with section 85A.02, subdivision 2, the commissioner of finance is directed to sell and issue Minne-

sota zoological garden bonds in the amount of \$23,025,000 in the manner and upon the conditions provided in subdivisions 1 to 5. The commissioner of finance may sell or issue an additional \$2,350,000 of bonds, but no part thereof shall be expended unless equally matched by other than state appropriations. Any gifts, grants, or contributions accepted pursuant to section 85A.02, subdivision 5, other than contribution of lands by governmental entities, for the establishment or operation of the Minnesota zoological garden, whether in cash or in kind, shall be considered as matching funds. Non-cash items shall be tangible real or personal property and shall be attributed as matching funds according to their fair market value at the time of receipt. The bonds may include a sum representing interest to accrue on the bonds from and after its date of issue through the anticipated period of construction and development of the zoological garden, which sum is needed for the payment and security of the interest payments during that period, but in no event shall the bonds exceed the maximum amount stated above. The bonds shall be sold, issued, and secured as provided in subdivisions 1 to 5 and in Article 11, Section 7, of the Constitution, except that none of the bonds of any series issued pursuant to this authorization shall mature earlier than one year after the date of completion of the Minnesota zoological garden and related facilities as estimated by the state zoological board at the time of the issuance of such series. The proceeds of the bonds, except premium and accrued interest, are appropriated to the Minnesota zoological garden building account in the general fund, for expenditure by the state zoological board for the purpose for which the bonds are authorized in accordance with the provisions of section 85A.04, subdivision 2. In order to reduce the amount of taxes otherwise required by the Constitution to be levied for the payment of interest and principal on the bonds, there is also appropriated annually to the Minnesota state zoological bond account in the state bond fund from the general fund a sum of money sufficient in amount, when added to the balance on hand on November 1 in each year in the bond account, to pay all principal and interest due and to become due on the bonds to and including July 1 in the second ensuing year. The money received and on hand pursuant to this annual appropriation is available in the state bond fund prior to the levy of the tax in any year required by the Constitution and by subdivision 5 and shall be used to reduce the amount of the tax otherwise required to be levied.

[1973 c 207 s 3; 1973 c 492 s 14; 1975 c 382 s 10,11; 1976 c 2 s 172]

MINNESOTA ZOOLOGICAL GARDEN 85A.02

CHAPTER 84B. VOYAGEURS NATIONAL PARK

Sec.
84B.11 Citizen's committee on Voyageurs National
Park.

84B.11 Citizen's committee on Voyageurs National Park.

[For text of subd 1, see M.S.1978]

Subd. 2. The committee shall conduct meetings and research into all matters related to the establishment and operation of Voyageurs National Park, and shall make such recommendations to the United States National Park Service and other federal and state agencies concerned, regarding operation of the park as the committee deems advisable. A copy of each recommendation shall be filed with the legislative reference library. The committee shall not apply for and accept money from public or private sources other than the legislature, except that the committee may apply for and receive up to \$25,000 per biennium in money from private sources. Subject to the availability of legislative appropriation or other funding therefor, the committee may employ staff and may contract for consulting services relating to matters within its authority.

[For text of subd 3, see M.S.1978]

[1979 c 337 s 12]

CHAPTER 85. DIVISION OF PARKS AND RECREATION

Sec.
85.012 State parks.

85.012 State parks.

[For text of subds 1 to 2, see M.S.1978]

Subd. 3. [Repealed, 1979 c 301 s 10 subd 6]

[For text of subds 4 to 55, see M.S.1978]

Subd. 55a. Tettegouche state park, Lake county.

[1945 c 256 s 1; 1969 c 524 s 2; 1969 c 879 s 1 subd 2; 1979 c 301 s 10]

[For text of subds 56 to 60, see M.S.1978]

CHAPTER 85A. MINNESOTA ZOOLOGICAL GARDEN

Sec.
85A.02 Powers and duties.
85A.03 Director.
85A.04 Zoological garden accounts operating re-
ceipts.

Sec.
85A.05 Minnesota state zoological garden bonds.

85A.02 Powers and duties.

[For text of subds 1 to 11, see M.S.1978]

Subd. 12. The board shall report to the legislature by January 1 of each year on the activities of the board and the operation of the zoological garden.

[For text of subds 13 to 16, see M.S.1978]

[1979 c 333 s 75]

85A.03 MINNESOTA ZOOLOGICAL GARDEN

85A.03 Director.

[For text of subs 1 to 3, see M.S.1978]

Subd. 4. As directed by the board, the director may:

(a) Establish a schedule of charges for admission to or the use of the Minnesota zoological garden or any related facility.

(b) Provide for the purchase, reproduction, and sale of gifts, souvenirs, publications, informational materials, food and beverages, and grant concessions for the sale of such items. Revenues received from the sale of gifts, souvenirs, publications, informational materials, food and beverages shall be deposited to the credit of the general fund. The purchase of materials and commodities for resale and the granting of any concessions relative to food, beverages, and transit shall not be subject to the competitive bidding procedures of sections 16.06, 16.07, and 16.28 but shall remain subject to all other provisions of chapter 16. In other areas of concessions the commissioner of administration may determine that it is not feasible and not in the public interest to award a contract for the operation of such concession to the highest responsible bidder.

[For text of subd 4a, see M.S.1978]

Subd. 5. In order to encourage and permit the use of and access to the Minnesota zoological garden, the board shall establish an admissions policy providing for free admission to the Minnesota zoological garden for all visitors on certain days.

[1979 c 333 s 76,77]

85A.04 Zoological garden accounts operating receipts.

Subdivision 1. All receipts from the operation of the Minnesota zoological garden shall be deposited to the credit of the general fund.

Subd. 1a. [Repealed, 1979 c 333 s 108]

Subd. 1b. [Repealed, 1979 c 333 s 108]

Subd. 2. **Minnesota zoological garden building account.** A Minnesota zoological garden building account is created in the state building fund, for the purpose of providing money to the state zoological board for the acquisition and betterment of public land, buildings, and improvements of a capital nature needed for the Minnesota zoological garden; including but not limited to interest to accrue during the period of the construction thereof on money borrowed by the state for such construction. On November 1 in each year prior to the completion of the Minnesota zoological garden and related facilities the balance, if any, on hand in this account in excess of the amount determined by the board to be needed for the payment of claims then due and payable, encumbrances, and projected expenditures for necessary expenses of such completion shall be transferred to the state zoological garden bond account in the state bond fund, to the amount required for compliance with section 85A.05, subdivision 4. Proceeds of state bonds and income from investment of that money credited to this fund are appropriated for land acquisition, animal acquisition, construction, and other permanent improvement and shall be available until the purposes for which the appropriation was made have been accomplished or abandoned, and none of such money shall be canceled. Income from investment of such money shall be credited to this account in each fiscal year. When the purpose of any such appropriation has been accomplished or abandoned, the state zoological board shall so certify to the commissioner of finance. Thereupon the unexpended balance of such appropriation, unless transferred under authority of the appropriation act to another purpose therein designated, shall be transferred and credited to the state bond fund. Amounts so transferred and credited are appropriated for the purpose of reducing the amount of tax otherwise required to be levied for the state bond fund by Article 11, Section 7, of the Constitution, or for reimbursing the bond fund for amounts previously transferred to the state zoological garden bond account so as to eliminate any prior deficiency covered by the state bond fund, the general fund in the state treasury, or through a tax levy.

[1979 c 333 s 78,79]

MINNESOTA ZOOLOGICAL GARDEN 85A.05

85A.05 Minnesota state zoological garden bonds.

[For text of subs 1 and 2, see M.S.1978]

Subd. 3. **Expenses.** All expenses incidental to the sale, execution, delivery and other expenses of bonds pursuant to this section, including but not limited to actual and necessary travel and subsistence expenses of state officers and employees for such purposes, shall be paid from the Minnesota zoological garden building account, and the amounts necessary therefor are appropriated from that account; provided that if any amount is specifically appropriated for this purpose in an act authorizing the issuance of bonds pursuant to this section, such expenses shall be limited to the amount so appropriated.

Subd. 4. **Minnesota state zoological garden bond account in the state bond fund.** The commissioner of finance shall maintain in the state bond fund a separate bookkeeping account which shall be designated as the state zoological garden bond account, to record receipts and disbursements of money transferred to the fund to pay Minnesota zoological garden bonds and income from the investment of such money, which income shall be credited to the account in each fiscal year. The amounts directed by section 85A.04, subdivision 2 to be transferred annually to this bond account are appropriated thereto, and the legislature may also appropriate to the bond account any other money in the state treasury not otherwise appropriated. On November 1 of each year there shall be transferred to the bond account all of the money then available under any such appropriation or such lesser sum as will be sufficient, with all money previously transferred to the account and all income from the investment of such money, to pay all principal and interest then and theretofore due and all principal and interest to become due to and including July 1 in the second ensuing year on Minnesota zoological garden bonds. All money so transferred and all income from the investment thereof shall be available for the payment of such bonds and interest thereon, and so much thereof as may be necessary is appropriated for such payments. The state auditor and treasurer are directed to make the appropriate entries in the accounts of the respective funds.

[For text of subd 5, see M.S.1978]

Subd. 6. **Bond authorization and appropriations.** For the purpose of providing money for the acquisition and betterment of public land, buildings, and improvements of a capital nature needed for the Minnesota zoological garden in accordance with the comprehensive plan of the state zoological board adopted in accordance with section 85A.02, subdivision 2, the commissioner of finance is directed to sell and issue Minnesota zoological garden bonds in the amount of \$23,025,000 in the manner and upon the conditions provided in subdivisions 1 to 5. The commissioner of finance may sell or issue an additional \$2,350,000 of bonds, but no part thereof shall be expended unless equally matched by other than state appropriations. Any gifts, grants, or contributions accepted pursuant to section 85A.02, subdivision 5, other than contribution of lands by governmental entities, for the establishment or operation of the Minnesota zoological garden, whether in cash or in kind, shall be considered as matching funds. Non-cash items shall be tangible real or personal property and shall be attributed as matching funds according to their fair market value at the time of receipt. The bonds may include a sum representing interest to accrue on the bonds from and after its date of issue through the anticipated period of construction and development of the zoological garden, which sum is needed for the payment and security of the interest payments during that period, but in no event shall the bonds exceed the maximum amount stated above. The bonds shall be sold, issued, and secured as provided in subdivisions 1 to 5 and in Article 11, Section 7, of the Constitution, except that none of the bonds of any series issued pursuant to this authorization shall mature earlier than one year after the date of completion of the Minnesota zoological garden and related facilities as estimated by the state zoological board at the time of the issuance of such series. The proceeds of the bonds, except premium and accrued interest, are appropriated to the Minnesota zoological garden building account for expenditure by the state zoological board for the purpose for which the bonds are authorized in accordance with the provisions of section 85A.04, subdivision 2. In order to reduce the amount of taxes otherwise required by the Constitution

85A.05 MINNESOTA ZOOLOGICAL GARDEN

to be levied for the payment of interest and principal on the bonds, there is also appropriated annually to the Minnesota state zoological bond account in the state bond fund from the general fund a sum of money sufficient in amount, when added to the balance on hand on November 1 in each year in the bond account, to pay all principal and interest due and to become due on the bonds to and including July 1 in the second ensuing year. The money received and on hand pursuant to this annual appropriation is available in the state bond fund prior to the levy of the tax in any year required by the Constitution and by subdivision 5 and shall be used to reduce the amount of the tax otherwise required to be levied.

[1979 c 333 s 80-82]

CHAPTER 86. NATURAL RESOURCES

Sec.
86.72 Natural resources federal reimbursement
account.

86.72 Natural resources federal reimbursement account.

Subdivision 1. Except as otherwise specifically provided, federal reimbursements and match money received for the purposes described in this chapter, regardless of the source of state match, credit or value used to earn the reimbursement or match, other than the federal match for state money appropriated to the local recreation and natural areas grant-in-aid account, shall in the first instance be credited to a federal receipt account by the state agency receiving the reimbursement or match. Any state department or agency, including the Minnesota historical society and the University of Minnesota, that receives reimbursements or matching moneys as described above shall transfer those amounts to the natural resources federal reimbursement account.

Subd. 2. Money appropriated from the account shall be expended for state land acquisition and development that is part of a natural resources acceleration activity, when the acquisition and development is deemed to be of an emergency or critical nature. In addition this money is available for studies initiated by the legislative commission on Minnesota resources that are found to be proper in order for the commission to carry out its legislative charge.

Subd. 3. Requests for allocation from the account for acquisition or development shall be accompanied by a certificate signed jointly by the director of the state planning agency and commissioner of natural resources, showing a review of the application against chapter 86A. Copies of the certification shall be submitted to the appropriate legislative committees and commissions. Appropriations from the account shall be expended with the approval of the governor after consultation with the legislative advisory commission. The legislative commission on Minnesota resources shall make recommendations to the legislative advisory commission regarding the expenditures.

Subd. 4. Any land and water conservation fund moneys received over and above the normal state apportionment from that fund are appropriated for the purposes of the reimbursement account. This appropriation is in addition to any amounts appropriated from the account as direct appropriations.

[1979 c 333 s 83]

CHAPTER 89. STATE FORESTS; TREE PLANTING

Sec.
89.022 Disposal of tillable land in Memorial
Hardwood Forest.

89.022 Disposal of tillable land in Memorial Hardwood Forest.

Subdivision 1. If any parcel acquired for the Memorial Hardwood Forest after July 1, 1977 contains more than ten contiguous acres of tillable land adjacent to other tillable land or to a maintained public road or a farm homestead consisting of a residence and farm buildings abutting a maintained public road, the commissioner of natural resources shall either exchange the land for other land suitable for forest purposes or

Edward Kohn
General Director
Minnesota Zoological Garden

Date of Birth: February 16, 1930

Military Service: U.S. Marine Corps, 1951-1953

Health: Excellent

Marital Status: Married with two teenage daughters

Interests: Wilderness camping and backpacking, wilderness canoeing, community service and organized scouting.

Professional Memberships: Professional fellow of the AAZPA, general member of various conservation and wildlife organizations.

Education: University of Wisconsin - 1955
Major - social psychology

Knapp graduate fellowship in anthropology, University of Wisconsin

Harvard Fellow in anthropology, Cambridge, Massachusetts
(studied culture and personality and social ecology)

January 2, 1979 - Present

General Director, Minnesota Zoological Garden

May 1973 - December 1978

Deputy Director, National Zoological Park, Smithsonian Institution, Washington, D.C.

July 1971 - April 1973

Assistant to the Under Secretary, Smithsonian Institution, Washington, D. C.

November 1968 - June 1971

Deputy Director, Smithsonian Tropical Research Institute, Canal Zone (and Republic of Panama)

April 1966 - November 1968

Director, Office of Programming and Budget, Smithsonian Institution, Washington, D. C.

December 1963 - April 1966

Executive Officer, Smithsonian Science Information Exchange,
Washington, D. C.

July 1962 - December 1963

Special Projects Administrator, Smithsonian Astrophysical
Observatory, Cambridge, Massachusetts

July 1961 - July 1962

Personnel Officer, Smithsonian Astrophysical Observatory,
Cambridge, Massachusetts

April 1960 - July 1961

Moonwatch Coordinator, Smithsonian Astrophysical Observatory,
Cambridge, Massachusetts

August 1959 - March 1960

Computer Assistant, Smithsonian Astrophysical Observatory,
Cambridge, Massachusetts

1957 - 1959

Caseworker, Harvard School of Public Health

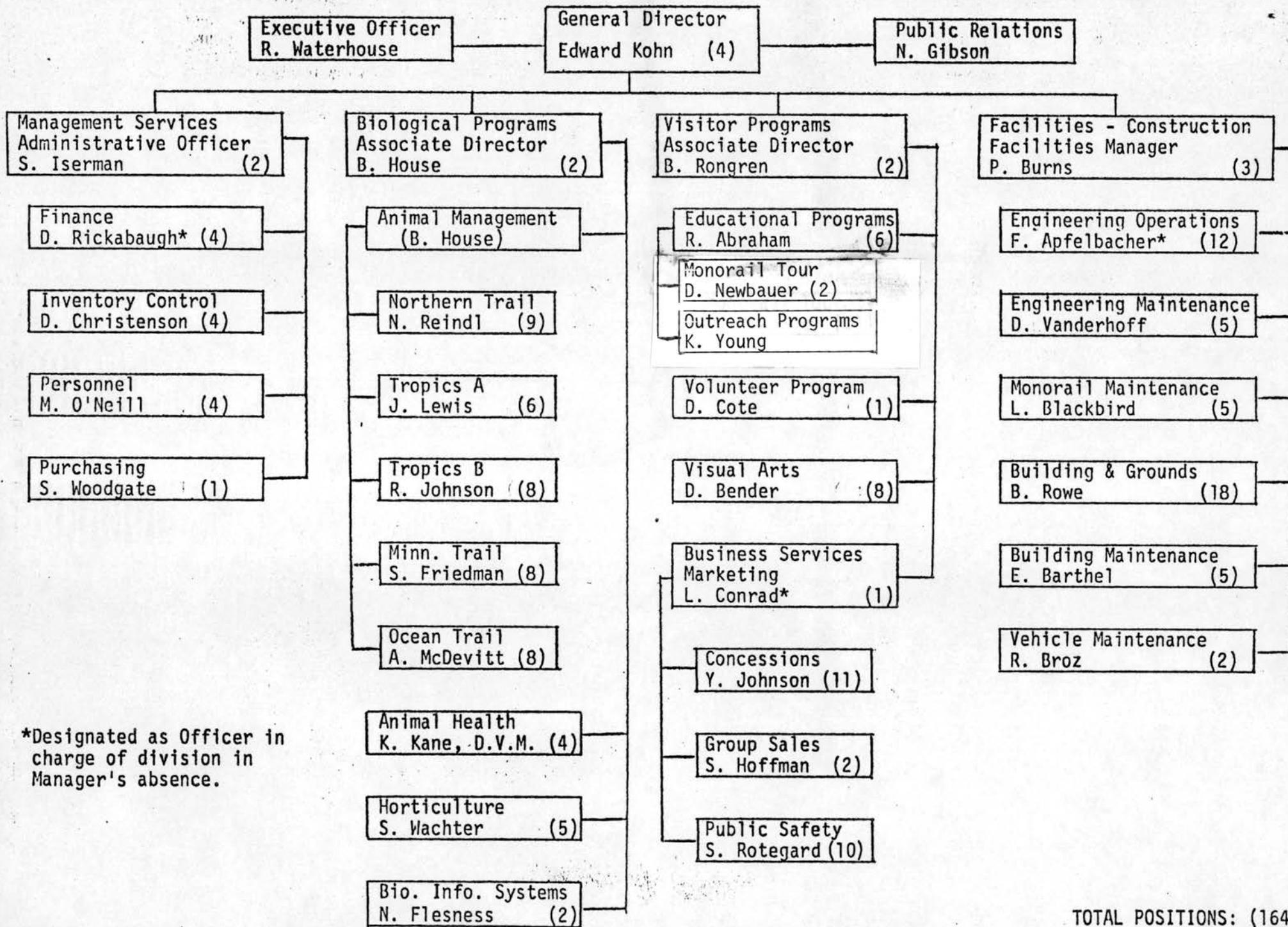
pn

3/23/79

MINNESOTA ZOOLOGICAL GARDEN - DEPARTMENT SUPERVISORS

<u>Office of the Director</u>	<u>Salary</u>
* Edward Kohn, Director	43,180
Ralph Waterhouse, Executive Officer	22,501-30,500
Nancy Gibson, Information Officer 2, Public Relations	14,720-19,732
 <u>Biological Programs</u>	
* Brad House, Associate Director & General Curator	26,500-35,500
Kent Kane, III, D.V.M., Zoological Garden Veterinarian	22,091-29,900
Sanford Friedman, Curator	16,391-22,091
Ronald Johnson, Curator	16,391-22,091
John Lewis, Curator	16,391-22,091
Charles A. McDevitt, Curator	16,391-22,091
Nickolas Reindl, Curator	16,391-22,091
Steven Wachter, Curator of Botanical Programs	17,644-23,824
Nathan Flessness, Zoological Records Supervisor	16,391-22,091
 <u>Facilities Management Division</u>	
* Patrick Burns, Physical Plant Director	19,732-26,643
Frederick Apfelbacher, Chief Power Plant Eng., Eng. Operations	17,644-21,277
 <u>Management Services Division</u>	
* Steve Iserman, Administrative Officer	22,500-30,500
Douglas Rickabaugh, Accounting Officer, Senior-Finance	16,391-22,091
Mary O'Neill, Personnel Director I	16,391-22,091
 <u>Visitor Program Division</u>	
* Beverly Rongren, Associate Director, Visitor Program	24,500-33,000
Ladd Conrad, Business Services Director	20,504-27,729
Richard Abraham, Interpretive Naturalist Senior Education Prog.	16,391-22,091
David Bender, Interpretive Naturalist Senior, Visual Arts	16,391-22,091
Yvonne Johnson, Concessions Supervisor	16,391-22,091
Dorothy Cote', Interpretive Naturalist, Volunteer Program	14,720-19,732
Danny Newbauer, Interpretive Naturalist, Monorail Tour	14,720-19,732
Kenneth Young, Interpretive Naturalist, Zoomobile	14,720-19,732
Susan Hoffman, Information Officer 2, Group Sales	14,720-19,732
Angie Stehman, Librarian	14,198-19,001
Stanley Rotegard, Security Supervisor	14,198-19,001

MINNESOTA ZOOLOGICAL GARDEN
 ORGANIZATIONAL CHART



*Designated as Officer in charge of division in Manager's absence.

TOTAL POSITIONS: (164)

Addendum VII

Volunteer Program. 2½ staff (1 full-time permanent, 1 full-time supplemental state funded and 1 part-time supplemental state funded) Coordinator of Volunteer Activities; 1½ clerical support.

PROGRAM HIGHLIGHTS

- * 350 volunteers completed 30 hours training program (10% received college credit from the University of Minnesota).
- * 40,000+ hours donated in the first year of operation.
- * reaching zoo visitors in a variety of presentation modes
 - demonstrations using live animals (3,126.75 hours)
 - small group tours four times daily (687.25)
 - supervision in "Zoo Lab", a hands-on mini zoo experience (50.0)
 - instruction with school groups using special zoo curricula (2,171.75)
 - station guides located throughout the zoo to assist visitors (17,527.25)
 - information booths staffed daily distributing zoo maps, as well as general information about services in the Minneapolis/St. Paul metro area (1,025.50)
 - daily care of the animals in the Education Services collection (722.75)
 - assistance with Outreach programs (Zoomobile, Speaker's Bureau, radio and TV spots) (269.0)
 - publication of monthly newsletter for volunteers (180.0)
 - clerical support to veterinary office (60.0)
 - provide clerical support to animal curator's office (137.0)
 - support to animal division's native bird projects (supervision of 95 blue bird boxes, 54 wood duck nests, 3 times each week) (30.0)
 - assist group sales with special projects (85.0)
 - assist gift shop personnel on special request (43.0)
 - assist marketing department with special events (47.5)
 - provide observers to collect data on animal behavior (beaver exhibit watch) (90.25)
 - provide clerical support to Zoo library (85.75)
 - provide evening seminars to extend volunteer backgrounds and experiences (159.0)
 - assist with fund raising projects (Zoo Walk '78 - 1,489.50)
 - provide services by means of an executive board to assist with policy decisions for the volunteer program (127.0)

Addendum VIII

The animal management records system will be fully implemented with the hiring of a full time person responsible for records management in mid-1980.

Currently ISIS, diet, cage log, behavior, exhibit evaluation, and artificial incubation and brooding data are being recorded by a part-time clerical person and the curators.

Animal Health records are being maintained by a medical records clerk.

The records program will include a mini-computer, which is already on site. Records will provide comprehensive life histories of individuals including: diets-both current and past; housing conditions - cage mates; physiological telemetry data for all transmitterized specimens; behavior notations; breeding - pedigree; offspring; inbreeding coefficient; and ISIS data. The computer will aid in statistical analysis of the information, as well as storage and retrieval. Duplicate hard copy produced by the computer will be maintained as a backup to the computer stored resources.

Addendum IX

The identification system utilizes the specimens zoo accession number, which is also the institutions ISIS specimen number in reference to all permanent records.

Permanent markings (tattoos) of most specimens is employed, while others are recognized by relative size, leg bands, or photographs. Most mammal species are tattooed on the inner thigh area. Facial spot pattern tattoos are utilized with the Japanese Macaques. Ear tags or photographs are used for appropriate species. Toe clipping of small rodents is also used. Most avian species are leg banded or individually recognized where pairs of sexually dimorphic specimens are concerned. Amphibians, fish, and invertebrates are generally not permanently marked, and accession numbers are assigned to groups rather than individuals. Reptiles are generally not permanently marked; however, descriptions of size (length and/or weight) are included in each specimens record.

Addendum X

The MZG participates in wildlife conservation efforts in the following ways:

The institution has recently received AAZPA approval and recommendations to the IUCN that John Lewis act as the keeper of the International Studbook of the Clouded Leopards.

Brad House has been named as chairman of a special task force to develop a long term captive breeding strategy for the preservation of the Przewalski horse by the Captive Breeding Group of the Survival Service Commission of the IUCN.

ISIS, since its inception, has been housed at the MZG.

The MZG has developed exhibits and off exhibit animal management support areas, especially for several CITES, and IUCN Red Data Book listed species.

White-cheeked gibbon
Malayan tapir
Clouded leopard
Nilgiri tahr
Przewalski horse
False gavia
Siberian tiger

The captive management, especially of endangered species, carefully considers long term genetic strategies.

MZG animal management provides for breeding of most species exhibited, and surplus specimens will be available for other zoological institutions.

Approximately 100 wood duck and 100 bluebird nest boxes have been placed in suitable areas on site and have benefitted many other species as well.

Preservation in its natural state of zoo areas not actively used for display or public areas also encourages normal populations of native fauna and flora. A four acre tall grass prairie and a one acre short grass prairie are also in the early years of re-establishment.

The Minnesota Department of Natural Resources is in planning stages of reintroduction of woodland caribou into the state, and the MZG will become the source of one of two proposed nursery herds for release animals.

The Hennepin County Park District and the MZG are engaged in a trumpeter swan breeding and release program, which over the upcoming years will result in many young swans to be free flying.

The institutions educational programs and exhibits enlighten the general visitor with better insights into conservation efforts.

Addendum XI

American Association for the Advancement of Science
American Association for Laboratory Animal Science
American Association of Zoo Keepers
American Association of Zoological Parks and Aquariums
American Association of Zoo Veterinarians
American Federation of Aviculture
American Ornithologists Union
American Pheasant and Waterfowl Society
American Society of Mammalogists
American Society of Zoologists
Association of Interpretive Naturalists
Exotic Wildlife Association
International Crane Foundation
Minnesota Pheasant and Waterfowl Society
National Association of Biology Teachers
National Audubon Society
National Geographic Society
National Science Teachers Association
National Wildlife Association
The Wildlife Disease Association
Wildlife Society
Wilson Ornithological Society
World Pheasant Association

Addendum XII

PROGRAM HIGHLIGHTS

- * reaching 75,000 students this F.Y. in general field trip program.
- * reaching 35,000 students this F.Y. in guided learning excursion program.
- * providing more than 500,000 student/hours of pre- and post- visit educational activities.
- * reaching 50,000 this F.Y. in off-site scheduled presentations: Zoomobile units, reaching at least 14,000 people; Speaker's Bureau presentations, reaching at least 36,000 people.
- * reaching students in 80% of Minnesota counties, combined on-site and off-site scheduled programs.
- * reaching one-third of the Zoo's visitors with animal demonstrations and free public tours.
- * reaching 25,000 Minnesota residents through bi-monthly newsletter.
- * reaching more than 1,000 teachers with in-service training programs.
- * conducting specialized college accredited classes for 75 teachers.
- * conducting courses for students and adults, reaching 100 people.
- * reaching more than 500 society members through special lectures held one day each month.
- * preparing two dozen curriculum packages for various grade levels, dealing with biological sciences, foreign language students, and metric conversion.
- * reaching 36,000 families with Zoo Album (educational guidebook).

PROGRAM ACTIVITIES

- * Monorail narration
- * Curriculum material development
- * Teacher in-service
- * On- and off-site programs for students
- * Zoomobile and Speaker's Bureau
- * Zoo Lab activities
- * Zoo Newsletter and other publications
- * Public tours and demonstrations
- * On- and off-site scheduling, record keeping
- * Intern program
- * Group on-site orientation
- * College accredited workshops for teachers
- * Special one week-eight week classes for students
- * Monthly lecture series

Addendum XIII

The institution is involved in research at several levels both with staff and outside investigators.

The main subject areas are:

- a. Animal Health - telemetry - physiological norms - providing specimen tissue, sera, etc. for outside research projects;
- b. Animal Management - exhibit evaluation - behavior projects with outside researchers - comprehensive record keeping to be computerized for analysis of many subjects - behavioral engineering - artificial insemination with outside researchers; and
- c. Education Programs - curriculum development and evaluation.



American Association of Zoological Parks and Aquariums

EXECUTIVE OFFICE AT OGLEBAY PARK, WHEELING, WV 26003 (304) 242-2160

CONFIDENTIAL

24 September 1980

Mr. Edward Kohn, General Director
Minnesota Zoological Garden
12101 Johnny Cake Ridge Road
Apple Valley, MN 55124

Dear Ed:

We are pleased to enclose two different-sized AAZPA logos for use on your institution's letterhead.

The Board of Directors has unanimously approved the use of the Association's logo on the letterhead of AAZPA Accredited institutional members. For your information, most institutions are incorporating the words, AAZPA ACCREDITED INSTITUTION or ACCREDITED BY THE AMERICAN ASSOCIATION OF ZOOLOGICAL PARKS AND AQUARIUMS.

We are also enclosing copies of the Visiting Committee report form and the narrative report compiled by those professional colleagues who visited your institution. You will see that the reports are quite extensive and adequately express the high regard that your colleagues hold for the operation of the Minnesota Zoological Garden. However, you will also note that there are a few areas of concern pointed out by the Visiting Committee which the Commission draws to your attention. Please know that the Association's Accreditation program includes a reevaluation within approximately five years of your being notified of Accreditation. The person making the follow-up inspection will be given copies of the Visiting Committee report form and narrative report to guide them in their endeavors.

On behalf of the AAZPA Board of Directors, I offer you, your fine staff and your governing authority my congratulations upon the Minnesota Zoological Garden becoming an Accredited institution. Please display your certificates and use the logo with pride; your institution has earned the privilege.

Warm personal regards,

Robert O. Wagner
Executive Director

ROW/br

Copies to: Daniel H. Moreno
Paul S. Chaffee, D.V.M.
Clayton Freiheit

OFFICERS

President
PAUL S. CHAFFEE, D.V.M.
Director
Roeding Park Zoo

President-Elect
LOUIS R. DISABATO
Director
San Antonio Zoological
Gardens and Aquarium

Vice-President
PETER KARSTEN
Director
Calgary Zoo

Immediate Past President
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Wheeling, WV

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Curator
New England Aquarium

PALMER E. KRANTZ, III
Director
Riverbanks Zoological Park

ELVIE TURNER, JR.
Director
Fort Worth Zoological Park

GEORGE R. FELTON, JR.
Director
Greater Baton Rouge Zoo

GERALD S. LENTZ
Manager/Zoological Operations
Busch Gardens - Tampa

WARREN D. THOMAS, D.V.M.
Director
Los Angeles Zoo

cc: Division
Directors 98
MZB
reaccred. cc MZS
MZBF
PR
K



12101 Johnny Cake Ridge Road
Apple Valley, MN 55124
612/432-9010

October 2, 1980

TO: MINNESOTA ZOOLOGICAL BOARD MEMBERS
FROM: Jim Hetland, Chairman
RE: ACCREDITATION

I am sure you will be as pleased as I am over our receiving full accreditation by the American Association of Zoological Parks and Aquaria.

I am told that seldom has a review been so positive.

Enclosed for your information is a copy of the report.

JH:gd

Attachment

Denver Zoological Garden

CITY PARK
DENVER, COLO. 80205
PHONE: (303) 575-2432



25 August, 1980

Daniel Moreno, Chairman
AAZPA Accreditation Commission
The Cleveland Aquarium
601 East 72nd Street
Cleveland, Ohio 44103

Dear Chairman Moreno:

A visitation and on-site inspection for purposes of AAZPA accreditation was conducted by Clayton Freiheit, Gil Boese and Dennis Meritt at the Minnesota Zoological Garden on 15 and 16 August 1980.

Interviews and discussions were conducted with the following: General Director Edward Kohn, Executive Officer Ralph Waterhouse, Associate Director for Biological Programs Brad House, Associate Director for Visitor Programs Beverly Rongren, Dr. Kent Kane, Veterinarian and Curators Nick Reindl, John Lewis, Ron Johnson, Sandy Friedman and Austin McDevitt. All were extremely cooperative and informative.

The committee was unable to interview the Chairman of the Minnesota Zoological Board, James Hetland, due to his absence from the city.

The Zoo's governing body is the Minnesota Zoological Board which contains 11 members appointed by the Governor for 4-year terms and a twelfth member (non-voting) who represents Dakota County. The Minnesota Zoological Board has primary responsibility for operations and management of the Minnesota Zoological Gardens. Additionally, there exists the Minnesota Zoological Society and the Minnesota Zoological Garden Foundation as separate entities. The Society provides the standard membership organization with typical support programs and volunteer services. The Zoo receives no direct share of Society generated funds but may apply for grants (\$98,000.00 in 1979) to be funded by the Society. The Minnesota Zoological Garden

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Zoo Director
Paul N. Linger
Assistant Director
Edward C. Schmitt
Curator
William R. Turner
Education
Richard C. Cambre, D.V.M.
Veterinarian

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President
Dr. Conrad Hiley
Vice President
W. W. Robinson
Vice President
Mrs. Walter Koebel
Vice President
Loren A. Vance
Treasurer
Horace F. Phelps
Secretary

honorary life trustee

Harman F. Fausch

trustees

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Stephen Grogan
John M. Gurtler
Mrs. Louis Halsell
Mrs. Donna M. Hamilton
Ferris Hamilton
Sidney G. Hoskins
William W. Hubbell
Fred G. Jager
Mrs. Thomas Keesling
Dr. Richard P. Koeppe
James B. Kurtz
Mrs. John Love
Mrs. Forrest McGrath
Robert B. Moch
Aksel Nielsen
J. Churchill Owen
Dr. Robert Sawyer
John L. Scripps
Dr. William R. Smith
Mrs. Karla Sorensen
James E. Stokes
Charles L. Warren
Dr. Joseph L. Yrisarri, Jr.



ACCREDITED INSTITUTIONAL MEMBER
OF THE AMERICAN ASSOCIATION OF
ZOOLOGICAL PARKS AND AQUARIUMS

AUG 28 1980

Foundation was separately incorporated to serve as a capital fund raising organization for the Zoo. They successfully accomplished the raising of \$2.3 million in matching funds from private sources and have also provided approximately \$800,000.00 in direct gifts to the Minnesota Zoo. A publication entitled "The Minnesota Zoo - An Alliance" describes the relationship of the 3 organizations and is appended as Exhibit A.

There are currently 165 permanent positions and 120 part-time employees (exclusive of Dairy Queen concession employees) which comprise the staff of the Minnesota Zoological Garden. Ed Kohn, General Director, is the Zoo's chief executive officer. He is well-qualified to head this large organization having previously been Deputy Director of the National Zoological Park. In addition to providing capable direction and administration Ed Kohn also offers high-principled, sensitive leadership for the Zoo. Attached, Exhibit B, are the Director's selected goals for the facility. The other members of the Zoo's management team demonstrated high levels of training, competence and enthusiasm for their tasks. All are professional and congenial and appear to function well together. The teamwork approach was emphasized on several occasions by Director Kohn and seems to be an important aspect of this new institution's direction. The committee was very favorably impressed with the staff of Minnesota Zoological Garden.

The overall impression of the facility, its exhibits and the collections therein contained is very favorable. It is most certainly one of the mainstream zoological institutions in the U. S. and a great credit to the AAZPA as a member. The physical plant is perhaps best described as awesome due to the nature of the design concepts and their execution, available funding and the potential of the site. Due to the themes of the Zoo's exhibits the collection is somewhat limited, however, a satisfying visitor experience has resulted. All public facilities were clean and orderly. Exhibits are tastefully and professionally accomplished and many demonstrate considerable ingenuity. The Minnesota Trail section features native animals and is probably the finest exhibit sequence of its type anywhere. Rotation of individual specimens is done to insure animal activity. The Beaver exhibit is particularly well conceived and executed. The committee's only criticism of exhibits centered on the nocturnal animal section of the Tropics Trail wherein we personally found it quite difficult to orientate ourselves after entering the area from the brightly illuminated diurnal exhibits. A second walk through the exhibit on the following day (when it was raining and light levels were much lower) did not present a repeat of this problem.

Off-exhibit animal holding areas are, in general, spacious, clean and well organized. The committee did note, however, that a number of service areas in the main building complex were cluttered and disorganized. There is an apparent lack of general storage space in the building and the staff has been forced to utilize almost every available nook and cranny. Both Ed Kohn and Ralph Waterhouse acknowledged this as a problem but also felt the situation could be improved greatly by assigning a staff member to be responsible for checking such areas. A similar criticism was noted in some areas of the Zoo's hospital.

The Minnesota Zoological Garden is heavily program oriented. There is a very strong commitment to interpretive education which is supported by both the professional staff and volunteer corps. Extensive use of video tape is made throughout the Zoo for both public information and animal management. The committee was able to experience and observe many of the Zoo's programs and activities during the course of its visit. Shows in the theater were viewed, Zoo Lab was observed and the new bird demonstrations were seen. We also observed the volunteers presenting animal demonstrations in the so-called Education Pit. Graphics abound in the Zoo and appear to be effective. All of the programs which were observed gave the impression of being informative, professional and much appreciated by the Zoo's audience.

Appended to this report are the following additional exhibits;

Exhibit C - Minnesota Zoo, 1980-1981
Goals and Objectives

Exhibit D - Minnesota Zoo Guide

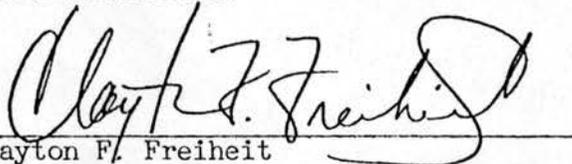
Exhibit E - Minnesota Zoo Guide (color)

Exhibit F - Monorail Brochure

Exhibit G - Financial Report (10 July 1980)

In conclusion, the committee was very favorably impressed with the Minnesota Zoological Garden. It is a handsome facility which exhibits its collections meaningfully and interprets them effectively to its audience. The programs are outstanding and demonstrate considerable thought and innovation. Our criticisms are very minor and readily correctable. In our judgement, the Minnesota Zoological Garden is accreditable and we offer this recommendation for consideration by the AAZPA Accreditation Commission.

By



Clayton F. Freiheit

Chairman of Visiting Inspection Team

Attachments (8)

AMERICAN ASSOCIATION OF ZOOLOGICAL PARKS AND AQUARIUMS

ACCREDITATION COMMISSION

VISITING COMMITTEE INSTRUCTIONS

Before the end of the inspection, the Chairman of the Visiting Committee shall check the areas of the institution's operation listed below to make sure that they have been evaluated and to so certify in the space provided.

MINNESOTA ZOOLOGICAL Garden
Name of Zoological Park or Aquarium Visited

12101 JOHNNY CAKE RIDGE Rd. APPLE VALLEY MINN. 55124
Street City State Zip Code

	Page
Governing Authority	4
Functions and relationships of the Governing Board (Trustees, etc.)	4
Staff Organization and Functioning.	5
Membership and Subsidiary Organizations	5
Finances.	6
Physical Facilities	7
Collections, Acquisitions, Recording, Animal Management.	9
Safety Precautions; Collection.	11
Veterinary Care	11
Security.	12
Exhibit and Interpretation.	12
Programs and Activities	13

Signatures of Visiting Committee members:

1. Dennis G. Muntz Jr.
2. Gilbert H. Beal
3. _____
4. _____

Clayton J. Fritter
Signature of Chairman

DENVER ZOOLOGICAL GARDENS
Address

DENVER, CO. 80205
City, State, Zip Code

16 AUGUST 1980
Date

RECOMMENDATION:

Does the Visiting Committee consider this institution eligible for Accreditation:

Yes No Comments: _____

denver zoological foundation

CITY PARK
DENVER, COLO. 80205
PHONE: (303) 575-2432



25 August, 1980

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AAZPA Accreditation Commission
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AUG 28 1980

Foundation was separately incorporated to serve as a capital fund raising organization for the Zoo. They successfully accomplished the raising of \$2.3 million in matching funds from private sources and have also provided approximately \$800,000.00 in direct gifts to the Minnesota Zoo. A publication entitled "The Minnesota Zoo - An Alliance" describes the relationship of the 3 organizations and is appended as Exhibit A.

There are currently 165 permanent positions and 120 part-time employees (exclusive of Dairy Queen concession employees) which comprise the staff of the Minnesota Zoological Garden. Ed Kohn, General Director, is the Zoo's chief executive officer. He is well-qualified to head this large organization having previously been Deputy Director of the National Zoological Park. In addition to providing capable direction and administration Ed Kohn also offers high-principled, sensitive leadership for the Zoo. Attached, Exhibit B, are the Director's selected goals for the facility. The other members of the Zoo's management team demonstrated high levels of training, competence and enthusiasm for their tasks. All are professional and congenial and appear to function well together. The teamwork approach was emphasized on several occasions by Director Kohn and seems to be an important aspect of this new institution's direction. The committee was very favorably impressed with the staff of Minnesota Zoological Garden.

The overall impression of the facility, its exhibits and the collections therein contained is very favorable. It is most certainly one of the mainstream zoological institutions in the U. S. and a great credit to the AAZPA as a member. The physical plant is perhaps best described as awesome due to the nature of the design concepts and their execution, available funding and the potential of the site. Due to the themes of the Zoo's exhibits the collection is somewhat limited, however, a satisfying visitor experience has resulted. All public facilities were clean and orderly. Exhibits are tastefully and professionally accomplished and many demonstrate considerable ingenuity. The Minnesota Trail section features native animals and is probably the finest exhibit sequence of its type anywhere. Rotation of individual specimens is done to insure animal activity. The Beaver exhibit is particularly well conceived and executed. The committee's only criticism of exhibits centered on the nocturnal animal section of the Tropics Trail wherein we personally found it quite difficult to orientate ourselves after entering the area from the brightly illuminated diurnal exhibits. A second walk through the exhibit on the following day (when it was raining and light levels were much lower) did not present a repeat of this problem.

Off-exhibit animal holding areas are, in general, spacious, clean and well organized. The committee did note, however, that a number of service areas in the main building complex were cluttered and disorganized. There is an apparent lack of general storage space in the building and the staff has been forced to utilize almost every available nook and cranny. Both Ed Kohn and Ralph Waterhouse acknowledged this as a problem but also felt the situation could be improved greatly by assigning a staff member to be responsible for checking such areas. A similar criticism was noted in some areas of the Zoo's hospital.

The Minnesota Zoological Garden is heavily program oriented. There is a very strong commitment to interpretive education which is supported by both the professional staff and volunteer corps. Extensive use of video tape is made throughout the Zoo for both public information and animal management. The committee was able to experience and observe many of the Zoo's programs and activities during the course of its visit. Shows in the theater were viewed, Zoo Lab was observed and the new bird demonstrations were seen. We also observed the volunteers presenting animal demonstrations in the so-called Education Pit. Graphics abound in the Zoo and appear to be effective. All of the programs which were observed gave the impression of being informative, professional and much appreciated by the Zoo's audience.

Appended to this report are the following additional exhibits:

Exhibit C - Minnesota Zoo, 1980-1981
Goals and Objectives

Exhibit D - Minnesota Zoo Guide

Exhibit E - Minnesota Zoo Guide (color)

Exhibit F - Monorail Brochure

Exhibit G - Financial Report (10 July 1980)

In conclusion, the committee was very favorably impressed with the Minnesota Zoological Garden. It is a handsome facility which exhibits its collections meaningfully and interprets them effectively to its audience. The programs are outstanding and demonstrate considerable thought and innovation. Our criticisms are very minor and readily correctable. In our judgement, the Minnesota Zoological Garden is accreditable and we offer this recommendation for consideration by the AAZPA Accreditation Commission.

By



Clayton F. Freiheit

Chairman of Visiting Inspection Team

Attachments (8)

I. ZOOLOGICAL PARK OR AQUARIUM GOVERNING AUTHORITY

Acceptable
(Yes where applicable)

Questionable

Unacceptable
(No where applicable)

- | | | | | |
|---|------------|-------|-------|---|
| <input checked="" type="checkbox"/> 1. Documentary evidence of institution's legal existence (e.g., articles of incorporation or other legal evidence)? | <u>Yes</u> | _____ | _____ | 1 |
| <input checked="" type="checkbox"/> 2. Tax-exempt letter from Internal Revenue Service (if applicable)? | <u>✓</u> | _____ | _____ | 2 |
| <input checked="" type="checkbox"/> 3. Written constitution & bylaws (or legal document)? | <u>Yes</u> | _____ | _____ | 3 |

COMMENTS:

state-operated facility

II. BOARD OF TRUSTEES

- | | | | | |
|--|------------|-------|-------|---|
| <input checked="" type="checkbox"/> 1. Board recognizes director/chief executive as sole official representative liaison between trustees and staff? | <u>Yes</u> | _____ | _____ | 1 |
| <input checked="" type="checkbox"/> 2. Board recognizes right of director to originate all staff appointments, releases and promotions? | <u>Yes</u> | _____ | _____ | 2 |
| <input checked="" type="checkbox"/> 3. Board recognizes that director's responsibilities are to whole board - not to individual board members? | <u>Yes</u> | _____ | _____ | 3 |
| <input checked="" type="checkbox"/> 4. Director a member of all functional committees appointed by trustees? | <u>✓</u> | _____ | _____ | 4 |
| <input checked="" type="checkbox"/> 5. Director the sole official source of all recommendations for acquisitions? | <u>Yes</u> | _____ | _____ | 5 |
| <input checked="" type="checkbox"/> 6. Director/chief executive officer has administrative perquisites of his position (in practice and theory) which are accepted as suitable for the operation of a zoological park or aquarium? | <u>Yes</u> | _____ | _____ | 6 |

COMMENTS:

Director not member of all committees
 however Zoo staff maintains very
 close liaison w/ MZG board and
 prepares discussion material for it.
 Director is Executive Secretary of board

Acceptable
(Yes where applicable)

Questionable

Unacceptable
(No where applicable)

III. STAFF

- | | | | | |
|--|------------|-------|-------|---|
| <input checked="" type="checkbox"/> 1. Director/chief executive has training and/or experience which makes him capable of decisions consonant with the experience of his peers? | <u>Yes</u> | _____ | _____ | 1 |
| <input checked="" type="checkbox"/> 2. Director/chief executive has "access to and acquaintance with the literature" of management in the zoological park or aquarium's field of interest? | <u>Yes</u> | _____ | _____ | 2 |
| <input checked="" type="checkbox"/> 3. Director has special training in his field? | <u>Yes</u> | _____ | _____ | 3 |
| <input checked="" type="checkbox"/> 4. Staff members have special training in their fields? | <u>Yes</u> | _____ | _____ | 4 |
| <input checked="" type="checkbox"/> 5. Staff members have clear understanding of respective jobs? | <u>Yes</u> | _____ | _____ | 5 |

COMMENTS:

The staff is large, professional and well-trained

IV. MEMBERSHIP

- | | | | | |
|---|------------|-------|-------|---|
| <input checked="" type="checkbox"/> 1. Purposes of membership? | <u>Yes</u> | _____ | _____ | 1 |
| <input checked="" type="checkbox"/> 2. Purposes being furthered? | <u>Yes</u> | _____ | _____ | 2 |
| <input checked="" type="checkbox"/> 3. Membership organization - relationship to institution mutually agreed upon and observed? | <u>Yes</u> | _____ | _____ | 3 |
| <input checked="" type="checkbox"/> 4. Membership group exercises unwarranted influence on institution, officer or staff? | <u>✓</u> | _____ | _____ | 4 |
| <input checked="" type="checkbox"/> 5. Membership group furnishes volunteers? | <u>Yes</u> | _____ | _____ | 5 |

Acceptable
(Yes where applicable)

Questionable

Unacceptable
(No where applicable)

IV. MEMBERSHIP cont.

- 6. Membership a requisite for volunteer services? 6
- 7. Membership raises money for institution? 7
- 8. Determination of how money is spent? 8
- 9. Members receive benefits or privileges through membership? 9

COMMENTS:

membership not required for volunteer service
300 volunteers give ~ 30,000 hrs/yr.

V. FINANCES

- 1. Institution has continuing financial support? 1
- 2. Financial support the recognized responsibility of board of trustees? 2
- 3. Continuing efforts to raise level of financial support? 3
- 4. Director expected to raise money? 4
- 5. Membership helps to raise money? 5
- 6. Determination of how membership money raised is to be spent? 6
- 7. Total support adequate to needs of institution? 7
- 8. Does total support compare with other similar institutions? 8
- 9. Salaries correct as reported in questionnaire? 9
- 10. Do salaries appear to be within acceptable limits? 10

V. FINANCES cont.

	Acceptable (Yes where applicable)	Questionable	Unacceptable (No where applicable)	
<input checked="" type="checkbox"/> 11. Fringe benefits correct as reported in questionnaire?	✓	_____	_____	11
<input checked="" type="checkbox"/> 12. Are benefits within acceptable limits?	yes	_____	_____	12
<input checked="" type="checkbox"/> 13. Is there an adequate financial reporting system?	yes	_____	_____	13
<input checked="" type="checkbox"/> 14. Is there a clearly delineated fiscal policy or plan?	yes	_____	_____	14
<input checked="" type="checkbox"/> 15. Does insurance protection appear to be adequate for visitors and staff?	yes	_____	_____	15

COMMENTS:

Director is not presently expected to raise money. Salaries have been updated as per State personnel policy. MZG is self-insured by State with exception of monorail ride which pays insurance premium from receipts

VI. PHYSICAL FACILITIES FOR VISITORS AND STAFF

<input checked="" type="checkbox"/> 1. Location of institution suitable, relative to community it serves?	yes	_____	_____	1
<input checked="" type="checkbox"/> 2. Location offering hazards to collection or personnel, especially during night hours?	✓	_____	_____	2
<input checked="" type="checkbox"/> 3. Institution accessible by foot (sidewalks)?	✓	_____	_____	3
<input checked="" type="checkbox"/> 4. Institution accessible by auto (surfaced roads)?	yes	_____	_____	4
<input checked="" type="checkbox"/> 5. Institution accessible by public transportation?	yes	_____	_____	5

VI. PHYSICAL FACILITIES FOR VISITORS AND STAFF cont.

	Acceptable (Yes where applicable)	Questionable	Unacceptable (No where applicable)
<input checked="" type="checkbox"/> 6. Adequate parking space for staff and visitors' automobiles?	Yes	_____	_____ 6
<input checked="" type="checkbox"/> 7. Restrooms adequate and maintained in sanitary condition?	Yes	_____	_____ 7
<input checked="" type="checkbox"/> 8. Regular program of zoo or aquarium maintenance?	Yes	_____	_____ 8
<input checked="" type="checkbox"/> 9. Heating adequate?	Yes	_____	_____ 9
<input checked="" type="checkbox"/> 10. Lighting adequate?	Yes	_____	_____ 10
<input checked="" type="checkbox"/> 11. Plumbing adequate?	Yes	_____	_____ 11
<input checked="" type="checkbox"/> 12. Sewage disposal adequate?	Yes	_____	_____ 12
<input checked="" type="checkbox"/> 13. Grounds kept satisfactorily?	Yes	_____	_____ 13
<input checked="" type="checkbox"/> 14. Condition of roads and sidewalks?	Yes	_____	_____ 14
<input checked="" type="checkbox"/> 15. External condition of buildings need repairs or better maintenance?	✓	_____	_____ 15
<input checked="" type="checkbox"/> 16. Regular program of building repair and refurbishment?	Yes	_____	_____ 16
<input checked="" type="checkbox"/> 17. Satisfactory fire prevention system?	Yes	_____	_____ 17
<input checked="" type="checkbox"/> 18. Exits clearly marked?	Yes	_____	_____ 18
<input checked="" type="checkbox"/> 19. Exits open outward?	Yes	_____	_____ 19
<input checked="" type="checkbox"/> 20. Exits equipped with panic hardware?	Yes	_____	_____ 20

COMMENTS:

The Zoo is located in a developing rural area - it is not routinely visited by walkers. The physical plant is very new and in excellent condition. Additional access roads under construction

VII. COLLECTIONS

	Acceptable (Yes where applicable)	Questionable	Unacceptable (No where applicable)	
<input checked="" type="checkbox"/> 1. Collections adequate to fulfill stated objectives of institution?	Yes	_____	_____	1
<input checked="" type="checkbox"/> 2. Collections conform to stated acquisition policy?	yes	_____	_____	2
<input checked="" type="checkbox"/> 3. Exceptions to policy?	✓	_____	_____	3
<input checked="" type="checkbox"/> 4. Established procedure of acquisition?	yes	_____	_____	4
<input checked="" type="checkbox"/> 5. Adequate system for preservation of appropriate data on acquisitions?	yes	_____	_____	5
<input checked="" type="checkbox"/> 6. Cataloging and specimen marking systems adequate?	yes	_____	_____	6
<input checked="" type="checkbox"/> 7. Cataloging system permits ready retrieval of data?	yes	_____	_____	7
<input checked="" type="checkbox"/> 8. Is the institution current with its ISIS data?	yes	_____	_____	8
<input checked="" type="checkbox"/> 9. Collections, records protected from danger of fire, flooding, wind or other natural hazards?	yes	_____	_____	9
<input checked="" type="checkbox"/> 10. Animal enclosures constructed and maintained so as to provide sufficient space to allow each animal to make normal postural and social adjustments with adequate freedom of movement? ^{1,2}	yes	_____	_____	10
<input checked="" type="checkbox"/> 11. Indications of malnutrition, debility, poor condition, stress, crowding or abnormal behavior patterns? ^{1,2}	✓	_____	_____	11

Footnotes:

¹It seems impractical and unnecessarily unwieldy to break down each zoological park or aquarium into turtle tanks, lion houses, etc. The report form allows for comments in special areas. Neither the British Federation nor the AAM considers a vast number of subsections useful.

²The question of specifying cage sizes for each species has been carefully considered. It is deemed impractical and counterproductive for five reasons:

- a. There are approximately 1,124,300 species of animals known. Of these, vertebrates alone make up nearly 42,000.
- b. Animal requirements for space, as well as for light, heat and other factors vary with the sex and age of the specimen and within its normal physiological rhythms.
- c. Animal space requirements also vary depending upon the nature of the space, its three-dimensional components, substrate and exposure.
- d. Needless to say, a specimen's spatial needs are also determined by its social surroundings, intraspecific, as well as interspecific, and even by such factors as placement of food and water within its exhibit.
- e. The establishment of minimum spaces by species is not a substitute for experienced evaluation of individual conditions by professional zoo men and aquarists and, if existing attempts may be extrapolated, not in the best interest of wild animal care.

VII. COLLECTIONS cont.

		Acceptable (Yes where applicable)	Questionable	Unacceptable (No where applicable)	
<input checked="" type="checkbox"/> 12.	Animal enclosures constructed so as to provide adequate heat, light and plumbing to meet the climatic needs of the collection <u>throughout the year?</u>	<u>Yes</u>	_____	_____	12
<input checked="" type="checkbox"/> 13.	Animal enclosures clean, pest free and well maintained in a manner consistent with the needs of the collection? Water quality and sources satisfactory?	<u>Yes</u>	_____	_____	13
<input checked="" type="checkbox"/> 14.	Animal rations of adequate quality and quantity and suitable for the varying requirements of the collection?	<u>Yes</u>	_____	_____	14
<input checked="" type="checkbox"/> 15.	Animal rations prepared and stored under adequate conditions of hygiene?	<u>Yes</u>	_____	_____	15
<input checked="" type="checkbox"/> 16.	Cage and tank substrate and furniture such as pools, shelters, corals, branches, etc., appropriate to the behavioral needs of the collection?	<u>Yes</u>	_____	_____	16
<input checked="" type="checkbox"/> 17.	Evidence of adequate collection reproduction and maintenance of breeding groups?	<u>Yes</u>	_____	_____	17
<input checked="" type="checkbox"/> 18.	Sufficient experienced keeper staff and maintenance staff employed to maintain adequate standards of animal care?	<u>Yes</u>	_____	_____	18
<input checked="" type="checkbox"/> 19.	Indiscriminate feeding of animals by public prohibited?	<u>Yes</u>	_____	_____	19
<input checked="" type="checkbox"/> 20.	Acquires animals in accordance with relevant legislation and AAZPA conservation policies?	<u>Yes</u>	_____	_____	20
<input checked="" type="checkbox"/> 21.	Collaborates in animal propagation programs with other suitable institutions?	<u>Yes</u>	_____	_____	21
<input checked="" type="checkbox"/> 22.	Responsible attitude and policy in disposition of surplus animals only to qualified recipients?	<u>Yes</u>	_____	_____	22
<input checked="" type="checkbox"/> 23.	General condition of collections?	<u>✓</u>	_____	_____	23

COMMENTS:

VIII. SAFETY PRECAUTIONS; COLLECTION

	Acceptable (Yes where applicable)	Questionable	Unacceptable (No where applicable)
<input checked="" type="checkbox"/> 1. Adequate, accessible first aid available to staff and public?	<u>Yes</u>	_____	_____ 1
<input checked="" type="checkbox"/> 2. Adequate snakebite emergency aid system where appropriate?	<u>Yes</u>	_____	_____ 2
<input checked="" type="checkbox"/> 3. Adequate animal-escape protection; facilities and routine for recapture?	<u>Yes</u>	_____	_____ 3
<input checked="" type="checkbox"/> 4. Adequate arrangements for cage or tank servicing without danger to staff?	<u>Yes</u>	_____	_____ 4
<input checked="" type="checkbox"/> 5. Adequate facilities for crating and transport of animals?	<u>Yes</u>	_____	_____ 5

COMMENTS:

IX. VETERINARY CARE

<input checked="" type="checkbox"/> 1. Full-time veterinarian? a. If not, indicate frequency of service inspections made by part-time or consulting veterinarian: _____	<u>Yes</u>	_____	_____ 1
<input checked="" type="checkbox"/> 2. Adequate reserve accommodation available away from other animals for the isolation and examination of newly arrived and sick animals?	<u>Yes</u>	_____	_____ 2
<input checked="" type="checkbox"/> 3. Adequate veterinary care, facilities for treatment of sick animals, routine health investigation including parasite checks and water quality checks?	<u>Yes</u>	_____	_____ 3
<input checked="" type="checkbox"/> 4. Adequate necropsy procedures, facilities and records?	<u>Yes</u>	_____	_____ 4
<input checked="" type="checkbox"/> 5. Committee's review of last two USDA inspection reports? <input checked="" type="checkbox"/>	<u>Yes</u>	_____	_____ 5

COMMENTS:

X. SECURITY

	Acceptable (Yes where applicable)	Questionable	Unacceptable (No where applicable)
<input checked="" type="checkbox"/> 1. Institution and collections protected against burglary?	yes	_____	_____ 1
<input checked="" type="checkbox"/> 2. Against vandalism?	yes	_____	_____ 2
<input checked="" type="checkbox"/> 3. Guards on regular schedule?	yes	_____	_____ 3
<input checked="" type="checkbox"/> 4. All parts of institution kept locked or under scrutiny during open hours?	yes	_____	_____ 4
<input checked="" type="checkbox"/> 5. All employees know procedure in cases of illness or personal injury to staff or visitors?	yes	_____	_____ 5

COMMENTS:

XI. EXHIBITS

<input checked="" type="checkbox"/> 1. General impression given by exhibits (crude and amateurish or well done and professional)?	✓	_____	_____ 1
<input checked="" type="checkbox"/> 2. Evidence that exhibits selected to serve purpose and not just "stamp collection"?	yes	_____	_____ 2
<input checked="" type="checkbox"/> 3. Exhibits arranged to demonstrate educational theme, sequence?	yes	_____	_____ 3
<input checked="" type="checkbox"/> 4. Exhibited specimens identified and interpreted?	yes	_____	_____ 4
<input checked="" type="checkbox"/> 5. Protected from natural and human hazards?	yes	_____	_____ 5
<input checked="" type="checkbox"/> 6. Endangered species adequately identified?	yes	_____	_____ 6
<input checked="" type="checkbox"/> 7. Exhibits presented in style so as to enhance scientific or aesthetic potential?	yes	_____	_____ 7

COMMENTS:

XII. PROGRAMS

		Acceptable (Yes where applicable)	Questionable	Unacceptable (No where applicable)
<input checked="" type="checkbox"/>	1. Programs and activities indicate that institution is alive and active?	<u>yes</u>	_____	_____ 1
<input checked="" type="checkbox"/>	2. Programs and activities indicate that applicant is utilizing collections in interests of general public rather than for gratification of special interests?	<u>yes</u>	_____	_____ 2
<input checked="" type="checkbox"/>	3. Programs consonant with objectives of institution rather than a miscellany designed to attract attention or money?	<u>yes</u>	_____	_____ 3
<input checked="" type="checkbox"/>	4. Attempt to provide activities for all age and education levels?	<u>yes</u>	_____	_____ 4
<input checked="" type="checkbox"/>	5. Activities dignified without being dull?	<u>yes</u>	_____	_____ 5
<input checked="" type="checkbox"/>	6. Activities pleasurable without being superficial?	<u>yes</u>	_____	_____ 6
<input checked="" type="checkbox"/>	7. Any effort to make collections of institution known and available to mature students and scholars?	<u>yes</u>	_____	_____ 7
<input checked="" type="checkbox"/>	8. Institution and character of collections of institution known and available to mature students and scholars?	<u>yes</u>	_____	_____ 8
<input checked="" type="checkbox"/>	9. Administrative officer participates in local, state, regional, national and international zoological park and aquarium organizations?	<u>yes</u>	_____	_____ 9
<input checked="" type="checkbox"/>	10. Trustees or staff members identify with or participate in zoological park or aquarium activities?	<u>yes</u>	_____	_____ 10
<input checked="" type="checkbox"/>	11. Reference library and journals available?	<u>yes</u>	_____	_____ 11
<input checked="" type="checkbox"/>	12. Directors and staff discuss theory and practice of zoological park and aquarium management?	<u>yes</u>	_____	_____ 12

COMMENTS:



American Association of Zoological Parks and Aquariums

EXECUTIVE OFFICE AT OGLEBAY PARK, WHEELING, WV 26003 (304) 242-2160

CONFIDENTIAL

3 September 1980

OFFICERS

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DON D. FARST, D.V.M.
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Gladys Porter Zoo

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Wheeling, WV 26003

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General Director
New York Zoological Park

DAVID G. ZUCCONI
Superintendent
Tulsa Zoological Park

LOUIS E. GARIBALDI
Curator
New England Aquarium

ELVIE TURNER, JR.
Director
Fort Worth Zoological Park

Mr. Edward Kohn, General Director
Minnesota Zoological Garden
12101 Johnny Cake Ridge Road
Apple Valley, MN 55124

Dear Ed:

We are enclosing our invoice #2818 for \$1,123.80 for the Visiting Committee expenses incurred while inspecting the Minnesota Zoological Garden for Accreditation.

The AAZPA Accreditation Commission will meet during the Chicago Annual Conference, at which time the Commission will review the Visiting Committee reports for the Minnesota Zoological Garden. You will be notified immediately after the meeting as to the results.

Ed, we truly appreciate your interest in and support of this vitally important program of the American Association of Zoological Parks and Aquariums.

Warm regards,

Robert O. Wagner
Executive Director

ROW/br

Enclosure: Invoice #2818

Copies to: Daniel H. Moreno
Don D. Farst, D.V.M.

American Association of Zoological Parks and Aquariums

EXECUTIVE OFFICES AT OGLEBAY PARK,
WHEELING, W. VA. 26003 AREA CODE 304 - 242-2160

for conservation, education, research, and recreation.

Mr. Edward Kohn, General Director
Minnesota Zoological Garden
12101 Johnny Cake Ridge Road
Apple Valley, MN 55124

INVOICE N^o 2818

Date 3 September 1980

Accreditation Visiting Committee
expenses:

Clayton F. Freiheit	\$555	73
Dennis A. Meritt, Jr.	254	43
Gilbert K. Boese	313	64

TOTAL \$1,123 80

RETURN (1) COPY WITH YOUR REMITTANCE



12101 Johnny Cake Ridge Road
Apple Valley, MN 55124
612/432-9010

August 8, 1980

*Holiday Inn reservations
through Bryson*

Clayton F. Freiheit, Director
Denver Zoological Gardens
City Park
Denver, Colorado 80205

(303) 575-5542

Dear Mr. Freiheit:

This letter is to confirm the arrangements we have made and the information you provided us for your AAZPA Accreditation team visit on August 15-16, 1980.

Reservations have been made and confirmed for August 14, 15 and 16 at the Holiday Inn Airport #1, 7800-34th Avenue South, Minneapolis [Phone (612) 854-4000]. Because of your arrival at 6:11 p.m. on Western Flt. #304, I have furnished your American Express #37 34 28 6839-21003 (10/80) to the hotel to guarantee late arrival reservations for your room.

Limousine service is provided by the hotel from the airport. Staff will provide transportation to and from the site during your visit.

As agreed, a meeting has been scheduled for 8:00 a.m. on August 15 to arrange staff interview schedules. A zoo staff member will pick you up at the Holiday Inn at 7:30 a.m. on 8/15 to bring you to the site.

Sincerely,

Ginny Davies
Director's Secretary

gd



12101 Johnny Cake Ridge Road
Apple Valley, MN 55124
612/432-9010

August 8, 1980

Mr. Dennis Meritt, Jr.
Milwaukee County Zoological Park
10001 West Bluemound Road
Milwaukee, Wisconsin 53226

(313) 294-4660
Lineda Park Zoo

Dear Mr. Meritt:

This letter is to confirm the arrangements we have made and the information you have provided us for your AAZPA Accreditation team visit on August 15-16, 1980.

Reservations have been made and confirmed for August 14 and 15 at the Holiday Inn Airport #1, 7800 - 34th Avenue South, Minneapolis (phone [612] 854-4000).

Nate Flesness, ISIS Manager, will meet United Flight #659 arriving in Minneapolis at 11:29 a.m. on August 14 and will provide transportation for you to the site for discussions with him prior to the arrival of the other team members. Zoo staff will provide for your transportation needs during your stay here.

Per C. Freiheit's agreement, a meeting has been scheduled for 8:00 a.m. on August 15 to arrange staff interview schedules. A staff member will pick you up at the Holiday Inn at 7:30 a.m. to take you to the site.

Sincerely,

Ginny Davies
Director's Secretary

gd



12101 Johnny Cake Ridge Road
Apple Valley, MN 55124
612/432-9010

August 8, 1980

Gilbert K. Boese, Ph.D. *Kay*
Chicago Zoological Park
Golf Road
Brookfield, Illinois 60513

*(414) 771-3040
Milwaukee Co. Zoo.*

Dear Dr. Boese:

This letter is to confirm the arrangements we have made and the information you provided us for your AAZPA Accreditation team visit on August 15-16, 1980.

Reservations have been made and confirmed for August 14, 15 and 16 at the Holiday Inn Airport #1, 7800-34th Avenue South, Minneapolis [Phone (612) 854-4000]. Because of your arrival at 7:50 p.m. on Republic Flt. #427, I have furnished your American Express #37 84 54 3009-31006 (7/81) to the hotel to guarantee late arrival reservations of your room.

Limousine service is provided by the hotel from the airport. Staff will provide transportation to and from the site during your visit.

Per C. Freiheit's agreement, a meeting has been scheduled for 8:00 a.m. on August 15 to arrange staff interview schedules. A zoo staff member will pick you up at the Holiday Inn at 7:30 a.m. on 8/15 to bring you to the site.

Sincerely,

Ginny Davies
Director's Secretary

gd

accreditation



American Association of Zoological Parks and Aquariums

EXECUTIVE OFFICE AT OGLEBAY PARK, WHEELING, WV 26003 (304) 242-2160

12 June 1980

CONFIDENTIAL

Mr. Edward H. Kohn, Director
Minnesota Zoological Garden
12101 Johnny Cake Ridge Road
Apple Valley, MN 55124

Dear Ed:

The Accreditation Commission of the AAZPA has reviewed the completed Accreditation questionnaire of the Minnesota Zoological Garden and has granted Interim Approval. Interim Approval does not constitute Accreditation. Therefore, publicity at this time would not be appropriate.

The next step in the Accreditation process is the on-site inspection of a Visiting Committee, made up of your colleagues and selected by the Accreditation Commission. Attached to this letter are the names of five members from which you may select three. Please note your approval or disapproval of the members, sign and return it to me. Your institution may veto, without explanation, the name of any Visiting Committee member whom it holds to be "persona non grata." The Chairman of your Visiting Committee should have all facilities and records available for inspection. It is understood that the expenses incurred by the Visiting Committee are to be borne by the applicant institution. The AAZPA shall reimburse each visiting member and then forward a cumulative invoice to your institution for payment.

The Accreditation Commission suggests that you and your staff familiarize yourselves once again with the Visiting Committee needs and procedures as set forth in the AAZPA Accreditation booklet.

It is understood that you prefer the Visiting Committee to make its on-site inspection as soon as possible.

Warm personal regards,

Bob

Robert O. Wagner
Executive Director

Confirmed dates 8/15-16

ROW/blh

Enclosure

Copies to: AAZPA Accreditation Commission
Don D. Farst, D.V.M., President
Louis R. DiSabato, Accreditation Committee Liaison

- OFFICERS**
- President
DON D. FARST, D.V.M.
Director
Gladys Porter Zoo
- President-Elect
PAUL S. CHAFFEE, D.V.M.
Director
Roeding Park Zoo
- Vice-President
LOUIS R. DISABATO
Director
San Antonio Zoological Gardens and Aquarium
- Immediate Past President
EDWARD J. MARUSKA
Director
Cincinnati Zoo
- Executive Director
ROBERT O. WAGNER
Oglebay Park
Wheeling, WV 26003
- DIRECTORS**
- ROLAND LINDEMANN
President
Catskill Game Farm, Inc.
- PETER KARSTEN
Director
Calgary Zoo
- GEORGE B. RABB, PH.D.
Director
Chicago Zoological Park
- KAREN A. SAUSMAN
Director
Living Desert Reserve
- CHARLES L. BIELER
Executive Director
San Diego Zoo
- WILLIAM G. CONWAY
General Director
New York Zoological Park
- DAVID G. ZUCCONI
Superintendent
Tulsa Zoological Park
- LOUIS E. GARIBALDI
Curator
New England Aquarium
- ELVIE TURNER, JR.
Director
Fort Worth Zoological Park

APPLICANT INSTITUTION MINNESOTA ZOOLOGICAL GARDEN

American Association of Zoological Parks and Aquariums

ACCREDITATION

The Accreditation Commission has selected the following members to form a Visiting Committee for your institution. Please indicate your approval or disapproval below. The Commission suggests that your Visiting Committee consist of at least three members.

Suggested priority sequence:

	<u>APPROVED</u>	<u>DISAPPROVED</u>	<u>MEMBER</u>
2.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Gil Boese, Ph.D.
4.	<input checked="" type="checkbox"/> *	<input type="checkbox"/>	Charles Hoessle
1.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Clayton Freiheit
3.	<input checked="" type="checkbox"/> *	<input type="checkbox"/>	Dennis Meritt, Jr.
5.	<input type="checkbox"/> *	<input type="checkbox"/>	David Zucconi

Form completed by:

Thomas R. Kohn General Director
(Signature) (Title)

Date:

18 June 1980

* We do not disapprove of these good people. If any of the first three should be unavailable we would be delighted to welcome either of the two.

denver zoological foundation INC

AAZPA Acc
CITY PARK
DENVER, COLO. 80205
PHONE: (303) 575-2432

18 July 1980

Boese (414) 771-3040
Meritt (312) 294-4660 wcb
Boese Am Ex 378454 7/81
3009-31006
Freiheit hotel 8/14, 15, 16
Meritt - only 14th + 15th
14th + 15th at 7:50 pm

Mr. Edward Kohn, Director
Minnesota Zoological Garden
12101 Johnny Cake Ridge Road
Apple Valley, MN 55124



staff

Clayton F. Freiheit
Zoo Director
Paul N. Linger
Assistant Director
Edward C. Schmitt
Curator
William R. Turner
Education
Richard C. Cambre, D.V.M.
Veterinarian

Dear Ed:

The dates of August 15 & 16 are acceptable to me, Dennis Meritt and Gil Boese for the AAZPA Accreditation Committee visit.

I shall plan to arrive in Minneapolis on 14 August on Western Air Lines, Flight #304 at 6:11 P.M. I am planning to depart on Sunday, 17 August, at 2:15 P.M. I would appreciate your making hotel reservations for me and the other members of the Committee. I am writing to Dennis and Gil and asking them to advise you of their arrival times and hotel needs.

I believe that two days will be very adequate to inspect the Minnesota Zoological Garden for AAZPA Accreditation. I look forward to seeing you soon.

Very truly yours,

Clayton F. Freiheit
Director
DENVER ZOOLOGICAL GARDENS

sg

cc: Robert Wagner

835-1901
Hotel d'Innocent
Single \$60-105
Double \$72-105

854-4000
Holiday Superior
Single \$37
Double \$43
854-7441
Marriott Airport
Single \$57-48
Double \$67-48
884-8211
Holiday - 9th 35W

Cristall-Bville
Single 23/night
Double (2 beds) 28/night no food service

officers

William H. Kistler
President
Dr. Conrad Riley
Vice President
W. W. Robinson
Vice President
Mrs. Walter Koelbel
Vice President
Loren A. Vance
Treasurer
Horace F. Phelps
Secretary

honorary life trustee

Herman F. Feucht

trustees

Kenneth R. Bunn
Joe Ciancio, Jr.
William C. Dabney, Jr.
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Dr. William T. Driscoll
John Ferguson III
Mrs. F. Wallace Gage
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Willard N. Greim
Stephen Grogan
John M. Gurtler
Mrs. Louis Halsell
Mrs. Donna M. Hamilton
Ferris Hamilton
Sidney G. Hoskins
William W. Hubbell
Fred G. Jager
Mrs. Thomas Keesling
Dr. Richard P. Koeppe
James B. Kurtz
Mrs. John Love
Mrs. Forrest McGrath
Robert B. Moch
Aksel Nielsen
J. Churchill Owen
Dr. Robert Sawyer
John L. Scripps
Dr. William R. Smith
Mrs. Karla Sorensen
James E. Stokes
Charles L. Warren
Dr. Joseph L. Yrisarri, Jr.



ACCREDITED INSTITUTIONAL MEMBER
OF THE AMERICAN ASSOCIATION OF
ZOOLOGICAL PARKS AND AQUARIUMS

orig addendum



MINNESOTA ZOOLOGICAL GARDEN

12101 Johnny Cake Ridge Road
Apple Valley, MN 55124
612/432-9010

February 29, 1980

Mr. Robert O. Wagner
Executive Director
American Association of Zoological Parks and Aquariums
Oglebay Park
Wheeling, West Virginia 26003

Dear Bob:

Enclosed are the required ten copies of the accreditation questionnaire, one set of addenda, one set of publications, one set of animal records forms, one set of MZG departmental activity plans, and the \$75.00 application fee.

We appreciate this opportunity to participate in this vitally important program of the AAZPA and wish to thank beforehand the Accreditation Commission members for their time and effort in reviewing our application.

We also look forward to receiving the visiting committee at the earliest possible date and will do everything to fully cooperate with the on-site inspection.

Thank you for your personal assistance in coordinating the accreditation process for us.

Sincerely,

Ralph Waterhouse

Ralph Waterhouse
Executive Officer

RW:gd



MINNESOTA ZOOLOGICAL GARDEN

12101 Johnny Cake Ridge Road
Apple Valley, MN 55124
612/432-9010

February 29, 1980

AAZPA
Accred

Mr. Robert O. Wagner
Executive Director
American Association of Zoological Parks and Aquariums
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Sincerely,

Ralph Waterhouse
Executive Officer

RW:gd

AAZPA ACCREDITATION QUESTIONNAIRE

TABLE OF ORGANIZATION

1. Questionnaire
2. Addendum I - History of the MZG
3. Addendum II - Board Operations By-Laws
4. Addendum III - List of Board of Directors
5. Addendum IV
 - a. Objectives and Guidelines of MZG
 - b. Position Description of General Director
 - c. Chapter 85a - Minnesota Statutes
6. Addendum V - Resume, General Director
7. Addendum VI - MZG Department Supervisors
8. Addendum VII - Volunteer Programs
9. Addendum VIII - Animal Management Records
10. Addendum IX - MZG Identification System
11. Addendum X - Conservation Efforts of MZG
12. Addendum XI - List of organizations to which MZG belongs
13. Addendum XII - Program Highlights and Activities
14. Addendum XIII - Research at MZG
15. 1 set of flyers, pamphlets, etc.
16. 1 set of Departmental Activity Plans
17. 1 set of Animal Records Keeping Forms

DEPARTMENT Biological Programs**Office Memorandum**

TO : Management Group

DATE: 2/19/80

FROM : Ralph Waterhouse *R.W.*

PHONE: _____

SUBJECT: AAZPA Accreditation Questionnaire

Please find attached a copy of the above questionnaire. I would like for you to review it, and any input that you may have will be appreciated. Thank you in advance for returning it to me as soon as possible.

RW:bc

cc: Ed Kohn ✓
Bev Rongren
Steve Iserman

THE AMERICAN ASSOCIATION OF ZOOLOGICAL PARKS AND AQUARIUMS ACCREDITATION QUESTIONNAIRE

INTRODUCTION

Please complete this questionnaire by typing or printing the answers. Send the original [white] and first copy [blue] to:

ACCREDITATION
AAZPA
Oglebay Park
Wheeling, West Virginia 26003

You may keep the second copy [yellow] for your zoological park or aquarium records.

This questionnaire will provide information about your institution to the Accreditation Commission required for the purposes of Accreditation. It will also provide general statistical data needed by the AAZPA.

The use of a questionnaire assures basic uniformity of factual documentation. It is understood that zoological parks and aquariums are diverse, and some questions undoubtedly will not fit each individual circumstance. Please do the best you can in answering every question. If necessary, enter "N/A" ("Not Applicable") and append a note (numbered as to page and question number in the questionnaire) in the space provided at the end of the questionnaire for Extended Answers.

In some cases, you may feel that a question may be answered "Yes" or "No" but that such a simple response would be deceptive. When this happens, it is appropriate to comment or attach a note of explanation.

TABLE OF CONTENTS

	Page
A. General Information	1
B. Governing Authority	2
C. Board of Trustees	2
D. Staff	3
E. Subsidiary Membership Organization	5
F. Finance	6
G. Physical Facilities	10
H. Collections	11
I. Conservation	12
J. Zoological Park and Aquarium Security	13
K. Exhibits.....	13
L. Programs and Activities	13
M. Summary	15

WHITE—Return to AAZPA
 BLUE—Return to AAZPA
 YELLOW—Retain for your records

OFFICE USE ONLY

Questionnaire # _____
 Date Mailed _____ Date Returned _____
 Am't Rec'd \$ _____ Rec'd By - (Initials) _____
 Applic. Complete YES All Fees Submitted YES
 AAZPA Member _____ Nonmember _____
 Computed by - (Initials) _____

A. GENERAL INFORMATION

- 1 Minnesota Zoological Garden
 Name of Institution
- 2 12101 Johnny Cake Ridge Road
 Street
- 3 Apple Valley, Mn. 55124
 City State Zip
- Mailing Address if Different:
- 4 same as above
 Street
- 5
 City State Zip
 612 432-9010
 Area Code + Telephone Number
- 7 Edward Kohn
 Name of Director/Chief Executive
- 8 General Director
 Title
- 9 Ralph Eugene Waterhouse, II
 Information supplied by - Name
 Executive Officer
- 10
 Title
 January 23, 1980
- 11
 Date
- 12 YES NO
 XX At the time this questionnaire was
 completed, was your institution a member of
 the AAZPA?
- 13 If not, has your institution ever been a
 member of the AAZPA?
- 14 Approximate population of the city or town in which your
 institution is located.
 20,000

Approximate population of the metropolitan area in which
 your institution is located.

15 2 million

Which of these broad general categories would best
 describe your institution:

16. Zoological Park
17. Aquarium
18. Combination, Specify
19. Other, Specify

Year institution was founded.

20. 1969

Year first opened to public.

21. 1978

Year initial building was occupied.

22. 1976

Describe briefly the institution's history (give dates where
 known)

please refer to addendum I

23. ISIS # 310524007
24. USDA Exhibitors License # 41-C-19
 Dates of last two USDA inspections.
25. 6/21/79 and 7/6/78

B. GOVERNING AUTHORITY

Is your institution operated by or directly maintained by a parent institution, society, business or organization?

1. YES NO

If "YES" give the following information about the parent organization:

2. n/a

Name

3. _____

Street

4. _____

City

State

Zip

Which one of the following best describes your governing authority? (Governing Authority — agency or organization which ultimately owns assets, including collections and installations, but not necessarily buildings and grounds.)

5. Municipal Government
 6. County Government
 7. State Government
 8. Federal Government
 9. Park or Recreational District
 10. Public School District
 11. College or University
 12. Society
 13. Church or denominational group or affiliated organization
 14. Nonprofit organization or corporation, other than above, administered in the public interest (non-profit — no part of net earnings may benefit any individual)
 15. Company, business or corporation organized for profit
 16. Individual operation (a single person or partnership owns the operation, is responsible for it and receives any profits which may accrue to it)
 17. Other. Specify. _____

Does your institution operate a branch zoological park or aquarium?

- YES NO

Please attach a copy of constitution and bylaws or other organic document of your institution.

Copy attached Addendum II

C. BOARD OF TRUSTEES

Does the zoological park or aquarium have a board of trustees or other legally constituted governing body?

- YES NO

If "YES" give the following information about the governing body:

2. Minnesota State Zoological Board

Name

3. 12101 Johnny Cake Ridge Rd.

Street

4. Apple Valley, Minnesota 55124

City

State

Zip

Please attach a list of the names, years of appointment and principal business affiliation of the members of the governing body.

Copy attached Addendum III

Indicate the total number of members of the governing body.

6. eleven members

Has the board of trustees officially defined in writing its role and that of the professional staff?

7. YES NO

If "YES" please attach a copy of the statement.

8. Copy attached Addendum IV

Are professional decisions expressly delegated to the professional staff?

9. YES NO

Comments.

Are exhibits decided on by the professional staff?

10. Always
 11. Most of the time
 12. Seldom
 13. Never

Comments.

Major new exhibit proposals are reviewed with the board.

Is there a specified term of service on the board?

14. YES NO

Comments.

Terms may be extended by the Governor and Senate in four year increments.

If "YES" indicate number of years.

15. four year service on the board

How are vacancies filled?

6. Election
 17. Appointment

By whom?
 Governor and Senate of the State
 of Minnesota

Must board officers change on a regular basis?

18. YES NO

Does the board have ex-officio members?

19. YES NO

If "YES" list the members and explain briefly.

James W. Kennedy
 Dakota County Commissioner

D. STAFF

This and financial information sought in the questionnaire will be held by the AAZPA in the strictest confidence, not to be attributed to any individual institution in any subsequent statistical information, but primarily to serve the Accreditation Commission.

Please answer and check where applicable.

Executive	Average Annual Salary Full-time only	Number Full-time	Number Part-time
1. Director/Chief Executive*	43,000	1	0
2. Assistant Director	29-35,000-1	1	0
3. Business Officer	16-22,000-1	1	0
4. Librarian	14-19,000-1	1	0
5. Photographer	13-16,000-1	1	0
6. Secretary	8-14,000-14	14	1
7. Membership Director		0	0
8. Public Relations Dir.	15-20,000-1	1	0
9. Fund-raising Dir.		0	0
10. Publications Chief		0	0
11. Other, Specify Personnel Of..	16-22,000	1	0
Executive Officer	22-30,000-1	1	0
Administrative Officer	22-30,000-1	1	0
see page 16			

CURATORIAL	Average Annual Salary Full-time only	Number Full-time	Number Part-time
12. Curator	16-22,000-5	5	0
13. Associate Curator		0	0
14. Assistant Curator		0	0
15. Zoologist		0	0
16. Curator of Education	16-22,000-1	1	0
17. Veterinarian	22-30,000-1	1	0
18. Keeper	11-14,000-32	32	0
19. Other, Specify			
Curator/Horticulture	17-24,000-1	1	0
Horticulturists	13-16,000-2	2	0
Interpretive Naturalist- Visual Arts (see page 16)	16-22,000-1	1	0
DISPLAY AND EXHIBITS			
20. Designer of Exhibits		0	0
Other, Specify Exh. Spec.	15-20,000-1	1	0
Exhibit laborer	10-13,000-1	1	0
22. Other, Specify			
Graphic Arts Spec.	13-18,000-1	1	0
OPERATIONS			
22. Superintendent of Building and Grounds	20-27,000-1	1	0
23. Janitor	10-12,000-7	7	0
24. Guard	10-12,000-6	6	0
25. Sales Desk Clerk	7-11,000-8	8	20-50
26. Food Service Employee		0	0
27. Other, Specify'			
skilled trades (electricians, painter, maintenance)	16-17,000-13	13	0
security supervisor	14-19,000-1	1	0
see page 16			
*Attach curriculum vitae.			
TOTALS		160	20-70

* Please refer to Addendum V

Percentage of staff salaries to total budget.

28. 60%

How many total positions in addition to those reported as employed by the institution itself were provided and paid by outside organizations (e.g., city, school district, university, civic organizations) for regularly scheduled service?

29. 40 CETA

Please attach department head, curatorial, research, education staff list by names, titles and salaries; specify full-time, part-time or seasonal.

30. Please refer to Addendum VI

How many paid staff members have completed the following levels of education? (Count each person only once, giving highest degree.)

	Professional Staff	Other Staff
31. High school	<u>2</u>	<u>97</u>
32. Some college	<u>5</u>	<u>8</u>
33. Associate's (Jr. college)	<u>3</u>	<u>0</u>
34. Bachelor's	<u>36</u>	<u>3</u>
35. Master's	<u>7</u>	<u>0</u>
36. Doctor's	<u>3</u>	<u>0</u>

Staff Fringe Benefits
(Check where applicable.)

	% Contributed by Employer			
	100 %	75 %	50 %	25 %
37. Pension	---	<u>X</u>	---	---
38. Life Insurance	<u>X</u>	---	---	---
39. Medical Insurance	<u>X</u>	---	---	---
40. Housing	---	---	---	---
			<u>X</u>	
41. Social Security	---	---	---	---
42. Other, Specify	---	---	---	---

Does the institution provide staff in-service training?

43. YES NO

If "YES" describe briefly:

1) zoo orientation for new employees

2) keeper training

3) monorail tour guide training

4) Biological Programs staff seminar ser

5) First Aid/CPR training for all staff
Staff Travel

Last year, approximately how many profession-related trips beyond a 25 mile radius did the staff take?

44. 123

Of these trips, approximately how many for the following purposes:

45. 10 Professional association meetings
46. 62 Field services
47. 12 Normal institution business
48. 28 Speaking engagements
49. 11 Consultation
50. _____ Other, Specify

Comments.

The above reflects travel of Curatorial and Education staff only.

Last year, approximately how many of the trips were provided through the funds of the institution?

51. 123

What is the estimated number of miles on zoological park or aquarium business traveled beyond a 25-mile radius by the staff per year?

52. 100

Volunteers

Does the institution use volunteers in any capacity?

53. YES NO

If "YES" please describe below:

Please see Addendum VII

Does the institution provide a structured program to train volunteers?

9A. YES NO

If "YES" describe briefly.

30 hours general training class;
specialized training; monthly newsletter;
monthly seminars; and personnel file
maintained for each volunteer.

E. SUBSIDIARY MEMBERSHIP ORGANIZATION

Do you have a subsidiary membership group organization?

YES NO

If "YES" please answer the following questions:

Name of membership organization.

Minnesota Zoological Society

Year this membership or organization was formed.

1961

What is the purpose of the organization?

To serve in an educational supportive
capacity providing a broad base of support
through an extensive membership program,
a volunteer corp, and fund raising.

What is the table of organization of the governing body of the membership organization?

21 member Board of Directors
14 elected by membership
7 appointed by the Chairman of the State
Zoological Board

Approximately how many members are in this organization?

7,000 memberships/estimated 24,000 members

How is the institution's membership list maintained?

Manually

Automated

Are all of your volunteers drawn from the organization?

YES NO

Is membership a requirement of volunteering?

10 YES NO

What benefits and/or privileges do members receive?

11. Unlimited free admission to the zoo,
Zoo Society Newsletter, Animal Kingdom
Magazine, MZG Newsletter, special events

What are the fees and levels of membership?

12. Individual	\$18.50
Family	28.50
Supporting	50.00
Donor	100.00
Patron	500.00

Is the organization active in fund raising for your institution?

13. YES NO

If "YES" what are their fund-raising activities?

"Zoo Walk"

Does the membership organization have any formal relationship with, or responsibility for, the institution and its operation?

14. YES NO

If "YES" in what regard?

Recruitment and recognition for the
volunteer program and financial obligation
for member zoo admissions.

What other zoo/aquarium related activities are sponsored by the membership organization?

15. Special projects and activities not provided by the Zoo's operating budget;
Speakers Bureau; Continuing Education
Programs; and Special Events

F. FINANCE

All answers to this questionnaire will be held by the AAZPA office and the Accreditation Commission in the strictest confidence, and no information on any individual institution will be released. Please know that the information requested by these questions on finance are most important to the Accreditation process of each institution.

Admission Fees	Regular	Group
1. Children (what age?) - Daily 5 and under	free	25 or more
6-11	\$1.00	.80
2. Student-Daily 12-16	1.50	1.20
3. Adult-Daily 17-61	3.00	2.40
4. Children-Special Events 62 and over	1.50	
	.50	10.00
5. Student-Special Events	N/C	
Service Fees, Specify		
6. monorail	.75 child	1.50 adult
pony cart ride	.50 child	.75 adult

Other Fees, Specify

7. Organized school groups with reservations
 are admitted free.

Number of free days or free hours per week. When?

8. one free day each month

Comments.
 Free day is the 3rd Tuesday of each month.

Has your institution applied for a tax-exempt status under federal provisions?

9. YES NO

If "YES" please indicate under which provision of appropriate national laws.

- 10. 501 (c) (3) - Charitable Organization
- 11. 170 (b) - Governmental Organization
- 12. 509 - Operating Foundation
- 13. Other, Specify

To your knowledge, did your institution qualify last year as a publicly supported charity (and thus entitle you to offer donors an extra charitable deduction under section 170(b) of the Internal Revenue Code of 1954, as amended)?

14. YES NO

Actual Operating Expenses:

15. Fiscal year from date 7/1/78 to date 6/30/79

Please include salaries and all other expenses, but exclude costs or salaries paid by other organizations.

16. Administration and Business Office	\$ 362,946	
17. Acquisitions (if from annual operating funds)	\$ -0-	
18. Veterinary Services	\$ 89,610	
19. Curatorial Departments (total)	\$ 813,790	
20. Special Exhibits (or exhibit staff)	\$ 43,890	
21. Conservation of Wildlife	included in 19 above	\$ n/a
22. Education Department (total)		\$ 259,807
23. * Public school programs	\$ 125,000	
24. Other, Specify		\$ n/a
.....		\$ n/a
25. Membership Department		\$ n/a
26. Public Relations.....		\$ 450,438
27. Fund Raising		\$ n/a
28. Publications and Printing		\$ 35,664
29. Library		\$ 25,000
30. Photography and Television		\$ 50,000
31. Buildings and Grounds (total)		\$ 1,506,063
32. Maintenance	\$ 220,000	
33. Other, Specify		\$ n/a
Utilities	\$ 486,352	
33.		\$ n/a
34. Security (total)		\$ 207,587
35. Sales	\$ n/a	
36. Supplies & Equipment	\$ n/a	
37. Other, Specify		\$ n/a
.....		\$ n/a
38. Employee fringe benefits paid by institution (total)		\$ (376,062)
39. Social Security	\$ 124,224	already included in other activities. Do not add with other amounts.
40. Retirement	\$ 120,132	
41. Hospital Insurance	\$ 131,706	

* Subordinate items need not add up to the total for department in this or later sections.

42.	Other, Specify	\$	n/a	
		\$	n/a	
43.	Taxes		exempt	\$ -0-
44.	Property	\$	-0-	
45.	Sales Tax	\$	-0-	
46.	Other Taxes, Specify		-0-	
		\$	-0-	
		\$	-0-	
47.	Other operating expenses (total)			\$ 452,138
	Specify			
	Admissions/Cash Control	\$	90,467	
	Gift Stores including inventory	\$	361,671	
		\$		
		\$		
48.	Total Operating Expenses			\$ 4,296,933

Actual Operating Income :

	Amount Restricted	Amount Unrestricted	Totals
49. Admission fees	\$ 1,511,405	\$ -0-	\$ 1,511,405
50. Endowment & (Interest Income)	\$ 49,470	\$ -0-	\$ 49,470
51. Individual business, corporation and foundation contributions.	\$ -0-	\$ -0-	\$ -0-
52. City (including school districts).	\$ -0-	\$ -0-	\$ -0-
53. State (including Dept. of Education).	\$ 1,920,905	\$ -0-	\$ 1,920,905
54. Federal	\$ -0-	\$ -0-	\$ -0-
55. Other, Specify			
Gift Store, food service, parking	\$ 788,544	\$ -0-	\$ 788,544
misc.	\$ 40,186	\$ -0-	\$ 40,186
56. Membership fees (total)	\$ -0-	\$ -0-	\$ -0-
57. Number of members	n/a		

58. Sales of surplus animals	\$ -0-	\$ -0-	\$ -0-
59. Other Income, Specify			
.....	\$ -0-	\$ -0-	\$ -0-
.....	\$ -0-	\$ -0-	\$ -0-
60. Total Operating Income			\$ 4,310,510
61. Operating Surplus			\$ 13,577
62. Operating Deficit			\$ -0-

Capital Assets :

Estimates Only

- 63. Total value of collections, animals & plants, 2,000,000
- 64. Replacement value of buildings and grounds \$ 53,000,000
- 65. Market value of endowment (at most recent evaluation dated _____) \$ n/a
- 66. Book value, if market value unavailable \$ n/a

Capital Expenditures :

- 67. Buildings:
 - New Construction (last fiscal year) \$ n/a
 - (Projected total cost) \$ n/a
- 68. Rehabilitation and modernization \$ n/a

Other Expenses, Specify

- 69. _____ \$ _____
- _____ \$ _____
- _____ \$ _____

With the promise of STRICTEST CONFIDENCE, may the members of the AAZPA Visiting Committee have access to the institution's financial records in connection with their visit (for clarification purposes of the answers in this questionnaire only)?

- 70. YES NO

Does the institution produce an annual report?

- 71. YES NO In progress

If "YES" please attach.

- 72. Copy attached

G. PHYSICAL FACILITIES

What kind of facilities do you have? (Check one or more where applicable.)

- 1. Zoological Park (Professionally designed compound where live animals are kept for display and study)
- 2. Nature/Conservation Center
- 3. Aquarium
- 4. Field Research Station
- 5. Separate Laboratory Operation
- 6. Other, Specify

What is the total square footage of the institution building(s)?

- 7. 503,800 square feet

Total acreage of institution.

- 8. 480 acres

What percentage of this space is devoted to the following? (related roads and walks are not to be shown separately)

- 9. Exhibits 10 %
- 10. Collection Reserve 1 %
- 11. Administration .1 %
- 12. Laboratory or Animal Hospital .1 %
- 13. Maintenance Services .4 %
- 14. Public Services (e.g., classroom, meeting areas, auditorium) .3 %
- 15. Food Services .1 %
- 16. Parking Space 4 %
- 17. Other, Specify (consider natural features, woods, lakes and gardens)
 - natural resources 84 %

Who owns the building(s)?

- 18. State of Minnesota

Who owns the grounds?

- 19. State of Minnesota

Is the acreage contiguous?

- 20. YES NO

Does the institution have a library under its immediate jurisdiction?

- 21. YES NO

If "YES" approximately how many bound volumes including periodicals?

2,200 volumes

How many additional items? Specify

slide file - 500, Zoo Newsletter - 220 institutions, pamphlets - 1000, journals - 110

Is the library open at regular hours for use by the general public?

YES NO

If "YES" how many hours per week?

n/a

Comments.

Current library use is for staff, researchers, and special requests by students or the public.

Does the zoo/aquarium maintain mobile units?

YES NO

If "YES" how many?

one zoomobile

Describe briefly.

Dodge window van heated and air

conditioned for year around transportation

of demonstration animals to schools, nature centers, parks, etc.

Is public parking available on zoo/aquarium grounds?

YES NO

If "YES" how many spaces?

2377 paved - 300 gravel

If "YES" are these spaces free?

YES NO

Are there additional parking spaces nearby?

YES NO

Can visitors reach the institution by public transportation?

YES NO

Are your facilities open to the general public at stated hours without advance arrangements?

YES NO

Comments.

If "YES" how many months per year?

34. 12 months

If "YES" how many hours per week?

35. 56/week winter; 70/week Summer

Comments.

Oct. 1st - April 30th Winter

May 1st - September 30th Summer

How many evenings per week are open to the public?

36. seven evenings

Comments.

open until 7 p.m.

Are these evening hours seasonal?

37. YES NO

If "YES" describe.

open evenings May through September

	Annual Attendance	Estimated	Counted
38. Individuals		n/a	672,606
39. School Groups		n/a	120,627
40. Other Groups		n/a	141,889
41. Zoo/Aquarium Organized Classes		n/a	n/a
42. Special Events Visitors		n/a	n/a
43. Other, Specify			
	Society		56,801
	Free Day		75,769
44. Total for the reporting year	n/a		1,067,692
45. Total for previous year	n/a		n/a

Comments.

H. COLLECTIONS

Does the institution own living collections?

1. YES NO

Of the collections currently in the custody of the institution, approximately what percentage is the institution's own property?

2. 100% 75% 50% 25%

Approximately what percentage of the collection in your custody do you exhibit?

3. 100% 75% 50% 25%

Does the zoo/aquarium have legal title to or authorization for the possession of its collections?

4. YES NO

If "NO" explain

Are permanent records kept for all collection animals?

5. YES NO

If "NO" explain.

If "YES" please attach a blank catalogue form or set of forms.

6. YES NO

In your opinion, are these records adequate?

7. YES NO

Comments.

Please refer to Addendum VIII

Describe the program.

Please refer to Addendum VIII

Are ISIS records submitted regularly?

8. YES NO

Are animals and records numbered or otherwise identified so that one might go from one to the other with facility and accuracy?

9. YES NO

Please explain your identification system.

10. Please refer to Addendum IX

Are accession and catalogue files duplicated and kept elsewhere for security?

11. YES NO

If "YES" describe briefly.

Accession and ISIS files are duplicated

however, the other files are not. All will be when the computer is functioning. Are unwanted animals accepted as gifts?

12. YES NO

If "YES" describe briefly.

Only in limited instances when the specimen is useful to the collection.

13. Who decides whether an offered animal will be accepted?
General Curator and Curator of the area involved.

Comments

I. CONSERVATION

Does the institution participate in wildlife conservation efforts?

1. YES NO

If "YES" please describe specifically

Please refer to Addendum X

Is the institution an active member of IUCN?

2. YES NO

3. WWF? YES NO

Other national/international organizations?

4. YES NO

If "YES" please list.

5. Please refer to Addendum XI

Does the institution maintain self-sustaining breeding groups of wild animals?

6. YES NO

If "YES" please list.

Not at this time - many specimens acquired for the zoo opening were young and are just reaching sexual maturity.

22. 2,200 volumes

How many additional items? Specify

23. slide file - 500, Zoo Newsletter - 220 institutions, pamphlets - 1000, journals - 110

Is the library open at regular hours for use by the general public?

24. YES NO

If "YES" how many hours per week?

25. n/a

Comments.

Current library use is for staff, researchers, and special requests by students or the public.

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26. YES NO

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Dodge window van heated and air conditioned for year around transportation of demonstration animals to schools, nature centers, parks, etc.

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If "YES" how many spaces?

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If "YES" are these spaces free?

30. YES NO

Are there additional parking spaces nearby?

31. YES NO

Can visitors reach the institution by public transportation?

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If "YES" how many months per year?

34. 12 months

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43. Other, Specify			
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Comments.

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Please refer to Addendum X

Is the institution an active member of IUCN?

2. YES NO

3. WWF? YES NO

Other national/international organizations?

4. YES NO

If "YES" please list.

5. Please refer to Addendum XI

Does the institution maintain self-sustaining breeding groups of wild animals?

6. YES NO

If "YES" please list.

The institution cannot develop self-sustaining breeding groups - occasional trading of certain specimens with other institutions will always be necessary to maintain genetic diversity.

Does the institution provide training and supervision of personnel involved in the handling of its living collections?

YES NO

Comments:

Five area curators directly supervise 32 fulltime professional animal keepers. On the job training, training lectures, and seminar series comprise the basic staff training.

J. ZOO/AQUARIUM SECURITY

Does the institution have a security alarm system?

YES NO

If YES do you consider it adequate?

YES NO

Does your institution employ security officers?

YES NO

Describe briefly the qualifications required of security officers.

Background experience in security work, and EMT training and certification are desirable.

Do the premises receive periodic inspection by the local fire or insurance authorities?

YES NO

Are fire extinguishers in accessible areas and provided throughout the building or buildings including storage and work areas?

YES NO

Do the staff and volunteers receive instructions on how to use your fire-extinguishing equipment?

YES NO

Are security officers armed?

YES NO

Are guard dogs used?

YES NO

Are firearms kept on premise?

YES NO

Is chemical restraint equipment available for use by authorized personnel?

YES NO

K. EXHIBITS

Do you exhibit animals not owned by you?

1. YES NO

If "YES" please explain.

We exhibit animals on breeding or exhibit loan from other institutions.

Does the institution have a stated policy concerning loans to individuals and other institutions?

2. YES NO

If YES describe this policy.

3.

L. PROGRAMS AND ACTIVITIES

Education:

What types of educational or cultural activities does the institution or organization regularly schedule under the direction of the staff, paid or volunteer? (Check one or more where applicable.) Is your program conducted by a full time paid staff member? part-time paid staff member? volunteer?

- 1 Guided tours for school classes
- 2 Presentations at schools
- 3 Special lectures and/or demonstrations for school classes at the institution
- 4 Guided tours and talks for general groups
- 5 Classes, clubs and study groups for children
- 6 Classes, clubs and study groups for adults
- 7 Lecture series for general audience
- 8 Radio programs produced by the institution
- 9 TV programs produced by the institution
- 10 Film series
- 11 Speaker's bureau
- 12 Other, Specify

Does the institution or organization offer regular educational activities specifically designed for any of the following? (Check where applicable.)

- 13 Talented/gifted children
- 14 Handicapped persons
- 15 Preschool children
- 16 School age children
- 17 College & university students
- 18 Adults
- 19 Other, Specify

Describe the general age group to which the majority of your regularly scheduled activities is directed (preschool, grades 1-4, 5-8, high school, college and university, graduate, adults, other).

20. Please refer to Addendum XII.

All age groups are attended to.

Did the institution's staff lead field excursions for the public to sites of scientific interest during the reporting year?

21. YES NO

If "YES" for what kinds of groups were excursions led? (Check one or more.)

- 22. School classes
- 23. Community groups
- 24. Membership
- 25. Other, Specify

n/a

If your institution has organized programs for school-age children, are they planned in cooperation with local school authorities?

26. YES NO N/A

If your institution has organized programs for high school students, are they planned in cooperation with local school authorities?

27. YES NO N/A

Does your institution have joint programs or special affiliations with colleges and universities?

28. YES NO

If "YES" check where applicable.

- 29. Research at graduate level
- 30. Research at undergraduate level
- 31. Work experience for credit at graduate level
- 32. Work experience for credit at undergraduate level
- 33. Work experience without credit
- 34. Observation or participation in program by teacher trainees
- 35. In-service courses for classroom teachers
- 36. Training program for professional zoo/aquarium workers
- 37. Specimens loaned to colleges
- 38. College credit courses taught in your facilities
- 39. College credit courses taught by your professional staff (any location)
- 40. Other, Specify

Does your institution have a formal, planned program specifically designed for training professional zoo/aquarium workers (other than staff members)?

41. YES NO

If "YES" describe.

42. n/a

If "YES" how many individuals were enrolled during the reporting year?

43. n/a

Has formal application been made to governmental agencies for direct funds during the past fiscal year (other than from your governing authority)?

- 44. Municipal
- 45. County
- 46. State
- 47. Federal
- 48. Other, Specify

n/a

Agency applied to	Program applied for (education, history, training, etc.)	Amount of support received
49.		
50.		
51.		
52.		
53.		

If "NO" please comment.

We plan to begin pursuing governmental grants in the next year.

Has formal application been made to a private foundation during the past fiscal year?

54. YES NO

Does the institution provide training and supervision of personnel involved in the handling of its living collections?

YES NO

Comments:

Five area curators directly supervise 32 fulltime professional animal keepers. On the job training, training lectures, and seminar series comprise the basic staff training.

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Does the institution have a security alarm system?

YES NO

If "YES" do you consider it adequate?

YES NO

Does your institution employ security officers?

YES NO

Describe briefly the qualifications required of security officers:

Background experience in security work, and EMT training and certification are desirable.

Do the premises receive periodic inspection by the local fire or insurance authorities?

YES NO

Are fire extinguishers in accessible areas and provided throughout the building or buildings, including storage and work areas?

YES NO

Do the staff and volunteers receive instructions on how to use your fire-extinguishing equipment?

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YES NO

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2. YES NO

If "YES" describe this policy.

3. _____

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Education:

What types of educational or cultural activities does the institution or organization regularly schedule under the direction of the staff, paid or volunteer? (Check one or more where applicable.) Is your program conducted by a full-time paid staff member? , part-time paid staff member? , volunteer? .

- 1. Guided tours for school classes
- 2. Presentations at schools
- 3. Special lectures and or demonstrations for school classes at the institution
- 4. Guided tours and talks for general groups
- 5. Classes, clubs and study groups for children
- 6. Classes, clubs and study groups for adults
- 7. Lecture series for general audience
- 8. Radio programs produced by the institution
- 9. TV programs produced by the institution
- 10. Film series
- 11. Speaker's bureau
- 12. Other, Specify _____

Does the institution or organization offer regular educational activities specifically designed for any of the following? (Check where applicable.)

- 13. Talented gifted children
- 14. Handicapped persons
- 15. Preschool children
- 16. School-age children
- 17. College & university students
- 18. Adults
- 19. Other, Specify _____

Describe the general age group to which the majority of your regularly scheduled activities is directed (preschool, grades 1-4, 5-8, high school, college and university, graduate, adults, other).

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26. YES NO N/A

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27. YES NO N/A

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28. YES NO

If "YES" check where applicable.

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- 30. Research at undergraduate level
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- 32. Work experience for credit at undergraduate level
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- 39. College credit courses taught by your professional staff (any location)
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41. YES NO

If "YES" describe.

42. n/a

If "YES" how many individuals were enrolled during the reporting year?

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- 44. Municipal
- 45. County
- 46. State
- 47. Federal
- 48. Other, Specify

n/a

Agency applied to	Program applied for (education, history, training, etc.)	Amount of support received
49.		
50.		
51.		
52.		
53.		

If "NO" please comment.

We plan to begin pursuing governmental grants in the next year.

Has formal application been made to a private foundation during the past fiscal year?

54. YES NO

Foundation applied to	Program applied for (education, history, training, etc.)	Amount of support received
Medtronics, Inc.	Telemetry	Pending

Search:

(Formal research projects: study intended to acquire new knowledge, as opposed to identification or reference.)

Did your institution undertake formal research projects during the reporting year?

YES NO

Is research the primary function and activity of your institution?

YES NO

Is research a major function and activity of your institution?

YES NO

If your institution conducts research, please specify the major subjects.

n/a

Do you have a research library?

YES NO

Publications:

Did you issue publications during the reporting year?

YES NO

If "YES" were any of the following issued? (Check where applicable.)

Formal Annual Report

- 67. Membership newsletters, calendars of events, flyers, etc.
- 68. Scholarly or technical books, pamphlets or bulletins based on research findings
- 69. Popular books, bulletins or pamphlets (excluding membership flyers, etc.)
- 70. Regular periodical(s) (magazines, journals, proceedings)
- 71. Other, Specify

Filmstrips, posters

State briefly the policy toward answering information, research and reference inquiries received by the institution.

- 72. General information inquiries are answered by the zoo's librarian - technical requests are routed to the Curatorial staff.

M. SUMMARY

What is the stated purpose of the institution? Summarize briefly

The institution exists to represent some of the diversity of natural life in an ecological context, and to provide a learning center for the general public to better appreciate the natural world.

Please attach one copy of each of any flyers or brochures that describe the institution, its exhibits and purposes.

- 1. Copy attached.

Please sign, date and return this questionnaire by mail in the accompanying envelope.

Application for Accreditation, accompanied by the initial fee, constitutes agreement by the applicant zoological park or aquarium to consent to and abide by the decision(s) of the American Association of Zoological Parks and Aquariums arrived at through the agencies of the Accreditation Commission and its operative agencies.

2. _____ General Director
Signature

3. _____
Date

EXTENDED ANSWERS

This space is provided for the extension of descriptions or explanations which otherwise would not fit in the space allotted by the questionnaire. Be sure to include the question reference number and page number to which each extended explanation on this page refers.

Page &
Question#

		Average Salary	fulltime	part-time
3-11	Associate Director	24-33,000	1	0
3-11	Business Services Director	20-27,000	1	0
3-11	Concessions Supervisor	16-22,000	1	0
3-11	Group Sales	15-20,000	1	0
3-11	Personnel Aide	11-14,000	1	0
3-11	Account Clerk	9-11,000	2	0
3-11	Accounting Technician	12-15,000	1	0
3-11	Switchboard Operator	9-11,000	1	0
3-19	Animal Health Specialists	13-16,000	2	0
3-19	Medical Records Clerk	9-12,000	1	1
3-19	Interpretive Naturalist	15-20,000	3	0
3-19	Interpretive Aide	11-13,000	1	0
3-19	Librarian	14-19,000	1	0
3-27	Radio/TV Program Supervisor	13-16,000	1	0
3-27	Monorail Tour Guide	9-12,000	0	8
3-27	Groundskeeper	10-12,000	6	
3-27	Buildings and Grounds Worker	10-13,000	6	0
3-27	Building Maintenance Foreman	17-18,000	3	0
3-27	General Repair Worker	15,000	3	0
3-27	Monorail Maintenance Worker	16,000	1	0
3-27	Monorail Maintenance Trainee	15,000	3	0
3-27	Monorail Maintenance Foreman	18,000	1	0
3-27	Laborer I and II	11-15,000	7	0
3-27	Auto Driver	9-12,000	1	0
3-27	Auto Mechanic Foreman	17-18,000	1	0
3-27	Automotive Technician	13,000	1	0
3-27	Chief Power Plant Engineer	17-21,000	1	0
3-27	Inventory Control Supervisor	13-18,000	1	0
3-27	Inventory Stores Clerk	9-12,000	2	0
3-0	CETA	6-13,000	9	31

Foundation applied to	Program applied for (education, history, training, etc.)	Amount of support received
Medtronics, Inc.	Telemetry	Pending

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Is research the primary function and activity of your institution?

YES NO

Is research a major function and activity of your institution?

YES NO

If your institution conducts research, please specify the major subjects.

Please refer to Addendum XIII

Do you have a research library?

YES NO

Publications:

Did you issue publications during the reporting year?

YES NO

If "YES" were any of the following issued? (Check where applicable.)

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- 2. Executive Officer
General Director
Signature Title
- 3. _____
Date

EXTENDED ANSWERS

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3-0	CETA	6-13,000	9	31

REV: 11/78

ADDENDUM I

HISTORY OF THE MZG

- A. 1955 - Como Zoo Volunteer Committee set out to procure a zoo director and to raise money for the improvement of the Como Zoo.
- B. 1961 - The Minnesota Zoological Society was incorporated to establish a year-round modern zoo for St. Paul.
- C. 1966 - A metropolitan area zoo was proposed after studies indicated that Como Zoo could not be expanded into a major zoo facility.
- D. 1967 - Zoo bill failed in the Legislature. However, Metropolitan Council's Zoo Advisory Committee submitted a report and recommendations that were basis for 1969 legislation.
- E. 1969 - Legislation passed creating the Minnesota Zoological Board, appointed by the Governor and \$500,000 was authorized to develop a master plan for the MZG.
- F. 1970 - Site selection.
- G. 1971 - Funding for the zoo bill failed by one vote in the legislature.
- H. 1973 - Revised master plan was presented and the bill passed the legislature and was signed by Governor Anderson allowing for \$23,025 million in bonds with \$2,350 million additional matching funds for the construction of the MZG. Right now, every dollar donated to the zoo is worth two.
- I. 1973 (October) - First money voted to I.S.I.S. through AAZPA.
- J. 1974 (January) - Program implementation of I.S.I.S. began with hiring of the System Manager.
- K. 1974 (May 26) - Groundbreaking.
- L. 1975 (July) - Incorporation of the Minnesota Zoological Garden Foundation.
- M. 1976 - Completion of first buildings. Zoo staff moves to site. Budget increased to \$28,148,763.
- N. 1977 (Spring) - Plant acquisition began.
- O. 1977 (Summer) - Move into main complex. Animal acquisition began. Zoo Ride construction began. Budget increased to \$29,250,000.
- P. 1977 (Fall) - Construction is completed.
- Q. 1977 (Winter) - Essential completion of phase one construction.
- R. 1978 (May) - Grand Opening of MZG.

Plans for a major zoological garden in Minnesota date back several years. The initial concepts centered around an expanded Como Park Zoo. Subsequent studies by the Minnesota Society, the Citizens League, and the Metropolitan Council's Zoo Advisory Committee were undertaken from 1964-1968. Each study concluded that a zoological garden would fill a massive cultural void in the region, that it would be economically viable, and that it would bring a host of benefits ranging from increased tourism, to enrichment of educational experiences, to providing a major contribution to "quality of living" standards in the area.

Addendum I - Continued.

Page 2

Based upon collective recommendations, legislative action was sought to fund and establish a facility through state tax revenues. The 1969 legislature accepted in principle the concept of a major zoological garden and appropriated funds for development of a master plan for the first "state zoo" in the United States. An eleven member governmental appointed Minnesota Zoological Board was created to study, plan and acquire a site (subsequently selected in 1971). The 1973 legislature approved a master plan and approved a bonding program for the development of the zoo. Dakota County acquired a primary site and contributed it to the state. Construction on May 1, 1974 with the first phase scheduled for completion in 1977. Opening day is scheduled for May, 1978.

MINNESOTA ZOOLOGICAL GARDEN
Board Operations By-Laws

ARTICLE I.
Meetings

Section 1. Regular Meetings: Regular meetings of the Board shall be held on the second Thursday of each month, unless otherwise specified by its chairman.

Section 2. Special Meetings: Special meetings may be called by either the chairman or by any three members of the Board, provided notice is given to all members of the Board at least five days prior to the date of meeting by the United States mail. Notice of special meeting called by three members of the Board shall contain the signatures of the three members who are calling the meeting.

Section 3. Time and Place: Time and place of regular and special Board meetings shall be at 2:30 o'clock P.M. at the Zoological Board Offices, unless otherwise specified by the chairman.

Section 4. Agenda: Agenda shall be prepared by the chairman in consultation with the director and shall be submitted to the Board members prior to the meeting.

Section 5. Quorum: Quorum shall consist of six members of the Board, or, in the event there are vacancies on the Board, a majority of members of the Board.

Section 6. Transaction of Business: The acts of a majority of Board members present at a meeting at which a quorum is present shall be the acts of the Board.

ARTICLE II.
Officers

Section 1. Officers: The officers of the Board shall be the chairman, vice-chairman, secretary and treasurer.

Section 2. Term of Office: Term of office shall be for one year.

Section 3. Election of Officers: Election of officers shall take place at the regular meeting of the Board in July of each year.

Section 4. Vacancies: The Board shall, within two weeks following the occurrence of a vacancy on the Board, advise the Governor of such vacancy and request that he make an appointment to fill the vacancy. Vacancies and removal from the Board shall, in all other respects, be accomplished in accordance with Minnesota Statutes 15.0575, Subdivision 4.

ARTICLE III.
Committees

Section 1. Approval: The chairman shall appoint all committee chairmen and shall approve all appointments of committee members.

Section 2. Executive Committee: Executive Committee shall consist of the officers of the Board and chairmen of the standing committees. The Executive Committee, by unanimous, affirmative action of the Board, shall have and exercise the authority of the Board in the management of the business of the Minnesota Zoological Board. Any such Executive Committee shall act only in the interval between meetings of the Board and shall be subject at all times to the control and direction of the Board.

The Executive Committee shall also act as the Finance Committee of the Board, specifically reviewing and recommending to the Board budgets, sales and revenue reports, legislative programs, Minnesota Zoological Garden Foundation interface, and long term finance planning.

Section 3. Standing Committees: The standing committee of the Board shall consist of an Operations and Planning Committee.

Section 4. Special Committees: Special committees shall be appointed by the Chairman and approved by the Board as the business of the Board dictates.

Section 5. Committee Duties: The primary duties of each committee are to review significant Board business prior to the time a Board decision is required and to make a recommendation to the Board.

ARTICLE IV.
Board Member Expenses

Section 1. Provision for Payment: Board member expense shall be paid in accordance with Minnesota Statutes 1977, Chapter 85A, Section 85A.01, Subd. 1a.

Section 2. Per Diem Compensation: Board members, except those who are full time state employees or full time employees of the political subdivisions of the state shall be paid per diem compensation as follows:

1. Regular or special board meetings at which the member attends.
2. Board committee meetings at which the member attends.
3. Meetings with other governmental agencies and community groups which by board action the member or members are authorized to represent the board.
4. Trips to other zoos, to regional and national conferences, and to other meetings which by board action the member or members are authorized to represent the board.
5. No more than one per diem compensation of \$35.00 shall be paid in any one day.

Section 3. Travel Expense: Travel expense is authorized for meetings and trips that meet the criteria outlined in Section 2.1 through Section 2.5 above. Reimbursement will be in the same manner and amount as received by state employees in accordance with the regulations and policies of the Department of Personnel.

ARTICLE V.
Amendments

Section 1. Amendment of By-Laws: By-Laws may be amended at a regular or special meeting of the Board by two-thirds majority vote of board members present; providing that notice of an intent to amend, including the wording of the amendment, shall be sent to all board members at least ten days prior to such a meeting by the proposer by means of the United States mail.

MINNESOTA ZOOLOGICAL BOARD OF DIRECTORS

<u>Address</u>	<u>Name</u>	<u>Principal Business Aff.</u>	<u>BD. Office</u>
781	Firmin L. Alexander 5673 - 133rd St. Court Apple Valley, MN 55124	Sr. High Principal Special Assignment Learning Center Program St. Paul Public Schools	Treasurer
183	Richard Arndt 669 Laura Court Mendota Heights, MN 55118	CPA & partner of Arthur Anderson & Co.	
83	Patricia Davies 3424 Edmund Boulevard Minneapolis, MN 55406	Active member of League of Women Voters; member of Guthrie Board and Citizen's League Board	Vice Chairperson
81	Robert H. Engels 2950 Dean Parkway 2005 Minneapolis, MN 55416	Former Chairman of the Board - Northern States Power Co. (NSP)	
81	Robert Ferguson 855 Cliff Road Eagan, MN 55123	Principal, Diamond Path School (Rosemount School District)	
83	James L. Hetland, Jr. First National Bank of Mpls. 515 Marquette Avenue Minneapolis, MN 55402	Senior Vice President First National Bank of Mpls.; Former Chairman of the Metropolitan Council	Chairman
80	Sandra Stokesbary 4203 Wentworth Ave. So. Minneapolis, MN 55409	Community Volunteer	
81	John E. Tilton 1 Webster Place Hopkins, MN 55343	Former publisher - Sun Newspapers	Secretary
80	Adolf Tobler 915 Edmund St. Paul, MN 55104	Retired; active in union and community affairs; Thomas-Dale/District 7 Planning Council, Inc.	
80	Jerome Wagner 715 Park Anoka, MN 55303	Teacher; Anoka Sr. High	
83	Paul Zollman, DVM 200 First St. Southwest Rochester, MN 55901	Veterinarian - Animal Research Mayo Clinic	
81	James W. Kennedy (Ex-Officio) 848 Allen Avenue West St. Paul, MN 55107	Dakota County Commissioner	

CHAPTER 85A

MINNESOTA ZOOLOGICAL GARDEN

Sec.	
85A.01	Creation; organization.
85A.02	Powers and duties.
85A.03	Director.

Sec.	
85A.04	Zoological garden accounts in the general fund.
85A.05	Minnesota state zoological garden bonds.

85A.01 CREATION; ORGANIZATION. Subdivision 1. The Minnesota zoological garden is hereby established under the supervision and control of the state zoological board which is hereby created. The board shall consist of 11 members appointed by the governor with the advice and consent of the senate. In consultation with the Dakota county board the governor shall appoint as a twelfth member of the zoo board a resident of Dakota county who shall not vote and who may be a member of the county board.

Subd. 1a. The membership terms, compensation, removal of members, and filling of vacancies on the board for all voting members shall be as provided in section 15.0575.

Subd. 2. The board shall annually elect a chairman from among its members and such other officers as it may deem necessary for the performance of its duties. It shall appoint a director to serve at its pleasure who is in the unclassified service of the state and who shall be chosen solely on the basis of his training, experience and other qualifications in the field of zoo management. The director shall act as executive secretary and appoint administrative officers and employees of the board with the approval of the board. With the approval of the board, he shall exercise the powers and duties set forth in section 85A.03.

Subd. 3. The director, officers and employees are included in the meaning of state employee under the provisions of section 352.01, subdivision 2A.

Subd. 4. The board shall meet at such times and places as it may determine.
[1969 c 868 s 1; 1976 c 134 s 19-21; 1977 c 368 s 1]

85A.02 POWERS AND DUTIES. Subdivision 1. The board shall possess the powers and shall be charged with the duties and responsibilities prescribed in this section.

Subd. 2. The board shall acquire, construct, equip, operate and maintain the Minnesota zoological garden at a site in Dakota county legally described in Laws 1975, Chapter 382, Section 12. The zoological garden shall consist of adequate facilities and structures for the collection, habitation, preservation, care, exhibition, examination or study of wild and domestic animals, including, but not limited to mammals, birds, fish, amphibians, reptiles, crustaceans and mollusks. The board may provide such lands, buildings and equipment as it deems necessary for parking, transportation, entertainment, education or instruction of the public in connection with such zoological garden.

Subd. 3. The board may conduct research studies and programs, collect and analyze data and prepare reports, maps, charts and other information relating to the zoological garden or any wild or domestic animals or may contract for any of such services without complying with the requirements of chapter 16.

Subd. 4. The board may appoint an advisory committee consisting of persons who are members of zoological societies or who have shown a background or interest in such societies or zoo management.

Subd. 5. The board may accept and use gifts, grants or contributions from any source or appropriations made by the legislature for the purpose of the establishment and operation of the zoological garden or for the establishment, improvement or operation of facilities related thereto and necessary therefor at the sites of other zoological gardens owned by governmental subdivisions of the state of Minnesota.

Subd. 6. Lands necessary for any of the purposes enumerated in this section may be acquired by eminent domain proceedings under the authority of chapter 117.

Subd. 7. The board may enact regulations governing the efficient protection of the Minnesota zoological garden and the related facilities and the conduct of persons entering therein. Regulations shall become effective in the manner provided by law for

the promulgation of rules and regulations by state departments and agencies. A violation of any regulation promulgated by the board under this section is a misdemeanor.

Subd. 8. [Repealed, 1973 c 207 s 6]

Subd. 9. The board shall comply with all federal laws and any rules or regulations prescribed by any agency of the federal government, relating to the quarantine, transportation, examination, habitation, care, and treatment of wild animals. The department of natural resources may prescribe rules and regulations supplemental to such federal regulations, relating to the transportation, examination, care, and treatment of wild animals native to this state held or proposed to be acquired by the board and may inspect all such wild animals as often and at such times as it shall deem necessary.

Subd. 10. The board shall not be subject to the provisions of chapters 17, 19, 97, 98, 99, 100, and 101, and section 346.21, subdivision 8, relating to purchase, barter, sale, possession, breeding, or transporting wild animals.

Subd. 11. The board shall have all powers necessary or convenient to discharge the duties imposed upon it by law, and to operate the zoological garden in the manner which will best serve the public.

Subd. 12. The board shall report to the department of economic development on or before December 1 of each year on the activities of the board and the operation of the zoological garden. The commissioner of economic development shall evaluate the activities of the board and the operation of the zoological garden and report thereon to the legislature on or before November 15 of each even numbered year.

Subd. 13. The board may acquire by gift, purchase, or condemnation any real estate, not previously acquired and conveyed to the state by the county of Dakota, necessary to complete the zoo site as described in Laws 1975, Chapter 382, Section 12 or to meet United States department of agriculture certification requirements. Funds from the Minnesota zoological garden building account may be expended for the acquisitions.

Subd. 14. The board may sell or exchange animals determined by it to be superfluous to zoo operations, subject to all state and federal regulations.

Subd. 15. The board may provide for promotional and advertising programs which may be developed and implemented either by zoological garden personnel or by contract with outside personnel and which shall be paid for out of funds other than bond revenues.

Subd. 16. The board may acquire by lease-purchase or installment purchase contract, transportation systems, facilities and equipment that it determines will substantially enhance the public's opportunity to view, study or derive information concerning the animals to be located in the zoological garden, and will increase attendance at the garden. The contracts may provide for: (1) the payment of moneys over a twelve year period, or over a longer period not exceeding 25 years if approved by the commissioner of administration; (2) the payment of money from any funds of the board not pledged or appropriated for another purpose; (3) indemnification of the lessor or seller for damage to property or injury to persons due primarily to the actions of the board or its employees; (4) the transfer of title to the property to the board upon execution of the contract or upon payment of specified amounts; (5) the reservation to the lessor or seller of a security interest in the property; and (6) any other terms that the board determines to be commercially reasonable. Property so acquired by the board, and its purchase or use by the board, or by any non-profit corporation having a concession from the board requiring its purchase, shall not be subject to taxation by the state or its political subdivisions. Each contract shall be subject to the provisions of chapter 16, relating to competitive bidding, provided that the board is not required to readvertise for competitive proposals for any transportation system, facilities and equipment heretofore selected from competitive proposals taken pursuant to section 85A.03, subdivisions 4 and 4a.

[1969 c 868 s 2; 1969 c 1129 art 10 s 2; 1973 c 207 s 1,4; 1974 c 406 s 60; 1975 c 382 s 2,3; 1977 c 455 s 78]

85A.03 DIRECTOR. Subdivision 1. Subject to the other provisions of sections 85A.01 to 85A.04 the director shall have the powers and duties prescribed in this section.

Subd. 2. Subject to the approval of the board the director shall organize the Minnesota zoological garden and provide for such officers, agents and employees necessary for the operation thereof. Four such positions may be provided in the unclassified service of the state and be chosen solely on the basis of training, experience and other qualifications in the field of zoo management. All other such persons employed shall be in the classified service of the state civil service with the same rights and privileges as other state officers and employees.

Subd. 3. As the executive secretary and principal administrative officer of the board and subject to its approval, the director shall operate the Minnesota zoological garden and enforce all regulations and policy decisions of the board in regard thereto. He shall perform such other duties as may be directed by the board.

Subd. 4. As directed by the board, the director may:

(a) Establish a schedule of charges for admission to or the use of the Minnesota zoological garden or any related facility.

(b) Provide for the purchase, reproduction, and sale of gifts, souvenirs, publications, informational materials, food and beverages, and grant concessions for the sale of such items. Revenues received from the sale of gifts, souvenirs, publications, informational materials, food and beverages shall be deposited to the credit of the Minnesota zoological garden general account. The purchase of materials and commodities for resale and the granting of any concessions relative to food, beverages, and transit shall not be subject to the competitive bidding procedures of sections 16.06, 16.07, and 16.28 but shall remain subject to all other provisions of chapter 16. In other areas of concessions the commissioner of administration may determine that it is not feasible and not in the public interest to award a contract for the operation of such concession to the highest responsible bidder.

Subd. 4a. In the purchasing of such materials and commodities and the granting of such concessions, a contract for such purchases or concessions shall be made either upon sealed bids or by direct negotiation, by obtaining two or more quotations for the service when possible. At least 30 days before awarding a directly negotiated contract, the zoological board shall, by written published notice, request quotations for the service or materials for resale to be provided. All quotations obtained shall be kept on file for a period of at least one year after receipt thereof. If a contract is made upon sealed bids, the procedure for advertising and awarding bids shall conform to the provisions of chapter 16.

Subd. 5. In order to encourage and permit the use of and access to the Minnesota zoological garden, the board shall establish an admissions policy providing for free admission to the Minnesota zoological garden for all visitors on certain days distributed throughout each year.

[1969 c 868 s 3; 1973 c 207 s 5; 1974 c 348 s 1; 1974 c 543 s 1,2; 1975 c 382 s 4,5]

85A.04 ZOOLOGICAL GARDEN ACCOUNTS IN THE GENERAL FUND. Subdivision 1. **Minnesota zoological garden general account.** A Minnesota zoological garden general account is created in the general fund. All receipts from the operation of the Minnesota zoological garden shall be deposited to the credit of such account. Money in this account may be expended as appropriated biennially for operation, capital improvements, and equipment of the Minnesota zoological garden, including lease rentals and for acquisition of wild and domestic animals therefor and for payment of the principal of and interest on Minnesota state zoological garden bonds.

Subd. 1a. **Minnesota zoological garden operating receipts investment account.** A Minnesota zoological garden operating receipts investment account is created. As determined by the board, funds credited to the Minnesota zoological garden general account over and above those currently needed may be transferred to the operating receipts investment account to be invested by the state board of investment, pursuant to section 11.28, and are appropriated annually for the investment. When it appears to the board that funds so transferred are needed for current purposes, the board shall so certify to the state board of investment, and the funds will be transferred back into the zoological garden general account.

Subd. 1b. **Transfer of excess funds to Minnesota zoological garden bond account.** After the completion of the Minnesota zoological garden and related facilities, the balance, if any, on hand on November 1 in each year, in both the Minnesota zoological garden general account and operating receipts investment account in excess of the

amount determined by the board to be needed for the maintenance of adequate working capital and for compliance with the terms of any gifts of money then in the account, shall be transferred to the state zoological garden bond account in the state bond fund, to the extent that the transfer is necessary to meet the requirements of section 85A.05, subdivision 4. The portion of the funds to be retained in the zoological garden accounts in the general fund and determined by the board not to be needed for current purposes may remain invested in the operating receipts investment account.

Subd. 2. **Minnesota zoological garden building account.** A Minnesota zoological garden building account is also created in the general fund, for the purpose of providing money to the state zoological board for the acquisition and betterment of public land, buildings, and improvements of a capital nature needed for the Minnesota zoological garden; including but not limited to interest to accrue during the period of the construction thereof on money borrowed by the state for such construction. On November 1 in each year prior to the completion of the Minnesota zoological garden and related facilities the balance, if any, on hand in this account in excess of the amount determined by the board to be needed for the payment of claims then due and payable, encumbrances, and projected expenditures for necessary expenses of such completion shall be transferred to the state zoological garden bond account in the state bond fund, to the amount required for compliance with section 85A.05, subdivision 4. Proceeds of state bonds and income from investment of that money credited to this fund are appropriated for land acquisition, animal acquisition, construction, and other permanent improvement and shall be available until the purposes for which the appropriation was made have been accomplished or abandoned, and none of such money shall be canceled. Income from investment of such money shall be credited to this account in each fiscal year. When the purpose of any such appropriation has been accomplished or abandoned, the state zoological board shall so certify to the commissioner of finance. Thereupon the unexpended balance of such appropriation, unless transferred under authority of the appropriation act to another purpose therein designated, shall be transferred and credited to the state bond fund. Amounts so transferred and credited are appropriated for the purpose of reducing the amount of tax otherwise required to be levied for the state bond fund by Article 11, Section 7, of the Constitution, or for reimbursing the bond fund for amounts previously transferred to the state zoological garden bond account so as to eliminate any prior deficiency covered by the state bond fund, the general fund in the state treasury, or through a tax levy.

[1969 c 868 s 4; 1973 c 207 s 2; 1973 c 492 s 14; 1975 c 382 s 6-9; 1976 c 2 s 172; 1977 c 455 s 79]

85A.05 MINNESOTA STATE ZOOLOGICAL GARDEN BONDS. Subdivision 1.

Purpose and appropriation. For the purpose of providing money appropriated to the state zoological board from the Minnesota zoological garden building account for the acquisition and betterment of public land, buildings, and improvements of a capital nature, when authorized by law and requested by the board, the commissioner of finance shall sell and issue bonds of the state of Minnesota for the prompt and full payment of which, with interest thereon, the full faith, credit, and taxing powers of the state are irrevocably pledged. The proceeds of such bonds shall be credited to the building account, except that accrued interest and any premium received on sale of the bonds shall be credited to the state bond fund account referred to in subdivision 4, together with any additional sum directed to be so credited by any law authorizing an issue of such bonds. Bonds shall be issued pursuant to this section only as authorized by subdivision 6 or by another law in accordance with the provisions of the Constitution, Article 11, Section 7. Any law authorizing the issuance of bonds in the manner provided in this section shall, together with this section, constitute complete authority for such issue, and such bonds shall not be subject to restrictions or limitations contained in any other law.

Subd. 2. **Issuance of bonds.** Upon request by resolution of the state zoological board and upon authorization as provided in subdivision 1 the commissioner of finance shall sell and issue Minnesota zoological garden bonds in the aggregate amount requested, upon sealed bids and upon such notice, at such price, in such form and denominations, bearing interest at such rate or rates, maturing in such amounts and on such dates, without option of prepayment or subject to prepayment upon such notice and at such times and prices, payable at such bank or banks within or outside the state, with such provisions for registration, conversion, and exchange and for the issuance of notes in anticipation of the sale or delivery of definitive bonds, and in accor-

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dance with such further regulations, as the commissioner of finance shall determine, subject to the approval of the attorney general, but not subject to the provisions of sections 15.0411 to 15.0422. The bonds shall be executed by the commissioner of finance and attested by the state treasurer under their official seals. The signatures of the officers on the bonds and any appurtenant interest coupons and their seals may be printed, lithographed, engraved, or stamped thereon, except that each bond shall be authenticated by the manual signature on its face of one of the officers or of an officer of a bank designated by them as authenticating agent. The commissioner of finance shall ascertain and certify to the purchasers of the bonds the performance and existence of all acts, conditions, and things necessary to make them valid and binding general obligations of the state of Minnesota, subject to the approval of the attorney general.

Subd. 3. Expenses. All expenses incidental to the sale, execution, delivery and other expenses of bonds pursuant to this section, including but not limited to actual and necessary travel and subsistence expenses of state officers and employees for such purposes, shall be paid from the Minnesota zoological garden building account in the general fund, and the amounts necessary therefor are appropriated from that account; provided that if any amount is specifically appropriated for this purpose in an act authorizing the issuance of bonds pursuant to this section, such expenses shall be limited to the amount so appropriated.

Subd. 4. Minnesota state zoological garden bond account in the state bond fund. The commissioner of finance shall maintain in the state bond fund a separate book-keeping account which shall be designated as the state zoological garden bond account, to record receipts and disbursements of money transferred to the fund to pay Minnesota zoological garden bonds and income from the investment of such money, which income shall be credited to the account in each fiscal year. The amounts directed by section 85A.04, subdivisions 1b and 2 to be transferred annually to this bond account are appropriated thereto, and the legislature may also appropriate to the bond account any other money in the state treasury not otherwise appropriated. On November 1 of each year there shall be transferred to the bond account all of the money then available under any such appropriation or such lesser sum as will be sufficient, with all money previously transferred to the account and all income from the investment of such money, to pay all principal and interest then and theretofore due and all principal and interest to become due to and including July 1 in the second ensuing year on Minnesota zoological garden bonds. All money so transferred and all income from the investment thereof shall be available for the payment of such bonds and interest thereon, and so much thereof as may be necessary is appropriated for such payments. The state auditor and treasurer are directed to make the appropriate entries in the accounts of the respective funds.

Subd. 5. Tax levy. On or before December 1 in each year the state auditor shall levy on all taxable property within the state whatever tax may be necessary to produce an amount sufficient, with all money then and theretofore credited to the Minnesota zoological garden bond account, to pay the entire amount of principal and interest then and theretofore due and principal and interest to become due on or before July 1 in the second year thereafter on Minnesota zoological garden bonds. This tax shall be levied upon all real property used for the purposes of a homestead, as well as other taxable property, notwithstanding the provisions of section 273.13, subdivisions 6 and 7, and shall be subject to no limitation of rate or amount until all such bonds and interest thereon are fully paid. The proceeds of this tax are appropriated and shall be credited to the state bond fund, and the principal of and interest on the bonds are payable from such proceeds, and the whole thereof, or so much as may be necessary, is appropriated for such payments. If at any time there is insufficient money from the proceeds of such taxes to pay the principal and interest when due on Minnesota zoological garden bonds, such principal and interest shall be paid out of the general fund in the state treasury, and the amount necessary therefor is hereby appropriated, with such sums from tax levies and the general fund subject to future reimbursement to the bond fund by the Minnesota zoological garden bond account as indicated in section 85A.04, subdivision 2.

Subd. 6. Bond authorization and appropriations. For the purpose of providing money for the acquisition and betterment of public land, buildings, and improvements of a capital nature needed for the Minnesota zoological garden in accordance with the comprehensive plan of the state zoological board adopted in accordance with section 85A.02, subdivision 2, the commissioner of finance is directed to sell and issue Minne-

sota zoological garden bonds in the amount of \$23,025,000 in the manner and upon the conditions provided in subdivisions 1 to 5. The commissioner of finance may sell or issue an additional \$2,350,000 of bonds, but no part thereof shall be expended unless equally matched by other than state appropriations. Any gifts, grants, or contributions accepted pursuant to section 85A.02, subdivision 5, other than contribution of lands by governmental entities, for the establishment or operation of the Minnesota zoological garden, whether in cash or in kind, shall be considered as matching funds. Non-cash items shall be tangible real or personal property and shall be attributed as matching funds according to their fair market value at the time of receipt. The bonds may include a sum representing interest to accrue on the bonds from and after its date of issue through the anticipated period of construction and development of the zoological garden, which sum is needed for the payment and security of the interest payments during that period, but in no event shall the bonds exceed the maximum amount stated above. The bonds shall be sold, issued, and secured as provided in subdivisions 1 to 5 and in Article 11, Section 7, of the Constitution, except that none of the bonds of any series issued pursuant to this authorization shall mature earlier than one year after the date of completion of the Minnesota zoological garden and related facilities as estimated by the state zoological board at the time of the issuance of such series. The proceeds of the bonds, except premium and accrued interest, are appropriated to the Minnesota zoological garden building account in the general fund, for expenditure by the state zoological board for the purpose for which the bonds are authorized in accordance with the provisions of section 85A.04, subdivision 2. In order to reduce the amount of taxes otherwise required by the Constitution to be levied for the payment of interest and principal on the bonds, there is also appropriated annually to the Minnesota state zoological bond account in the state bond fund from the general fund a sum of money sufficient in amount, when added to the balance on hand on November 1 in each year in the bond account, to pay all principal and interest due and to become due on the bonds to and including July 1 in the second ensuing year. The money received and on hand pursuant to this annual appropriation is available in the state bond fund prior to the levy of the tax in any year required by the Constitution and by subdivision 5 and shall be used to reduce the amount of the tax otherwise required to be levied.

[1973 c 207 s 3; 1973 c 492 s 14; 1975 c 382 s 10,11; 1976 c 2 s 172]

MINNESOTA ZOOLOGICAL GARDEN 85A.05

85A.05 Minnesota state zoological garden bonds.

[For text of subs 1 and 2, see M.S.1978]

Subd. 3. **Expenses.** All expenses incidental to the sale, execution, delivery and other expenses of bonds pursuant to this section, including but not limited to actual and necessary travel and subsistence expenses of state officers and employees for such purposes, shall be paid from the Minnesota zoological garden building account, and the amounts necessary therefor are appropriated from that account; provided that if any amount is specifically appropriated for this purpose in an act authorizing the issuance of bonds pursuant to this section, such expenses shall be limited to the amount so appropriated.

Subd. 4. **Minnesota state zoological garden bond account in the state bond fund.** The commissioner of finance shall maintain in the state bond fund a separate bookkeeping account which shall be designated as the state zoological garden bond account, to record receipts and disbursements of money transferred to the fund to pay Minnesota zoological garden bonds and income from the investment of such money, which income shall be credited to the account in each fiscal year. The amounts directed by section 85A.04, subdivision 2 to be transferred annually to this bond account are appropriated thereto, and the legislature may also appropriate to the bond account any other money in the state treasury not otherwise appropriated. On November 1 of each year there shall be transferred to the bond account all of the money then available under any such appropriation or such lesser sum as will be sufficient, with all money previously transferred to the account and all income from the investment of such money, to pay all principal and interest then and theretofore due and all principal and interest to become due to and including July 1 in the second ensuing year on Minnesota zoological garden bonds. All money so transferred and all income from the investment thereof shall be available for the payment of such bonds and interest thereon, and so much thereof as may be necessary is appropriated for such payments. The state auditor and treasurer are directed to make the appropriate entries in the accounts of the respective funds.

[For text of subd 5, see M.S.1978]

Subd. 6. **Bond authorization and appropriations.** For the purpose of providing money for the acquisition and betterment of public land, buildings, and improvements of a capital nature needed for the Minnesota zoological garden in accordance with the comprehensive plan of the state zoological board adopted in accordance with section 85A.02, subdivision 2, the commissioner of finance is directed to sell and issue Minnesota zoological garden bonds in the amount of \$23,025,000 in the manner and upon the conditions provided in subdivisions 1 to 5. The commissioner of finance may sell or issue an additional \$2,350,000 of bonds, but no part thereof shall be expended unless equally matched by other than state appropriations. Any gifts, grants, or contributions accepted pursuant to section 85A.02, subdivision 5, other than contribution of lands by governmental entities, for the establishment or operation of the Minnesota zoological garden, whether in cash or in kind, shall be considered as matching funds. Non-cash items shall be tangible real or personal property and shall be attributed as matching funds according to their fair market value at the time of receipt. The bonds may include a sum representing interest to accrue on the bonds from and after its date of issue through the anticipated period of construction and development of the zoological garden, which sum is needed for the payment and security of the interest payments during that period, but in no event shall the bonds exceed the maximum amount stated above. The bonds shall be sold, issued, and secured as provided in subdivisions 1 to 5 and in Article 11, Section 7, of the Constitution, except that none of the bonds of any series issued pursuant to this authorization shall mature earlier than one year after the date of completion of the Minnesota zoological garden and related facilities as estimated by the state zoological board at the time of the issuance of such series. The proceeds of the bonds, except premium and accrued interest, are appropriated to the Minnesota zoological garden building account for expenditure by the state zoological board for the purpose for which the bonds are authorized in accordance with the provisions of section 85A.04, subdivision 2. In order to reduce the amount of taxes otherwise required by the Constitution

85A.05 MINNESOTA ZOOLOGICAL GARDEN

to be levied for the payment of interest and principal on the bonds, there is also appropriated annually to the Minnesota state zoological bond account in the state bond fund from the general fund a sum of money sufficient in amount, when added to the balance on hand on November 1 in each year in the bond account, to pay all principal and interest due and to become due on the bonds to and including July 1 in the second ensuing year. The money received and on hand pursuant to this annual appropriation is available in the state bond fund prior to the levy of the tax in any year required by the Constitution and by subdivision 5 and shall be used to reduce the amount of the tax otherwise required to be levied.

[1979 c 333 s 80-82]

CHAPTER 86. NATURAL RESOURCES

Sec.
86.72 Natural resources federal reimbursement
account.

86.72 Natural resources federal reimbursement account.

Subdivision 1. Except as otherwise specifically provided, federal reimbursements and match money received for the purposes described in this chapter, regardless of the source of state match, credit or value used to earn the reimbursement or match, other than the federal match for state money appropriated to the local recreation and natural areas grant-in-aid account, shall in the first instance be credited to a federal receipt account by the state agency receiving the reimbursement or match. Any state department or agency, including the Minnesota historical society and the University of Minnesota, that receives reimbursements or matching moneys as described above shall transfer those amounts to the natural resources federal reimbursement account.

Subd. 2. Money appropriated from the account shall be expended for state land acquisition and development that is part of a natural resources acceleration activity, when the acquisition and development is deemed to be of an emergency or critical nature. In addition this money is available for studies initiated by the legislative commission on Minnesota resources that are found to be proper in order for the commission to carry out its legislative charge.

Subd. 3. Requests for allocation from the account for acquisition or development shall be accompanied by a certificate signed jointly by the director of the state planning agency and commissioner of natural resources, showing a review of the application against chapter 86A. Copies of the certification shall be submitted to the appropriate legislative committees and commissions. Appropriations from the account shall be expended with the approval of the governor after consultation with the legislative advisory commission. The legislative commission on Minnesota resources shall make recommendations to the legislative advisory commission regarding the expenditures.

Subd. 4. Any land and water conservation fund moneys received over and above the normal state apportionment from that fund are appropriated for the purposes of the reimbursement account. This appropriation is in addition to any amounts appropriated from the account as direct appropriations.

[1979 c 333 s 83]

CHAPTER 89. STATE FORESTS; TREE PLANTING

Sec.
89.022 Disposal of tillable land in Memorial
Hardwood Forest.

89.022 Disposal of tillable land in Memorial Hardwood Forest.

Subdivision 1. If any parcel acquired for the Memorial Hardwood Forest after July 1, 1977 contains more than ten contiguous acres of tillable land adjacent to other tillable land or to a maintained public road or a farm homestead consisting of a residence and farm buildings abutting a maintained public road, the commissioner of natural resources shall either exchange the land for other land suitable for forest purposes or

85A.03 MINNESOTA ZOOLOGICAL GARDEN

85A.03 Director.

[For text of subds 1 to 3, see M.S.1978]

Subd. 4. As directed by the board, the director may:

(a) Establish a schedule of charges for admission to or the use of the Minnesota zoological garden or any related facility.

(b) Provide for the purchase, reproduction, and sale of gifts, souvenirs, publications, informational materials, food and beverages, and grant concessions for the sale of such items. Revenues received from the sale of gifts, souvenirs, publications, informational materials, food and beverages shall be deposited to the credit of the general fund. The purchase of materials and commodities for resale and the granting of any concessions relative to food, beverages, and transit shall not be subject to the competitive bidding procedures of sections 16.06, 16.07, and 16.28 but shall remain subject to all other provisions of chapter 16. In other areas of concessions the commissioner of administration may determine that it is not feasible and not in the public interest to award a contract for the operation of such concession to the highest responsible bidder.

[For text of subd 4a, see M.S.1978]

Subd. 5. In order to encourage and permit the use of and access to the Minnesota zoological garden, the board shall establish an admissions policy providing for free admission to the Minnesota zoological garden for all visitors on certain days.

[1979 c 333 s 76,77]

85A.04 Zoological garden accounts operating receipts.

Subdivision 1. All receipts from the operation of the Minnesota zoological garden shall be deposited to the credit of the general fund.

Subd. 1a. [Repealed, 1979 c 333 s 108]

Subd. 1b. [Repealed, 1979 c 333 s 108]

Subd. 2. **Minnesota zoological garden building account.** A Minnesota zoological garden building account is created in the state building fund, for the purpose of providing money to the state zoological board for the acquisition and betterment of public land, buildings, and improvements of a capital nature needed for the Minnesota zoological garden; including but not limited to interest to accrue during the period of the construction thereof on money borrowed by the state for such construction. On November 1 in each year prior to the completion of the Minnesota zoological garden and related facilities the balance, if any, on hand in this account in excess of the amount determined by the board to be needed for the payment of claims then due and payable, encumbrances, and projected expenditures for necessary expenses of such completion shall be transferred to the state zoological garden bond account in the state bond fund, to the amount required for compliance with section 85A.05, subdivision 4. Proceeds of state bonds and income from investment of that money credited to this fund are appropriated for land acquisition, animal acquisition, construction, and other permanent improvement and shall be available until the purposes for which the appropriation was made have been accomplished or abandoned, and none of such money shall be canceled. Income from investment of such money shall be credited to this account in each fiscal year. When the purpose of any such appropriation has been accomplished or abandoned, the state zoological board shall so certify to the commissioner of finance. Thereupon the unexpended balance of such appropriation, unless transferred under authority of the appropriation act to another purpose therein designated, shall be transferred and credited to the state bond fund. Amounts so transferred and credited are appropriated for the purpose of reducing the amount of tax otherwise required to be levied for the state bond fund by Article 11, Section 7, of the Constitution, or for reimbursing the bond fund for amounts previously transferred to the state zoological garden bond account so as to eliminate any prior deficiency covered by the state bond fund, the general fund in the state treasury, or through a tax levy.

[1979 c 333 s 78,79]

MINNESOTA ZOOLOGICAL GARDEN 85A.02

CHAPTER 84B. VOYAGEURS NATIONAL PARK

Sec.
84B.11 Citizen's committee on Voyageurs National
Park.

84B.11 Citizen's committee on Voyageurs National Park.

[For text of subd 1, see M.S.1978]

Subd. 2. The committee shall conduct meetings and research into all matters related to the establishment and operation of Voyageurs National Park, and shall make such recommendations to the United States National Park Service and other federal and state agencies concerned, regarding operation of the park as the committee deems advisable. A copy of each recommendation shall be filed with the legislative reference library. The committee shall not apply for and accept money from public or private sources other than the legislature, except that the committee may apply for and receive up to \$25,000 per biennium in money from private sources. Subject to the availability of legislative appropriation or other funding therefor, the committee may employ staff and may contract for consulting services relating to matters within its authority.

[For text of subd 3, see M.S.1978]

[1979 c 337 s 12]

CHAPTER 85. DIVISION OF PARKS AND RECREATION

Sec.
85.012 State parks.

85.012 State parks.

[For text of subds 1 to 2, see M.S.1978]

Subd. 3. [Repealed, 1979 c 301 s 10 subd 6]

[For text of subds 4 to 55, see M.S.1978]

Subd. 55a. Tettegouche state park, Lake county.

[1945 c 256 s 1; 1969 c 524 s 2; 1969 c 879 s 1 subd 2; 1979 c 301 s 10]

[For text of subds 56 to 60, see M.S.1978]

CHAPTER 85A. MINNESOTA ZOOLOGICAL GARDEN

Sec.
85A.02 Powers and duties.
85A.03 Director.
85A.04 Zoological garden accounts operating re-
ceipts.

Sec.
85A.05 Minnesota state zoological garden bonds.

85A.02 Powers and duties.

[For text of subds 1 to 11, see M.S.1978]

Subd. 12. The board shall report to the legislature by January 1 of each year on the activities of the board and the operation of the zoological garden.

[For text of subds 13 to 16, see M.S.1978]

[1979 c 333 s 75]

Edward Kohn
General Director
Minnesota Zoological Garden

Date of Birth: February 16, 1930

Military Service: U.S. Marine Corps, 1951-1953

Health: Excellent

Marital Status: Married with two teenage daughters

Interests: Wilderness camping and backpacking, wilderness canoeing, community service and organized scouting.

Professional Memberships: Professional fellow of the AAZPA, general member of various conservation and wildlife organizations.

Education: University of Wisconsin - 1955
Major - social psychology

Knapp graduate fellowship in anthropology, University of Wisconsin

Harvard Fellow in anthropology, Cambridge, Massachusetts
(studied culture and personality and social ecology)

January 2, 1979 - Present

General Director, Minnesota Zoological Garden

May 1973 - December 1978

Deputy Director, National Zoological Park, Smithsonian Institution, Washington, D.C.

July 1971 - April 1973

Assistant to the Under Secretary, Smithsonian Institution, Washington, D. C.

November 1968 - June 1971

Deputy Director, Smithsonian Tropical Research Institute, Canal Zone (and Republic of Panama)

April 1966 - November 1968

Director, Office of Programming and Budget, Smithsonian Institution, Washington, D. C.

December 1963 - April 1966

Executive Officer, Smithsonian Science Information Exchange,
Washington, D. C.

July 1962 - December 1963

Special Projects Administrator, Smithsonian Astrophysical
Observatory, Cambridge, Massachusetts

July 1961 - July 1962

Personnel Officer, Smithsonian Astrophysical Observatory,
Cambridge, Massachusetts

April 1960 - July 1961

Moonwatch Coordinator, Smithsonian Astrophysical Observatory,
Cambridge, Massachusetts

August 1959 - March 1960

Computer Assistant, Smithsonian Astrophysical Observatory,
Cambridge, Massachusetts

1957 - 1959

Caseworker, Harvard School of Public Health

pn

3/23/79

Addendum VII

Volunteer Program. 2½ staff (1 full-time permanent, 1 full-time supplemental state funded and 1 part-time supplemental state funded) Coordinator of Volunteer Activities; 1½ clerical support.

PROGRAM HIGHLIGHTS

- * 350 volunteers completed 30 hours training program (10% received college credit from the University of Minnesota).
- * 40,000+ hours donated in the first year of operation.
- * reaching zoo visitors in a variety of presentation modes
 - demonstrations using live animals (3,126.75 hours)
 - small group tours four times daily (687.25)
 - supervision in "Zoo Lab", a hands-on mini zoo experience (50.0)
 - instruction with school groups using special zoo curricula (2,171.75)
 - station guides located throughout the zoo to assist visitors (17,527.25)
 - information booths staffed daily distributing zoo maps, as well as general information about services in the Minneapolis/St. Paul metro area (1,025.50)
 - daily care of the animals in the Education Services collection (722.75)
 - assistance with Outreach programs (Zoomobile, Speaker's Bureau, radio and TV spots) (269.0)
 - publication of monthly newsletter for volunteers (180.0)
 - clerical support to veterinary office (60.0)
 - provide clerical support to animal curator's office (137.0)
 - support to animal division's native bird projects (supervision of 95 blue bird boxes, 54 wood duck nests, 3 times each week) (30.0)
 - assist group sales with special projects (85.0)
 - assist gift shop personnel on special request (43.0)
 - assist marketing department with special events (47.5)
 - provide observers to collect data on animal behavior (beaver exhibit watch) (90.25)
 - provide clerical support to Zoo library (85.75)
 - provide evening seminars to extend volunteer backgrounds and experiences (159.0)
 - assist with fund raising projects (Zoo Walk '78 - 1,489.50)
 - provide services by means of an executive board to assist with policy decisions for the volunteer program (127.0)

Addendum VIII

The animal management records system will be fully implemented with the hiring of a full time person responsible for records management in mid-1980.

Currently ISIS, diet-cage log, behavior, exhibit evaluation, and artificial incubation and brooding data are being recorded by a part-time clerical person and the curators.

Animal Health records are being maintained by a medical records clerk.

The records program will include a mini-computer, which is already on site. Records will provide comprehensive life histories of individuals including: diets-both current and past; housing conditions - cage mates; physiological telemetry data for all transmitterized specimens; behavior notations; breeding - pedigree; offspring; inbreeding coefficient; and ISIS data. The computer will aid in statistical analysis of the information, as well as storage and retrieval. Duplicate hard copy produced by the computer will be maintained as a backup to the computer stored resources.

Addendum IX

The identification system utilizes the specimens zoo accession number, which is also the institutions ISIS specimen number in reference to all permanent records.

Permanent markings (tattoos) of most specimens is employed, while others are recognized by relative size, leg bands, or photographs. Most mammal species are tattooed on the inner thigh area. Facial spot pattern tattoos are utilized with the Japanese Macaques. Ear tags or photographs are used for appropriate species. Toe clipping of small rodents is also used. Most avian species are leg banded or individually recognized where pairs of sexually dimorphic specimens are concerned. Amphibians, fish, and invertebrates are generally not permanently marked, and accession numbers are assigned to groups rather than individuals. Reptiles are generally not permanently marked; however, descriptions of size (length and/or weight) are included in each specimens record.

Addendum X

The institution has recently received AAZPA approval and recommendations to the IUCN that John Lewis act as the keeper of the International Studbook of the Clouded Leopards.

Brad House has been named as chairman of a special task force to develop a long term captive breeding strategy for the preservation of the Przewalski horse by the Captive Breeding Group of the Survival Service Commission of the IUCN.

ISIS, since its inception, has been housed at the MZG.

The MZG has developed exhibits and off exhibit animal management support areas devoted to six species of endangered animals.

Malayan tapir
Siberian tiger
Clouded leopard
Nilgiri tahr
Bactrian camel
Przewalski horse

The captive management, especially of endangered species, carefully considers long term genetic strategies.

Approximately 100 wood duck and 100 bluebird nest boxes have been placed in suitable areas on site and have benefitted many other species as well.

Preservation in its natural state of zoo areas not actively used for display or public areas also encourages normal populations of native fauna and flora. A four acre tall grass prairie and a one acre short grass prairie are also in the early years of re-establishment.

The Minnesota Department of Natural Resources is in planning stages of reintroduction of woodland caribou into the state, and the MZG will become the source of one of two proposed nursery herds for release animals.

Addendum XI

American Association for the Advancement of Science
American Association for Laboratory Animal Science
American Association of Zoo Keepers
American Association of Zoological Parks and Aquariums
American Association of Zoo Veterinarians
American Federation of Aviculture
American Ornithologists Union
American Pheasant and Waterfowl Society
American Society of Mammalogists
American Society of Zoologists
Exotic Wildlife Association
International Crane Foundation
Minnesota Pheasant and Waterfowl Society
National Association of Biology Teachers
National Audubon Society
National Geographic Society
National Science Teachers Association
National Wildlife Association
The Wildlife Disease Association
Wildlife Society
Wilson Ornithological Society
World Pheasant Association

Addendum X

The MZG participates in wildlife conservation efforts in the following ways:

The institution has recently received AAZPA approval and recommendations to the IUCN that John Lewis act as the keeper of the International Studbook of the Clouded Leopards.

Brad House has been named as chairman of a special task force to develop a long term captive breeding strategy for the preservation of the Przewalski horse by the Captive Breeding Group of the Survival Service Commission of the IUCN.

ISIS, since its inception, has been housed at the MZG.

The MZG has developed exhibits and off exhibit animal management support areas, especially for several CITES, and IUCN Red Data Book listed species.

- White-cheeked gibbon
- Malayan tapir
- Clouded leopard
- Nilgiri tahr
- Przewalski horse
- False gavia
- Siberian tiger

The captive management, especially of endangered species, carefully considers long term genetic strategies.

MZG animal management provides for breeding of most species exhibited, and surplus specimens will be available for other zoological institutions.

Approximately 100 wood duck and 100 bluebird nest boxes have been placed in suitable areas on site and have benefitted many other species as well.

Preservation in its natural state of zoo areas not actively used for display or public areas also encourages normal populations of native fauna and flora. A four acre tall grass prairie and a one acre short grass prairie are also in the early years of re-establishment.

The Minnesota Department of Natural Resources is in planning stages of reintroduction of woodland caribou into the state, and the MZG will become the source of one of two proposed nursery herds for release animals.

The Hennepin County Park District and the MZG are engaged in a trumpeter swan breeding and release program, which over the upcoming years will result in many young swans to be free flying.

The institutions educational programs and exhibits enlighten the general visitor with better insights into conservation efforts.

Addendum XII

PROGRAM HIGHLIGHTS

- * reaching 75,000 students this F.Y. in general field trip program.
- * reaching 35,000 students this F.Y. in guided learning excursion program.
- * providing more than 500,000 student/hours of pre- and post- visit educational activities.
- * reaching 50,000 this F.Y. in off-site scheduled presentations: Zoomobile units, reaching at least 14,000 people; Speaker's Bureau presentations, reaching at least 36,000 people.
- * reaching students in 80% of Minnesota counties, combined on-site and off-site scheduled programs.
- * reaching one-third of the Zoo's visitors with animal demonstrations and free public tours.
- * reaching 25,000 Minnesota residents through bi-monthly newsletter.
- * reaching more than 1,000 teachers with in-service training programs.
- * conducting specialized college accredited classes for 75 teachers.
- * conducting courses for students and adults, reaching 100 people.
- * reaching more than 500 society members through special lectures held one day each month.
- * preparing two dozen curriculum packages for various grade levels, dealing with biological sciences, foreign language students, and metric conversion.
- * reaching 36,000 families with Zoo Album (educational guidebook).

PROGRAM ACTIVITIES

- * Monorail narration
- * Curriculum material development
- * Teacher in-service
- * On- and off-site programs for students
- * Zoomobile and Speaker's Bureau
- * Zoo Lab activities
- * Zoo Newsletter and other publications
- * Public tours and demonstrations
- * On- and off-site scheduling, record keeping
- * Intern program
- * Group on-site orientation
- * College accredited workshops for teachers
- * Special one week-eight week classes for students
- * Monthly lecture series

Addendum XIII

The institution is involved in research at several levels both with staff and outside investigators.

The main subject areas are:

- a. Animal Health - telemetry - physiological norms - providing specimen tissue, sera, etc. for outside research projects;
- b. Animal Management - exhibit evaluation - behavior projects with outside researchers - comprehensive record keeping to be computerized for analysis of many subjects - behavioral engineering - artificial insemination with outside researchers; and
- c. Education Programs - curriculum development and evaluation.

original form delivered to Bob Wagner 6-19-80

cc FYI BR, BH, SI, PB, RW, sq

APPLICANT INSTITUTION MINNESOTA ZOOLOGICAL GARDEN

American Association of Zoological Parks and Aquariums

ACCREDITATION

The Accreditation Commission has selected the following members to form a Visiting Committee for your institution. Please indicate your approval or disapproval below. The Commission suggests that your Visiting Committee consist of at least three members.

Suggested priority sequence:

	<u>APPROVED</u>	<u>DISAPPROVED</u>	<u>MEMBER</u>
2.	<input checked="" type="checkbox"/>	_____	Gil Boese, Ph.D.
4.	<input checked="" type="checkbox"/> *	_____	Charles Hoessle
1.	<input checked="" type="checkbox"/>	_____	Clayton Freiheit
3.	<input checked="" type="checkbox"/> *	_____	Dennis Meritt, Jr.
5.	_____ *	_____	David Zucconi

Form completed by:

David Kohn General Director
(Signature) (Title)

Date:

18 June 1980

* We do not disapprove of these good people. If any of the first three should be unavailable we would be delighted to welcome either of the two.



American Association of Zoological Parks and Aquariums

EXECUTIVE OFFICE AT OGLEBAY PARK, WHEELING, WV 26003 (304) 242-2160

CONFIDENTIAL

23 January 1980

OFFICERS

President
DON D. FARST, D.V.M.
Director
Gladys Porter Zoo

President-Elect
PAUL S. CHAFFEE, D.V.M.
Director
Roeding Park Zoo

Vice-President
LOUIS R. DISABATO
Director
San Antonio Zoological
Gardens and Aquarium

Immediate Past President
EDWARD J. MARUSKA
Director
Cincinnati Zoo

Executive Director
ROBERT O. WAGNER
Oglebay Park
Wheeling, WV 26003

DIRECTORS

ROLAND LINDEMANN
President
Catskill Game Farm, Inc.

PETER KARSTEN
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Calgary Zoo

GEORGE B. RABB, PH.D.
Director
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Living Desert Reserve

CHARLES L. BIELER
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DAVID G. ZUCCONI
Superintendent
Tulsa Zoological Park

LOUIS E. GARIBALDI
Curator
New England Aquarium

ELVIE TURNER, JR.
Director
Fort Worth Zoological Park

Mr. Ed Kohn, General Director
Minnesota Zoological Garden
12101 Johnny Cake Ridge Road
Apple Valley, MN 55124

Dear Ed:

This will acknowledge receipt of the application for Accreditation of the Minnesota Zoological Garden, along with the required \$50 fee.

Upon receipt of the original and first copy of the questionnaire, along with the required \$75 fee, the questionnaire and attachments will be forwarded to the Accreditation Commission for their initial review.

If we can be of any assistance in this endeavor, please contact us.

Most sincerely,

Robert O. Wagner
Executive Director

ROW/br

Handwritten notes:
→ Referral
→ Steve (Cohn)
Please prepare
my for \$75 fee
He really for
transmitting
at weekend
EX



Official Application Form for

ZOOLOGICAL PARK AND
AQUARIUM ACCREDITATION

American Association of
Zoological Parks and Aquariums

OGLEBAY PARK, WHEELING, W. VA. 26003

FOR OFFICE USE ONLY

Date Rec'd. _____

Amount Rec'd. _____

Rec'd. by (Initials) _____

AAZPA organizational
member

Nonmember

Minnesota Zoological Garden

Name of Applicant Institution
12101 Johnny Cake Ridge Road

Street Address

Apple Valley,

Minnesota

55124

City

State

Zip Code

(612) 432-9010

Area Code Telephone Number

Edward Kohn, General Director

Name and Title of Director or Chief Administrative Officer

James L. Hetland, Jr., Chairman of the Board

Name and Title of Chairman of Board, Commission, or Equivalent

Ralph Waterhouse, General Curator

Contact Person for Correspondence concerning Application

TYPE OF INSTITUTION

Zoological Park/Garden Aquarium Zoo and Aquarium Other _____

TYPE OF PRIMARY SUPPORT

50% Taxation (government) Public Subscription (Society)
 Non-profit 50% Operated for profit

Annual Operating Budget (Approx.) \$5.2 million

Attach list of trustees (Board) of governing body with mailing addresses, including titles of officers.

Have you examined the basic definition of a zoo and/or aquarium as stated by AAZPA for Accreditation? Yes No

Do you believe your institution meets all sections of the basic definition? Yes No

The signatures of the director (chief administrative officer) and the chairman of the board (chief officer of governing authority) are required below. These signatures certify that the governing authority has formally considered and approved the submission of this application and has authorized and directed the zoo/aquarium staff to carry out the procedures for applying for accreditation by AAZPA and to cooperate fully with the AAZPA Accreditation Commission and the Visiting Committee.

Signature of Director/Chief Administrator

Edward Kohn

Name (Typed)

General Director

Title

January 15, 1980

Date

Signature of Board Chairman

James L. Hetland, Jr.

Name (Typed)

Chairman, Minnesota State Zoological Board

Title

January 15, 1980

Date

A non-refundable fee of \$50 for AAZPA Organization/Society members (\$100 for nonmembers) shall be submitted with this application. Please make checks payable to: AMERICAN ASSOCIATION OF ZOOLOGICAL PARKS AND AQUARIUMS.

This application for Accreditation (properly completed and signed), accompanied by the initial fee constitutes agreement by the applicant institution to consent to and abide by the decisions of the American Association of Zoological Parks and Aquariums, through its Accreditation Commission.

MINNESOTA STATE ZOOLOGICAL BOARD

Firmin L. Alexander
5673 - 133rd Street Court
Apple Valley, Minnesota 55124

Treasurer

Richard Arndt
669 Laura Court
Mendota Heights, Minnesota 55118

Patricia Davies
3424 Edmund Boulevard
Minneapolis, Minnesota 55406

Vice Chairperson

Robert H. Engels
2950 Dean Parkway 2005
Minneapolis, Minnesota 55416

Robert Ferguson
855 Cliff Road
Eagan, Minnesota 55123

James L. Hetland, Jr.
First National Bank of Minneapolis
Urban Development Department
515 Marquette Avenue
Minneapolis, Minnesota 55402

Chairman

Sandra Stokesbary
4203 Wentworth Avenue South
Minneapolis, Minnesota 55409

John E. Tilton
1 Webster Place
Hopkins, Minnesota 55343

Secretary

Adolf Tobler
915 Edmund
St. Paul, Minnesota 55104

Jerome Wagner
715 Park
Anoka, Minnesota 55303

Paul Zollman, DVM
200 First Street Southwest
Rochester, Minnesota 55901

James W. Kennedy (Ex-officio member)
848 Allen Avenue
West St. Paul, Minnesota 55107