



Minnesota State Zoological Board. Zoo-Related Organizations Files.

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Accreditation Application for



March 2001

Accreditation Questionnaire (Application)

2001 Edition



AMERICAN ZOO AND AQUARIUM ASSOCIATION

***ELECTRONIC FORM
FORMATTED FOR WORD***

ACCREDITATION QUESTIONNAIRE (2001 Edition)
INSTRUCTIONS ~ PLEASE READ CAREFULLY

IMPORTANT: the 2001 edition of this questionnaire may only be used when submitting for deadlines occurring in the year 2001. The 2002 edition will be available in mid-August 2001.

DEFINITION – Only institutions meeting **all the definitions** of zoological parks or aquariums can be considered for accreditation. For the purpose of accreditation, a zoological park or aquarium is defined as a permanent cultural institution which owns and maintains wildlife that represent more than a token collection and, under the direction of a professional staff, provides its collection with appropriate care and exhibits them in an aesthetic manner to the public *on a regularly scheduled, predictable basis*. They shall further be defined as having as their primary business the exhibition, physical and psychological well-being, conservation, and preservation of the earth's fauna in an educational and scientific manner.

BASIC INSTRUCTIONS: (1) Please make sure that the yearly edition of this form (indicated above) matches the year in which you submit your accreditation materials. (2) After completing this form keep a copy for your records and return **four complete sets** (supporting materials included) to: Manager, Accreditation Programs, AZA, 8403 Colesville Road, Suite 710, Silver Spring, Maryland 20910. (3) When assembling your application **please follow the instructions that appear in the section entitled "Assembling The Application Package" appearing on pages 7-8 of the "Guide to Accreditation of Zoological Parks and Aquariums" booklet.**

DEADLINES & COSTS: Those desiring review at the Spring meeting must submit 4 sets of their application materials for receipt by September 1. Those desiring review at the Fall meeting must submit 4 sets of their application materials for receipt by March 1. *Institutions applying for the first time should submit completed applications well in advance of the deadline. Late applications will not be accepted under any circumstances, and will automatically be scheduled for review at the regularly scheduled review session following the one submitted for. Missing a deadline will not be considered an acceptable reason for extension of accreditation, and a lapse in accreditation and AZA membership will occur.*

COSTS: *If submitting for the March 1 deadline, enclose a check for \$1,000 to cover the non-refundable* filing fee. First-time applicants must enclose an additional \$1,000 as a deposit towards Visiting Committee expenses. If submitting for the September 1 deadline, do not enclose checks with this application. We will invoice you.*

**Filing fees are non-refundable once the official review process has started. If an institution withdraws its application before the official review has started, the fee may be refunded. (See "Initial Review" appearing on page 8 of the "Guide to Accreditation of Zoological Parks and Aquariums" booklet.)*

GENERAL INFORMATION: (1) Following receipt and review of the application and supporting materials (allow 6-8 weeks), an inspection team consisting of 3-4 individuals will be assigned to inspect the institution's operation. (2) Accreditation is for five years. At the end of that time each organization must successfully complete the accreditation process again for AZA membership to continue. Each accredited institution will be notified six months in advance of their submission deadline (i.e., one year in advance of the actual review), and new application materials will be supplied at that time. (3) Photographs greatly enhance your application, are encouraged, and may be submitted as a separate attachment to the application. Only one set of photographs is necessary.

FORM NOTATION: This application questionnaire is numbered to sequentially correspond with the Visiting Committee Report Form provided to the inspection team that will visit your institution. A single question appearing in this questionnaire may have *several* questions relating to it in the Visiting Committee Report Form. Therefore, to avoid the impression that questions in a sequence are erroneously missing from this questionnaire, those items are noted as *"Appearing on Visiting Committee Report form only"*.

INSTRUCTIONS FOR ELECTRONIC FORM COMPLETION

Scroll down until you reach "Applicant Information" (located immediately below). The cursor should already be located at the first field of entry, which is "*Name of Institution*". Use the "Tab" key to move from field to field ["tab" = forward, "tab + shift" = backward]. Movement from one field to another can also be achieved by placing the cursor on the selected field and clicking the left mouse button. Use the space bar to place [or remove] an "X" in a field box.

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APPLICANT INFORMATION

Name of Institution: Minnesota Zoological Garden

Street Address: 13000 Zoo Boulevard

City: Apple Valley

State: MN

Zip+4: 55124-8199

Mailing address, if different

Address: _____

City: _____

State: _____

Zip+4: _____

Area Code + Telephone Number: 952 431-9200

Area Code + Fax Number: 952 431-9300

Name & Title of Chief Executive Officer: Lee C. Ehmke

GENERAL INFORMATION (GI)

Approximate Standard Metropolitan Statistical Area in which your institution is located: 2.5 million

Which of the following categories best describes your institution?

- | | |
|---|--|
| ☒ Zoological Park | ☐ Oceanarium |
| ☐ Aquarium | ☐ Combination, specify: _____ |
| ☐ Wildlife Park | ☐ Other, specify: _____ |

Year institution was founded: 1969

Year first opened to the public: 1978

NEW APPLICANTS: Submit a statement indicating why your institution desires AZA accreditation. ☐ Copy attached

GI-1. Submit a one- or two-page summary of your institution's history, including dates of major events, renovations, and other important changes.

☒ Copy attached

GI-2. Provide your institution's stated purposes. ☒ Copy attached

GOVERNING AUTHORITY (GA)

General Information:

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

☐ Yes ☒ No

If yes, please provide name and address for the parent organization: _____

Select the best description for your governing authority? (Governing Authority: agency/organization which ultimately sets policy, owns assets, including collections and installations, but not necessarily buildings and grounds.)

- | | |
|--|--|
| ☐ Municipal Government | ☐ College or University |
| ☐ County Government | ☐ Society |
| ☒ State Government | ☐ Nonprofit organization or corporation other than above administered in the public interest |
| ☐ Federal Government | ☐ Company, business, or corporation organized for profit |
| ☐ Park or Recreational District | ☐ Individual operation (an individual or partnership owns the operation, is responsible for it, and receives any profits which may accrue to it.) |
| ☐ Public School District | ☐ Other, specify: _____ |

If other than governmentally operated, submit a copy of your institution's constitution, charter & bylaws, or similar documents which indicate your operating purposes.

☐ Copy attached

Submit a list of the names, years of appointment, and terms of service for the members of your governing body.

☒ Copy attached

Provide the name and address of the chair of your governing authority. (If this position is filled annually, please advise the Manager, Accreditation Programs in writing when a change occurs.)

Name: Peter B. Myers
 Street: 1600 Edgecumbe Rd.
 City: St. Paul State: MN Zip+4: 55116-2305

GA-1. Provide a brief description regarding the working relationship between the governing authority and the institution.

☒ Copy attached

GA-2. Are appropriate decisions expressly delegated to the zoo/aquarium staff? ☒ Yes ☐ No

Comments: See Attachment GA-1

GA-3/GA-4/GA-5. *Appearing on Visiting Committee Report Form Only.*

GA-6. Is the institution's chief executive officer given an opportunity to participate in meetings of the governing authority?

☒ Yes ☐ No

GA-7. Provide the following information regarding the structure of the governing authority:

Maximum number serving: 30

How are vacancies filled? State Open Appointments process (Please see attachment GA-7)

Do officers change on a regular basis? ☒ Yes ☐ No

Are there ex-officio members of the board? ☐ Yes ☒ No

STAFF (S)

The salary portion of this questionnaire will be regarded as confidential and be reviewed only by the Accreditation Commission and visiting committee.

S-1. Submit a list of staff members and their titles in order of authority. State full or part time **AND** include the annual salary for full-time staff.

☒ List attached

NOTE to "for profit" operations only. If you cannot submit exact salaries, please provide salary ranges for each full-time staff position or indicate that the complete salary information will be made available to the visiting committee for review.

S-2. Are current job descriptions for all staff on file at the institution? ☒ Yes ☐ No

S-3. *Appearing on Visiting Committee Report Form Only.*

S-4. Submit a curriculum vitae for each member of your senior/administrative staff (i.e., chief executive officer, assistant director, operations manager), your senior animal care staff (i.e., curators, section managers, and veterinarian), and other staff members with responsibilities for operational functions (i.e., dive program, water quality monitoring, records, education, etc.). (Note: Please include c.v. for the veterinarian regardless of whether full-time, part-time, or consulting.)

☒ Copies attached

S-5. Submit a copy of the institution's organizational chart. ☒ Copy attached

S-6/S-7/S-8. *Appearing on Visiting Committee Report Form Only.*

- S-9. Provide details regarding your institution's employee in-service training program, including how often it is conducted and by whom, if all staff are required to participate, availability of outside training opportunities to all staff, and availability of training to qualify staff for management positions.

☒ Copy attached

S-10/S-11. *Appearing on Visiting Committee Report Form Only.*

- S-12. Provide a list indicating staff involvement in AZA activities and other professional organizations.

☒ Copy attached

S-13. *Appearing on Visiting Committee Report Form Only.*

- S-14. Have staff members been provided access to and knowledge of the AZA accreditation Standardized Guidelines?

☒ Yes ☐ No

If yes, have they been provided an opportunity to discuss the accreditation process? ☒ Yes ☐ No

Comments: _____

SUPPORT ORGANIZATION (SO)

NOTE: If you have more than one support organization, please submit information for each.

General Information:

Do you have a support organization? ☒ Yes ☐ No (If no, skip next section, Finance.)

- a. If yes, indicate the name(s) and year(s) formed: Minnesota Zoo Foundation; 1990 (reactivated from a dormant Foundation first incorporated in 1975)

Number of memberships: _____ representing # _____ individuals.

Briefly describe benefits to members: _____

List membership fees: _____

Submit a copy of the support organization's most recent audited financial statement, if other than your governing authority.

☒ Copy attached

SO-1. Submit organization's bylaws. ☒ Copy attached

SO-2. Submit a copy of the organization's stated purposes. ☒ Copy attached

SO-3. *Appearing on Visiting Committee Report Form Only.*

SO-4. If the support organization is not a governing entity, is the relationship between it and your institution mutually agreed upon and observed?

☒ Yes ☐ No

SO-5. Does the CEO of the support organization recognize the institution's CEO as having the overall responsibility for the management of the institution?

☒ Yes ☐ No

SO-6. Does the organization have any direct responsibility for any portion of the institution's operation?

☐ Yes ☒ No

a. If yes, briefly describe: _____

SO-7. Does the organization participate in fund-raising activities? ☒ Yes ☐ No

SO-8. *Appearing on Visiting Committee Report Form Only.*

SO-9. What other activities are sponsored by the organization? Beastly Ball, Corporate Sponsorship, Cornucopia Society, Legacy society, Animal Sponsor Program. (See publications).

FINANCE (F)

The finance portion of this questionnaire will be regarded as confidential and be reviewed only by the Accreditation Commission and visiting committee. If the visiting committee reviews financial records during the inspection, confidentiality is assured.

General Information:

Briefly describe your institution's admission policy and fees. ☒ Copy attached

Adults: \$10.00

Children: \$5.00

Senior Citizens: \$6.25

Free: AZA members; under 3, Misc. discounts from \$0 - \$8.00

Provide the last five years' attendance figures:

Year	Total
a. 2000	1,065,879
b. 1999	1,173,240
c. 1998	1,265,184
d. 1997	1,115,290
e. 1996	1,140,745

Comments: FY begins July 1; ends June 30

F-1. Submit a copy of your institution's most recent annual operating budget (or audited financial statement) and include sources of funding.

☒ Copy attached

a. Submit the institution's total budget figures for the last five years:

Year	Total
a. FY2000	\$17,097,882
b. 1999	\$16,348,489
c. 1998	\$16,969,029
d. 1997	\$15,911,672

e. 1996

\$14,777,296

Comments: _____

F-2/F-3. Intentionally left blank.

F-4. Submit a written contingency plan in the event of financial difficulties. ☒ Copy attached.

F-5. Do you have liability insurance coverage for your visitors, governing authority, staff, society, docents/volunteers, collection, and physical facilities?

☒ Yes ☐ No

F-6. List those major projects planned over the next five-year period, including anticipated sources of funding.

☒ Copy attachedF-7. *Appearing on Visiting Committee Report Form Only.*

F-8. Submit a list of new facilities added/capital improvement projects undertaken in the last five years.

☒ Copy attached

F-9. If it is not clear in your financial statements, please provide the amount budgeted (and percent of total budget) for staff development (conferences, continuing education, special training, and seminars) and facility maintenance:

See attached.**PHYSICAL FACILITIES (PF)**

General Information:

Total area (please answer appropriate set {a/b—typically appropriate for zoos or c/d/e—typically appropriate for aquariums}) of the institution:

- a. Total acreage of institution: 485
- b. Total acreage currently being utilized: 226 (47%)
- c. Total building square footage: 545,000 sq. ft
- d. Total volume of water managed: 1.46 million gallons
- e. Total number of aquatic exhibits: 12, ranging in size from 125 bal. gal. (smallest) to 1.0 million gal. (largest).

Who owns the institution's buildings and grounds?: State of Minnesota

PF-1. Are public parking areas available for visitors and staff?

☒ Yes, # of spaces/public 2,489 and fees/public n/a
 # of spaces/staff 131 fees/staff n/a
 # of spaces/volunteers n/a fees/volunteers n/a

☐ NoPF-2. Are amusement rides/playground areas located within or near the institution? ☒ Yes ☐ NoPF-3. Are animal rides available within the institution grounds? ☒ Yes ☐ NoPF-4. How many public food service facilities are available to visitors/staff?: 6

PF-5. Please indicate which of the following are available on the institution grounds:

- ☒ Holding facilities
- ☒ Laboratory
- ☒ Animal Hospital
- ☒ Quarantine facilities (submit a description of the quarantine physical facility) ☒ Attached
- ☒ Isolation facilities
- ☒ Necropsy/minor surgery room

PF-6. Submit a description of your maintenance program for exhibits, buildings, grounds, and equipment.

☒ Copy attached

PF-7. Does your institution own or operate a branch zoological park, aquarium, off-premises breeding facility, or other animal holding facilities?

☐ Yes, copy (description) attached ☒ No

PF-8. Hours of operation:

Winter: 9 AM - 4 PM

Summer: 9 AM - 6 PM

Days Closed: Thanksgiving and Christmas Days

PF-9 to PF-23. *Appearing on Visiting Committee Report Form Only.*

PF-24. If your facility is an aquarium or has significant aquarium facilities, submit a detailed description of the operation of your water circulation system, life support systems, and water supply. Include the following in your description: open- or closed-system? If open-system, does your institution possess a current NPDES permit or exemption? If open-system, how does your institution prevent the unintentional release of exotic species? If open-system, how does your institution avoid discharging chemicals into the environment? If closed-system, what are the recirculation turnover rates? If closed-system, please provide detailed information. If either, how is filter backwash water disposed of?

☒ Copy attached ☐ N/A

SAFETY/SECURITY (SS)

SS-1. Are first-aid stations readily available to your staff and the visiting public? ☒ Yes ☐ No

SS-2. Are all staff members trained in first-aid? ☐ Yes ☒ No

a. If no, submit a list of those who are trained. ☒ List attached

SS-3. Are all staff members trained in CPR? ☐ Yes ☒ No

a. If no, submit a list of those who are trained. ☒ List attached

SS-4. Are there formal first-aid/CPR training programs for staff? ☒ Yes ☐ No

SS-5. Are staff required to participate in continuing first-aid/CPR training? ☒ Yes ☐ No

SS-6. Submit a copy of your Risk Management or Safety Audit Plan. ☒ Copy attached

SS-7. Does your institution have an active, in-house safety committee? ☒ Yes ☐ No

SS-8. Are Material Safety Data Sheets made available to all employees? ☒ Yes ☐ No

SS-9. Do you have a written procedure in effect in the event of an injury by a venomous animal or an attack by a potentially

dangerous animal (e.g., shark, whale, tiger, bear)?

☒ Yes, copy attached ☐ No ☐ N/A

- a. Have there been any major injuries by a venomous or dangerous animal in the last five years requiring hospitalization?

☐ Yes, submit a brief explanation of the event, actions taken during/after the event, changes made in procedure as a result of the event, etc.

☒ No

SS-10. Submit your written procedure and recapture plan in the event of an animal escape. ☒ Copy attached

- a. Have there been any major animal escapes in the last five years requiring tranquilization or medical treatment?

☐ Yes, submit a brief explanation of the event, actions taken during/after the event, changes made in policy following the event, etc.

☒ No

SS-11. Submit copies of other written emergency procedures, including those for natural and human disaster/emergency (fire, flood, bomb threat, hurricane, etc.).

☒ Copy attached

- a. Have any major emergencies involving natural/human conditions occurred in the last five years which have caused the institution an extended closing for repairs?

☐ Yes, submit a brief explanation of the event, actions taken during/after the event, changes made as a result of the event, etc.

☒ No

SS-12. Are staff members aware of all emergency procedures? ☒ Yes ☐ No

SS-13. Are emergency drills conducted on a regular basis? ☒ Yes ☐ No

- a. If yes, how often are drills conducted?: Depends on the drill but all at least annually

- b. If no, submit an explanation regarding how staff members are trained to handle emergency situations.

☐ Copy attached

SS-14. Are staff members and volunteers aware of the location of all fire extinguishers and alarms? ☒ Yes ☐ No

SS-15. Are staff members and volunteers trained in the use of fire extinguishers? ☒ Yes ☐ No

SS-16. Do you have a written procedure and training program for the handling and disposal of toxic/hazardous materials, including biohazardous materials?

☒ Yes, copy attached ☐ No

SS-17. *Appearing on Visiting Committee Report Form Only.*

SS-18. Do you use either ozone or hypochlorite (chlorine)?

☒ Yes ☐ No ☐ N/A

- a. If yes, submit your policy for safely handling these toxic chemicals to ensure employee safety, animal well being, and environmental protection.

☒ Copy attached

SS-19. Is your institution equipped with emergency life support systems for the animal collection?

☒ Yes ☐ No ☐ N/A

- a. If yes, submit a brief description of your emergency system, including details on the alarm system for flood and low water detection.

☒ Copy attached ☐ N/A

SS-20. Do you provide employees and volunteers who handle animals with training on common zoonosis in order to recognize signs and symptoms of such zoonosis?

☒ Yes ☐ No

SS-21. Are you required to have a confined space entry program (ozone towers, large filters)?

☒ Yes, submit protocol ☐ No ☐ N/A

SS-22. Do you have a lock out/lock in program for conducting major maintenance on machinery?

☒ Yes, submit protocol ☐ No ☐ N/A

SS-23. Do you have a ground fault interrupt (GFI) electrical service supplying wet environments, aquatic exhibits, and associated service areas?

☒ Yes ☐ No ☐ N/A

SS-24. Does your institution utilize underwater diving with compressed air (SCUBA or surface-supplied) as part of regular operations and/or maintenance?

☒ Yes ☐ No ☐ N/A

- a. If yes, check the appropriate responses below:

Yes No

☐ ☒ Do you comply with the diving safety standards set forth by the Occupational Safety and Health Administration (OSHA)?

☒ ☐ If you answered No to the above, do you claim the exemptions to OSHA standards as allowed by law for "scientific diving"?

☒ ☐ If you claim the scientific diving OSHA exemption, do you operate under the auspices of an approved diving safety manual that conforms to a scientific community consensual standard such as the American Academy of Underwater Sciences (AAUS), Canadian AUS, etc.?

☐ ☒ If you claim the scientific diving OSHA exemption, do you have an in-house diving control (safety) board, with the majority of its members being active divers, which has the authority to review, revise and assure compliance with the manual; certify divers' approved depth, take disciplinary action for unsafe practices, and assure compliance with the diving safety standards?

☐ ☐ If Yes to the above, does the committee meet on a regular basis and are records kept of the committee's decisions?

☒ ☐ Do you have a dive safety officer or program manager, or a staff member who acts in this capacity, to

oversee institutional diving safety?

- ☒ ☐ Do you provide appropriate training and testing opportunities (including regular CPR and First-aid) to those persons involved in diving?
- ☒ ☐ Do your divers maintain up-to-date diving logs?
- ☒ ☐ Do you provide appropriate workman's compensation (and/or Jones Act coverage for diving from vessels) for your divers (including volunteers)?

SS-25 to SS-33. *Appearing on Visiting Committee Report Form Only.*

SS-34. Do you employ security officers? ☒ Yes ☐ No

a. If yes, what hours are they on the premises?: 24 hours/7 days a week

SS-35. If you do not employ security officers, submit an explanation regarding the protection provided your animal collection and facilities on a 24-hour basis.

☐ Copy attached ☒ N/A

SS-36. Are security personnel, employed or contracted, required to make regular checks of the grounds/ buildings? (Including those persons who live on the grounds and provide security coverage during hours when the institution is not open to the public.)

☒ Yes ☐ No

SS-37. Are security personnel armed? ☐ Yes ☒ No

SS-38. Are firearms kept on the premises? ☒ Yes ☐ No

a. If yes, how and where are firearms stored?: In approved gun safes at four locations on site.

b. If no, what procedures are in place for the humane destruction of a dangerous animal in the event it cannot be recovered: _____

c. Is staff provided regular training in the use of firearms? ☒ Yes ☐ No

SS-39. Are guard dogs used? ☐ Yes ☒ No

SS-40. Is your institution enclosed by a perimeter fence? ☒ Yes ☐ No ☐ N/A

a. If yes, describe the type and height?: 10 ft. chain link w/triple strand barbed wire at top angled 45 degree at top of fence toward outside of fence.

SS-41. Is the perimeter fence independent of all animal enclosure fences? ☒ Yes ☐ No

a. If no, submit an explanation. ☐ Copy attached

ANIMAL COLLECTION (AC)

General Information:

Is your institution approved by USDA for importing/ holding ruminants (PPEQ)? ☒ Yes ☐ No

USDA Exhibitor License #: 41-C-0019

AC-1. Submit your most recent animal inventory in taxonomic order, including scientific name and sex. (Use attached

format or an ISIS printout.)

☒ Copy attached

- a. How many specimens in your collection are on loan from other institutions?: 56
- b. How many specimens in your collection are on loan to other institutions?: 54
- c. Who owns the animal collection?: State of Minnesota

AC-2. *Appearing on Visiting Committee Report Form Only.*

AC-3. Does your institution participate with ISIS? ☒ Yes ☐ No

- a. What percentage of your institution's collection is registered with ISIS?: 34%
- b. Are all of your institution's holdings of endangered, CITES I, SSP®, and studbook species registered with ISIS?
☒ Yes ☐ No, list attached
- c. Is your institution currently participating in ARKS?
☒ Yes ☐ No

AC-4. Submit a detailed explanation of the record-keeping system utilized for those animals not registered with ISIS.

☒ Copy attached

AC-5. Submit details on your institution's animal marking system utilized to correspond with the collection's records.

☒ Copy attached

AC-6. Other than those specimens registered with ISIS, are animal records duplicated?

☒ Yes ☐ No

AC-7. Are records stored in a fireproof container?

☒ Yes ☐ No

AC-8. Are duplicate records stored in a separate location?

☒ Yes ☐ No

a. Where are records stored?: Safe deposit box, Midway National Bank, Apple Valley, MN

AC-9. *Appearing on Visiting Committee Report Form Only.*

AC-10. Are records current with up-to-date information? ☒ Yes ☐ No

AC-11. Submit a copy of your animal acquisition/disposition policy, including a copy of your animal loan agreement.

☒ Copy attached

AC-12/AC-13. *Appearing on Visiting Committee Report Form Only.*

AC-14. If your facility maintains elephants, do you comply with current AZA policies (refer to the Accreditation Standardized Guidelines booklet)?

☐ Yes ☐ No

a. Do you have an elephant restraining chute? ☐ Yes ☐ No

AC-15. Submit a copy of your USDA inspection report forms (or the equivalent for those not inspected by USDA) for the last five years.

☒ Copies attached

a. If deficiencies were noted during the last inspection, submit a written report on how those items are being/ have been corrected.

☒ Copy attached

AC-16. Do any representatives of your collection spend time in a "touch pool" environment? ☒ Yes ☐ No

a. If yes, submit your operations protocol detailing recommended exposure times, animal handling policy (pick-up, touch only, etc.), and animal rotation and/or replacement policy. ☒ Copy attached

AC-17. Are any of your collection animals part of a training and behavioral display program? ☒ Yes ☐ No

a. If yes, submit a description of training program that outlines your training philosophy and protocols.

☒ Copy attached

AC-18. If your facility is an aquarium or has significant aquarium facilities, submit a detailed description of your water quality monitoring program that outlines parameters tested, allowable tolerances, frequency of testing, methods of testing and data interpretation protocol for each major aquatic system.

☒ Copy attached ☐ N/A

AC-19 to AC-27. *Appearing on Visiting Committee Report Form Only.*

AC-28. If your facility is an aquarium or has significant aquarium facilities, include a detailed description of how you determine that the collection procedures used by outside collectors are not causing environmental damage (reef blasting, cyanide poisoning, etc.).

☒ Copy attached ☐ N/A

VETERINARY CARE (VC)

VC-1. Do you employ a full-time veterinarian? ☒ Yes ☐ No

a. If no, describe your veterinary program, including the number of visits and the veterinarian's formal agreement.

☐ Copy attached

VC-2. In the event of an emergency, what is the response time when the veterinarian is off the premises (i.e., distance between office/residence and facility)?: 45 min.

VC-3. Are Carfentanil, M99, M50-50, or other controlled animal drugs utilized by your institution? ☒ Yes ☐ No

If yes, please provide the following information:

a. Submit your institution's written protocol regarding the use of Carfentanil, M99, M50-50, and other controlled animal drugs, including emergency procedures when a licensed veterinarian is not present.

☒ Copy attached

b. Is a Class 5 safe utilized for the storage of controlled animal drugs? ☒ Yes ☐ No

c. Name of licensee(s): Kristine Petrini, DVM

d. List those staff members authorized to administer controlled drugs.: Kristin Petrini, DVM; Jim Rasmussen, DVM; Melissa Weisman, DVM

VC-4. Is capture equipment (animal restraint) kept on the premises? ☒ Yes ☐ No

a. Submit your protocols for animal restraint and capture (including aquatic specimens).

☒ Copy attached ☐ N/A

b. List staff members by title who are trained in the use of capture equipment: Kristine Petrini, DVM; Jim Rasmussen, DVM.

VC-5. Is chemical capture equipment kept on the premises? ☒ Yes ☐ No

a. If yes, where is equipment stored?: Pharmacy

b. If yes, who is trained?: Kristine Petrini, DVM; Jim Rasmussen, DVM, elissa Weisman, DVM

c. Is capture equipment, including chemical, available to authorized personnel at all times?

☒ Yes ☐ No

If no, explain: _____

VC-6. Is there a program for regular disposal (or removal and separate storage) of outdated animal drugs?

☒ Yes ☐ No

VC-7. Submit your institution's preventative animal medicine protocol. ☒ Copy attached

VC-8/VC-9. *Appearing on Visiting Committee Report Form Only.*

VC-10. Does your institution have an Animal Care and Use Committee? ☐ Yes ☒ No

a. If yes, submit an explanation regarding its function, members, etc. ☐ Copy attached

VC-11. Is a post-mortem examination (necropsy) performed on every individual animal mortality?

☐ Yes, provide name(s) of those performing necropsies: _____

☒ No

a. If no, please submit a statement describing which animals are not examined and why and an estimate of the percentage of animals which are given a post-mortem examination. ☒ Copy attached

VC-12 to VC-15. *Appearing on Visiting Committee Report Form Only.*

VC-16. If your facility is an aquarium or has significant aquarium facilities, does your institution comply with the agreement between the Food and Drug Administration (FDA) and the AZA for accredited facilities with regard to the use of drugs in fishes/at public aquariums?

☒ Yes ☐ No

VC-17. Submit a description of your animal food nutrition, acquisition, and preparation program which addresses nutrition philosophy, acquisition policy (from well managed or sustainable sources or fisheries), quality assurance, and control, storage, inventory, and stock rotation. Include most recent food analysis report.

☒ Copy attached

VC-18/VC-19. *Appearing on Visiting Committee Report Form Only.*

CONSERVATION (C)

C-1. List your institution's involvement in all SSPs®, TAGs, FIGs, and other cooperative conservation programs with similar institutions:

☒ List attached

C-2. *Appearing on Visiting Committee Report form only.*

C-3. Describe your institution's programs for energy and natural resource conservation. ☒ Copy attached

C-4. Describe your institution's, staff's, and governing authority's involvement in other conservation programs. Include information on local, regional, state/province, academic, national, and international activities.

☒ Copy attached

C-5. Provide a list of the types of conservation initiatives your institutions participates in (e.g., educational programs/materials that increase public awareness on the importance of preserving ecosystems, training programs that provide field experiences, programs that aid the transfer of relevant technology for use in the field, programs that purchase land or contribute funds to establish reserves, field research programs, and development of economic incentives to preserve the ecosystem.)

☒ List attached

C-6. *Appearing on Visiting Committee Report Form Only.*

EDUCATION (E)

General Information:

Provide the name and title of the person responsible for coordinating the activities for educational programs:

Lars Erdahl, Vice President for Education

Is this person: ☒ Full-time paid staff ☐ Part-time paid staff ☐ Volunteer

Check the types of educational activities conducted by your institution:

- | | |
|---|---|
| ☒ Guided tours | ☐ Film series |
| ☒ Presentations at schools | ☐ Speaker's Bureau |
| ☒ Special lectures and/or demonstrations | ☒ Travel/Field program |
| ☒ Classes, clubs, or study groups held at the institution | ☒ Interpretive demonstrations/shows |
| ☒ Lecture series | ☐ Radio/TV programs |
| ☒ Other, specify: <u>The Minnesota Zoo and its Education Department are an integral part of the curriculum at the</u> | |

School for Environmental Studies at the Minnesota Zoo. This school provides interdisciplinary educational experiences for 400 eleventh and twelfth grade students with environmental studies as an integrating concept. Minnesota Zoo staff serve as guest lecturers, adjunct faculty, student mentors and guide unique behind-the-scenes learning opportunities.

E-1. What age groups do your educational programs target; i.e., K-5th grade, K-12th grade, adults, etc.?:

The primary target audiences for the Minnesota Zoo's education programs are families with young children and K-6 grade teachers and students. We also have some program options for 7th-12th grade teachers and students, college/university students and adults.

E-2. How many and what types of classes or programs were taught on the institution's grounds in the last 12 months?:

The summer Zoo camp program offered 28 different classes in 2000 (brochure attached). During the 2000-2001 school year, 30 different programs, some that were tailored to different grade levels, to K-12 school groups (brochure attached). Family Zoo Adventures program for parents and children together, offered 16 different programs. Additional programs include scout group classes, family overnights, Minnesota Zoo Mentor program for disadvantaged and minority youth, and a variety of classes for School for Environmental Studies at the Minnesota Zoo. Educational activities are also incorporated into a variety of Zoo-wide special events (Examples: Wild bird Weekend; Animals, Books and Children; and Wolf Week).

☒ Copy attached

E-3. Do you have a written education plan for the education program? ☒ Yes (copy attached) ☐ No

E-4. Attach a brief description of how the institution's educational programs meet the needs of its visitors.

☒ Copy attached

E-5. In addition to the coordinator of educational programs, how many full-time and part-time employees have specific responsibilities to the education program?: Nine (9) full-time and twenty-five (25) part-time, seasonal and temporary.

E-6. Does your institution have cooperative programs or special affiliations with colleges and universities?

☐ Yes (attach list and brief description of each) ☒ No

E-7. *Appearing on Visiting Committee Report Form Only.*

E-8. Attach a brief description of how the institution's education programs address the role of zoos and aquariums in conservation.

☒ Copy attached

E-9. Attach a brief description of how the institution's education programs address local and global conservation and environmental issues.

☒ Copy attached

E-10. Do you utilize exotic wildlife in off-premises situations (i.e., shopping malls, sporting events, school programs, theatrical productions, etc.)?

☒ Yes ☐ No

If yes to the above, provide your written policy, which should address which animals are utilized, how many persons are required to accompany the animals, which situations are acceptable/unacceptable, how animal health is evaluated, a description of the life support systems for aquatic animals (or special needs species), quarantine requirements following a presentation, etc.

☒ Copy attached

E-12. Briefly describe your outreach programs: The Zoomobile outreach program has a dedicated staff of interpretive naturalist and presents a variety of programs for classroom, large assembly and community groups. These programs are interactive, educational and fun. Programs are often adapted to meet the needs of specific audiences. In a typical year, Zoomobile presents over 800 programs at schools, county fairs, churches, community centers, nursing homes and hospitals throughout Minnesota.

☒ Copy attached

E-13. Do you have programs for the disabled? ☒ Yes ☐ No

If yes, provide a description: All of our programs are accessible to indivudal and grups with special needs. On an "as requested" basis, programs are developed to meet specific requirements.

E-14. Do docents/volunteers serve your institution? ☒ Yes ☐ No

a. If yes, how many?: 589

b. In what capacities?: Volunteer duties include public interpretation (Zoolab, Theater Demonstrations, Interpretive Stations and Guided Tours), staff support (Education Classes, Special Events, Horticulture, Library, Website, Farm and Gaphics) and community service projects (Corporate Volunteers, Eagle Scouts, etc.)

E-15. Is there a structured program to recruit, interview, train, and evaluate the performance of docents/volunteers?

☒ Yes ☐ No

a. Please submit a brief description of the program. ☒ Copy attached

E-16. Submit information on other programs offered by your institution. ☒ Copies attached

E-17. Is there a library available for staff members' use? ☒ Yes, # of volumes: 3,000 ☐ No

a. Is the library available to the general public? ☒ Yes ☐ No

E-18. Are educational facilities available on the grounds? ☒ Yes ☐ No

RESEARCH (R)

General Information:

Provide the name and title of the person responsible for coordinating the research program:

Kristine R. Petrini, DVM, Senior Veterinarian

R-1. Did your institution undertake or support formal research projects during the last three years? ☒ Yes ☐ No

a. If yes, attach a list and a description. ☒ List attached

R-2. *Appearing on Visiting Committee Report Form Only.*

R-3. Are the results of research projects published or otherwise disseminated to the professional and scientific community?

☒ Yes, attach list (last 3 years) ☐ No

R-4. Do you have plans for future research projects? ☐ Yes, list attached ☒ No

R-5. Does your institution have a formal research policy? ☒ Yes, copy attached ☐ No

6. Does your institution have a formal committee to review and monitor research activities? ☒ Yes ☐ No
- a. If yes, attach a list of committee members and a description of the committee's responsibilities and activities.
- ☒ List attached

OTHER PROGRAMS/ACTIVITIES (OP)

General Information:

If your institution does not have a support organization or conducts its own membership programs, supply the following information:

Number of members: 108,000

Number of households served: 27,000

List membership/other fees: \$30 Individual; \$45 Individual Plus; \$60 Household; \$75 Household Plus; \$110 Advocate.

Briefly describe benefits to members: Unliited free admission for one year; bi-monthly Zoo publication; reciprocal admission to more than 90 zoos across the country; half price monorail tickets; 10% discount in the Gift Store and IMAX store; discount on Zoo classes, and Imation IMAX theater discount.

Provide a sample of program brochures. ☒ Copies attached

Provide the name and title of the person responsible for coordinating the activities of the docents/volunteers:

Sheri White Commers, Volunteer Services Director

OP-1. Which of the following are published by your institution:

- ☒ Annual report
- ☒ Newsletters
- ☐ Regular periodical (magazines, journals, proceedings, etc.)
- ☒ Brochures
- ☐ Interpretive guides
- ☐ Other, specify: _____

OP-2. Does your institution have a formal master plan? ☒ Yes, copy attached ☐ No

a. In what year was the plan developed and adopted by your governing authority?: _____

b. When was the plan last reviewed and updated?: _____

OP-3. Does your institution have a formal strategic plan? ☒ Yes, copy attached ☐ No

a. In what year was the plan developed and approved by your governing authority?: 1987

b. When was the plan last reviewed and updated?: 1999

MISCELLANEOUS (M)

M-1. Submit any additional materials you feel may be pertinent to this application. ☒ Copies attached

M-2. When the accreditation process is completed, would you like *one set* of your materials returned?

☒ Yes ☐ No

M-3. When the accreditation process is completed, may copies of your policies and brochures be placed into AZA's Resource Center?

☒ Yes ☐ No

M-4. Annual Operating Budget \$17,097, 882 actual budget for FY00 (expenses from audit report)

*Budget/Dues: Dues are based upon the annual operating budgets at .192 percent, including all services and financial support received from the governing authority/support organization, but excluding capital improvements and concession/gift shop operations. Minimum \$759; Maximum \$9,179. Financial information **MUST BE SUBMITTED** for calculating dues.*

M-5. Have any staff members ever been found guilty of violating wildlife regulations enacted by any of the various states or any agency of the U.S. Government or those of any foreign nation?

☐ Yes ☒ No

M-6. To your knowledge, are any staff members currently under investigation for alleged violation of any wildlife regulations enacted by any of the various states or any agency of the U.S. Government or those of any foreign nation?

☐ Yes ☒ No

If yes to M-5 and/or M-6, **SUBMIT** a detailed explanation. ☐ Detailed explanation attached.

NOTE: All questions **must** be answered, as well as all required materials submitted. If a question is not applicable, please indicate as N/A. If the questionnaire is incomplete or required attachments are not submitted, processing cannot proceed.

ALL APPLICANTS MUST SUBMIT FOUR (4) SETS OF THE QUESTIONNAIRE AND SUPPORTING MATERIALS.

The signatures of the director (chief executive officer) and the principal officer of the governing authority are **REQUIRED**. These signatures certify the following:

1. We will abide by the American Zoo and Aquarium Association's Code of Professional Ethics, Charter & Bylaws, Acquisition/Disposition Policy, and all duly adopted resolutions and support its objectives. We realize that any conduct prejudicial to or in violation of the above will be cause for revocation of membership and accreditation.
2. Our governing authority has formally considered and approved the submission of this application and has authorized and directed the institution's staff to carry out the procedures for applying for accreditation.
3. Our institution's staff will cooperate fully with the Accreditation Commission and the Visiting Committee.

Signature: _____

CEO/Director

Name (typed): Lee C. Ehmke

Title: Director / CEO

Date: 2/21/01

Signature: _____

Principal Officer of Governing Authority

Name (typed): Peter B. Myers

Title: Chair, Minnesota Zoological Board

Address: 332 Minnesota St., E-1320

City, State, Zip Code: St. Paul, MN 55101

Date: 2/21/01

FIRST-TIME APPLICANTS: A check for \$2,000 must accompany this application if submitting for the March 1 deadline; \$1,000 constitutes a non-refundable* filing fee, and the remaining \$1,000 will be used to defray a portion of the Accreditation Visiting Committee expenses. The balance will be invoiced, or difference refunded, after the site inspection. If submitting for the September 1 deadline, do **not** enclose checks with this application. We will invoice you. **See page 1 for complete details and instructions.**

**Filing fees are non-refundable once the official review process has started. If an institution withdraws its application before the official review has started, the fee may be refunded. See "Initial Review" appearing on page 8 of the "Guide to Accreditation of Zoological Parks and Aquariums" booklet.*

ALL OTHERS: A check for the \$1,000 nonrefundable filing fee must accompany the application if submitting for the March 1 deadline. The Accreditation Visiting Committee expenses will be invoiced after the site inspection. If submitting for the September 1 deadline, do **not** enclose checks with this application. We will invoice you. **See page 1 for complete details and instructions.**

NOTE: If the applicant institution has had accreditation rescinded or denied and is applying again after the required waiting period, materials *must* be submitted as a *first-time* applicant.

Make checks payable to AZA and send package to: Manager, Accreditation Programs, American Zoo and Aquarium Association, 8403 Colesville Road, Suite 710, Silver Spring, MD 20910.

Rev. 08/00

General
Information

MINNESOTA ZOO HISTORICAL FACTS

- 1961 Minnesota Zoological Society incorporated to establish a year-round modern zoo for St. Paul.
- 1969 State legislation passed creating the 11-member Minnesota Zoological Board, appointed by the Governor, to develop a masterplan for the Minnesota Zoological Garden (MZG).
- 1970 Site selection -- 480 acres donated by Dakota County.
- 1971 Funding for the zoo bill failed by one vote in the legislature.
- 1973 Revised master plan encompassing smaller area and eliminating monorail; bill passed the legislature allowing for \$23,025,000 in bonds with \$2,350,000 additional matching funds for the construction of the MZG.
- 1974 Bush Foundation gives (\$785,000) to build an education wing.
Groundbreaking May 26.
- 1975 Minnesota Zoological Society changes its purpose to support of the Minnesota Zoological Garden.

Minnesota Zoological Garden Foundation formed to act as major capital fund raising support organization.
- 1978 (May 22) GRAND OPENING.
- 1981 (January) Society notified of Board's intent to renegotiate reciprocity contract because of disagreement over the proportion of Society funds given to Zoo.

(November) Board severs ties with Society after months of attempting to resolve conflicts.
- 1982 (January) Zoo begins its own membership program, continuing education classes, volunteer recruitment, volunteer recognition, and adopt-an-animal program -- all former Society programs.

Zoo Foundation closes office, turning over administrative functions for remaining funds to The Saint Paul Foundation.
- 1984 (May) Legislature approves \$225,000 matching grant for construction of new wolf and caribou exhibits. First capital funding from the state since opening.
- 1985 Legislature authorizes an expenditure of \$750,000 for monorail purchase to negotiate buy-out with private investors. In December, monorail is purchased for \$1.5 million (\$750,000 from the state and \$750,000 from the Zoo Foundation.

Legislature mandates board study of how to foster more private sector involved in the zoo. Changes method of zoo funding to a grant basis, allowing the zoo to retain operating revenues and lifts some restrictions of the state system so zoo can operate most efficiently.
- 1986 Zoo Study Committee report recommends that zoo operation be turned over to a private, non-profit organization; Legislature does not act on recommendation.

Zoo Education accredited by North Central Association of Colleges and Schools, becoming the first zoo in the country to earn the distinction.

Minnesota Zoo hosts international tiger symposium to develop global strategy for conservation of tigers, attended by 125 delegates from all countries with major tiger habitat (except the Soviet Union).

Kathryn Roberts named Director.

Zoo hosts annual AAZPA conference
- 1987 (April) Beluga whales sent to San Diego due to health problems with male whale.

Wolf exhibit opens.

Zoo's first long range plan adopted by Board.

Zoo Board expands to 30 members as authorized by 1987 legislature.

1988 First annual Beastly Ball is held as major fund-raiser.

1990 (March) Dayton-Hudson Foundation pledges \$1 million for bird amphitheater -- the largest single private gift ever received by the Zoo.

Minnesota Zoo Foundation reorganized, and new articles of incorporation filed.

1991 \$2.6 million Coral Reef/Shark exhibit (an 82,500 gallon marine tank) opened.

1992 \$2.6 million Weesner Family Amphitheater opens, featuring the World of Birds Show during visiting hours, and national musical acts during some summer evenings.

Funds provided by the Beastly Ball, enabled construction of two other new exhibits which opened in Spring: My Backyard, an exhibit in the Discovery Center featuring landscaping to attract wildlife, and a new Sun Bear exhibit on Tropics Trail.

Zoo Volunteers organize first annual summer fundraiser, ZOOFARI 92, featuring behind-the-scenes tours for guests purchasing tickets. Proceeds built Zoofari Park, a family picnic ground on the shores of the main lake

1994 To assist the Zoo in building a new marine education center, scheduled to open in 1997, the State Legislature passed a \$20.5 million bonding bill. The Zoo will pay back this sum from increased revenues over the next 20 years.

1995 Fishing Cat exhibit opens on Tropics Trail
Komodo Dragon exhibit opens on Tropics Trail
Butterfly house open for the summer
Discovery Bay groundbreaking/construction begins
(September) School of Environmental Studies opens on Zoo grounds

1996 Summer exhibit "Dinopolis"
1 million volunteer hours donated
Saturn sponsors car raffle
IMAX groundbreaking
State Legislature agrees to pay 40% of the remaining \$20.5 million bonding debt for the Marine Education Center (now named Discovery Bay)

1997 IMAX Imation Theatre opens in April.
Discovery Bay opens in June, with single largest donation of \$2 million from United Health Care.
Cryptosporidium outbreak in July, from fountains in Central Plaza.
First in-house annual Walk the Wild Lights, Winter 1997.

1998 "Frogs!" exhibit
Zoo celebrates 20th Birthday
Butterfly House opens in "My Backyard"
\$600,000 grant from Kresge completes capital campaign of \$8.2 million

1999 Kathryn Roberts resigns.
White tiger exhibit
Legislature mandates governance study to increase level of self-sufficiency in Zoo appropriations language, which increased base level state funding by \$1.7M per year to \$7.1M annually.
Legislature approves \$800,000 deficit funding for zoo operations.

2000 Wells Fargo Family Farm, a major new exhibit, opens in July.
Lee Ehmke assumes duties as the sixth director of the Zoo on August 28, 2000

Mission

In June 1987, the Minnesota Zoological Board adopted a Long-Range Plan. The plan provided our Minnesota Zoo's guiding vision for the subsequent 5-10 years. Central to the Long-Range Plan was the mission statement that still guides all Minnesota Zoo activities...

...To strengthen the bond between people and the living earth.

Vital Purposes

Our Zoo's vitality comes from effectively combining conservation, education and recreation in every Minnesota Zoo experience. Our Minnesota Zoo is a high quality and respected conservation, education and recreation organization. Our Zoo provides fun and exciting activities and programs for people of all ages and backgrounds to encourage a stewardship ethic, an appreciation for the rich diversity of the living earth, and conservation action.

Conservation

Our Minnesota Zoo's animal conservation programs will serve as *genetic insurance policies* to ensure species survival. Our Zoo will be a worldwide leader for both captive and in-situ efforts. Our Zoo will also be directly involved with local and global conservation programs aimed at habitat preservation for threatened and endangered species. Consistent with our Zoo's conservation principles, our Zoo will manage its operations and future expansion in ways that preserve and enhance the site and minimize environmental impact. The Conservation Plan, Collection Plan and Facilities Master Plan will provide guidance and priorities for decisions regarding future exhibit renovation and additions and the appropriate use of Zoo resources and facilities.

Care for the animal collection must meet the highest professional and ethical standards and will not be compromised for any reason. The animal management criteria *strengthen the bond between people and the living earth* by meeting the animals' needs for health, space and diet and by promoting reproductive requirements. Our Minnesota Zoo's continued accreditation by the American Zoo and Aquarium Association (AZA) is predicated on meeting the highest professional standards of animal care and facility management.

Education

Education at our Zoo is a source of fun and encourages conservation action. Our Minnesota Zoo is committed to informing our guests about the interrelationships between humankind and the environment. Education expands our guests' awareness of historical, current and future environmental issues. Programs demonstrate that all species have a right to survive and thrive and suggest how we can all effect change by becoming personally involved with conservation efforts. Our Minnesota Zoo education efforts provide knowledge and foster the development of values related to endangered and threatened species, habitat preservation and environmental stewardship.

The breadth and depth of Zoo education programs have been greatly enhanced through our partnership with Independent School District 196 and the City of Apple Valley to establish the School of Environmental Studies at the Minnesota Zoo (SES). SES provides innovative interdisciplinary education experiences for 400 high school juniors and seniors. Minnesota Zoo staff serve as adjunct faculty and mentors and our Zoo site, exhibits, living collection and network of resources make unique contributions to what has become an exceptional educational partnership.

Recreation

Through recreational activities, our Zoo carries out its conservation and education mission and also generates vital support. As a recreation resource for all Minnesotans and a regional tourist attraction, our Zoo makes valuable contributions to the culture and economy of the state. Our Zoo's plant and animal collection and its physical facility incorporate fun into Zoo experiences that are rich in education and conservation, creating dynamic year-round guest experiences. Activities throughout the year support and promote the use of the facility during other seasons. The objective is to increase attendance and program participation throughout the year, taking full advantage of the strength of our Minnesota Zoo as a four-season resource.

The success of recreation programs will be measured by their relevance to our Zoo's mission and their potential to generate revenue and attendance. A major objective is to increase the net earned revenues for our Minnesota Zoo. Revenue-generating programs will support a significant portion of the Minnesota Zoo's annual operating budget. Our Zoo's revenue generating activities, such as the gift store and the monorail, will continue to improve guest service, efficiency and profitability.

Governing
Authority

MINNESOTA ZOO BOARD ROSTER -- 2/13/01

Member/Mailing Address	Phone/Fax/email	Term	Committees
John C. Appel Dain Rauscher 50 So. 6th St., 19th Floor Minneapolis, MN 55402-4422	W: (612) 371-2748 Connie: (612) 371-2223 Fax: (612) 371-7951 Home: (952) 944-2387	1/94- 1/02 (B)	Long Range Planning
Warren Bielke 2232 W. Lake of the Isles Pkwy. Minneapolis, MN 55405	cell: 612 308-8267 Fax: (612) 377-7099 Home: (612) 377-7101	1/99- 1/03 (B)	Executive Long Range Planning CHR
Eleanor R. Crosby 1612 Willow Drive Long Lake, MN 55356	H: (952) 473-1141 Car: (612) 414-4296 Fax: (952) 473-7673	7/99- 1/03 (G)	Long Range Planning Development
Edward N. Dayton 445 Lake, Suite 222 Wayzata, MN 55391	W: (952) 473-0341 (Risa) Fax: (952) 473-1546 Home: (952) 476-2520	7/99- 1/03 (G)	Long Range Planning Development
Judi E. Deming 10812 Glen Wilding Lane Bloomington, MN 55431	W: (612) 375-1131 Fax: (952) 375-0102 Home: (612) 888-2283	5/00- 1/04 (G)	Community Relations
Gary C. Fink HealthCare Strategies 608 2nd Ave. So., #370 Minneapolis, MN 55402	W: (612) 337-1020 Scott 337-1041 Fax: (612) 339-7687 Home: (612) 927-9341	1/01- 1/05 (B)	
John G. Forsythe EcoLab, Inc. 370 N. Wabasha St. Paul, MN 55102	W: (651) 293-2642 Karen: (651) 293-2515 Fax: (651) 225-3176 Home: (952) 432-5406	2/94- 1/02 (B)	Community Relations
Mary Jane Hauser 1540 Bohns Pt. Rd. Wayzata, MN 55391	W: (612) 471-9552 Fax: (612) 471-9580 Home:	6/00- 1/04 (B)	Long Range Planning
Harry J. Haynsworth William Mitchell College of Law 875 Summit Ave. St. Paul, MN 55105-3076	W: (651) 290-6311 Fax: (651) 290-6426 Home: (651) 699-4294	7/99- 1/03 (G)	Governance
Charlene Jundt 2200 Huntington Pt. Rd. W. Wayzata, MN 55391	W: (952) 471-8096 Fax: (952) 471-7071 Home:	2/97- 1/02 (G)	ZB Executive Governance CHR
James P. Mayer John G. Kinnard & Co., Inc. 920 2nd Ave. So. Minneapolis, MN 55402	W: (612) 370-2765 Fax: (612) 370-2572 Home: (651) 646-5288	5/00- 1/04 (G)	ZB Finance
Laura McCarten Xcel Energy 414 Nicollet Mall, RS4 Minneapolis, MN 55401	W: (612) 330-5723 Ruth Smith Fax: (612) 330-5878 Home: (651) 695-1249	6/98- 1/03 (G)	ZB Executive Community Relations CH
Dennis McGrath McGrath Buckley Communications Counseling 284 Pelham Blvd., Suite 200 St. Paul, MN 55104	W: (651) 646-4115 Fax: (651) 603-8660 Home: (651) 603-8661	1/98- 1/02 (B)	Long Range Planning Community Relations
Eugene Merriam 77 - 121st Ave. NW Coon Rapids, MN 55448-2600	W: (763) 712-2404 Fax: (763) 712-2480 Home: (763) 757-6926	2/97- 1/01 (G)	Community Relations
Christopher Moir, M.D. Mayo Foundation 100 First St. SW Rochester, MN 55905	W: (507) 284-2623 Fax: (507) 284-0058 Home: (507) 280-6266	6/97- 1/01 (B)	Long Range Planning

MINNESOTA ZOO BOARD ROSTER -- 2/13/01

Member/Mailing Address	Phone/Fax/email	Term	Committees
Peter B. Myers Tandem Communications, Inc. 332 Minnesota St., E-1320 St. Paul, MN 55101	W: (651) 224-6747 Fax: (651) 224-6926 Home: (651) 690-1982	4/97- 2/03 (G)	ZB Executive CHR
Michael Parish Salomon Smith Barney Inc. 345 St. Peter St., Suite 1800 St. Paul, MN 55102	W: (651) 215-8490 (Kathy) Fax: (651) 215-8408 Home: (651) 482-7609	5/95- 1/04 (B)	Governance
Christine Roberts U.S. Bancorp 601 Second Ave. So., MPFP-2712 Minneapolis, MN 55402	W: (612) 973-1077 Jennifer: 973-1151 Fax: (612) 973-2447 Home: (218) 547-5781	11/91- 1/02 (G)	Community Relations
Daniel C. Rohr U.S. Bancorp 601 Second Ave. So. #2900 Minneapolis, MN 55402-4302	W: (612) 973-0405 Linda: (612) 973-0406 Fax: (612) 973-4999 Home: (612) 381-0984	1/95- 1/03 (B)	ZB Executive
Jeffrey A. Ruehle Wells Fargo Bank 55 E. Fifth St. St. Paul, MN 55101-2303	W: (651) 205-8515 Judy: (651) 205-8519 Fax: (651) 205-8538 Home: (715) 262-3742	1/98- 1/02 (B)	ZB Executive Fdn Executive
James A. Tenda Larson, Allen Weishair 220 So. 6th St., #1000 Minneapolis, MN 55402-4706	W: (612) 376-4706 Fax: (612) 376-4734 Home: (952) 432-1250	6/99 - 1/01 (G)	ZB Finance Long Range Planning
Todd A. Watchmaker KPMG LLP 90 South 7th St., #4200 Minneapolis, MN 55402	W: (612) 305-5427 DeeAnne 305-5262 Fax: (612) 305-5042 Home: (952) 925-3867	1/98- 1/02 (G)	ZB Executive ZB Finance CHR

Vacancies for Governor Appointment:

Duane Benson (not reapplying), Exec. Dir, MN Business Partnership
 Kurt BlueDog (resigned), Attorney, BlueDog Olson & Small
 Scott Meyers (resigned), CEO Alliant Tech
 Jona Turner (not reapplying), Mgr/Gov. Affairs, The Pillsbury Co.
 3 board appointments left unfilled for exceptional candidates

MINNESOTA ZOOLOGICAL GARDEN
BOARD OF DIRECTORS
STATEMENT OF OPERATING PRINCIPLES

PURPOSE OF THE BOARD

The Board of Directors is responsible for providing governance and leadership for the Minnesota Zoological Garden (MZG). It works to realize its vision for the organization, and to assure that the organization fulfills its obligation to all of its constituencies.

RESPONSIBILITIES OF THE BOARD

MISSION

The Board determines the mission of the Minnesota Zoological Garden (MZG).

GOVERNANCE AND LEADERSHIP

The Board leads the MZG to fulfill its mission. It initiates and oversees the creation and revision of the Long Range Plan, and approves the organization's strategies in relation to it. The Board develops and approves the major policies of the MZG. The Board supports the MZG's adherence to the Code of Professional Ethics and Charter & Bylaws of the American Zoos and Aquarium Association.

MANAGEMENT

The Board assures the successful functioning of the MZG by delegating operating authority to the Director / CEO, whom it annually evaluates in regard to progress in achieving the organization's mission. The Board hires, oversees and, if necessary or desirable, replaces the Director / CEO. The Director / CEO is the spokesperson for Zoo staff at meetings of the Board, brings matters that Zoo staff deem important to the Board and disseminates Board communications to Zoo staff.

FINANCIAL MANAGEMENT

The Board assures the fiscal health of the MZG by approving an annual budget, monitoring the allocation of resources and the generation of revenues. The Board annually reviews the organization's five-year financial plans as well as shorter-term plans for funding its strategies.

ADVOCACY

The Board shapes the community perception and image of the MZG through approval of its operating policies and Philosophies. The Board speaks for the Zoo publicly and articulates and endorses its mission and values.

STEWARDSHIP

The Board evaluates the quality of the MZG experience, compares its performance to that of similar organizations, and directs its work toward a goal of being ranked among the top zoos of the world.



WELCOME TO THE OFFICE OF THE

Minnesota**Secretary of State****Open Appointments**

OPEN APPOINTMENTS

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SITE MAP

SEARCH BY KEY WORD

HOME

Open Appointments FAQs

Q: What is Open Appointments?

A: The Open Appointments process is used as a clearinghouse for public openings on state agencies. It is administered by the Secretary of State, who announces vacancies to the public, refers applications to those who make the appointments, and maintains records of the memberships on the various state boards and councils.

Q: Why does Minnesota have Open Appointments?

A: The Minnesota Open Appointments Act was authorized by the legislature in 1978 to simplify and open up the appointment process. Information about the functions of the various state boards and councils and their membership is made available to the public. All persons have an equal opportunity to apply and be considered for appointment. Through participation on state boards and councils, individuals can get directly involved in the policies and services of state government.

The Minnesota Open Appointments process has become a nationwide model for citizen participation. The complete text of the act is located in Minnesota Statutes 15.0597.

Q: How do I find out about openings?

A: The Secretary of State publishes a monthly announcement of vacancies which is sent to radio and television stations, newspapers, and to any persons or organizations who are interested. Besides the vacancies, it lists the qualifications for membership, the functions and duties of the agencies, and the application deadlines. If you are interested in receiving the monthly Open Appointments announcements call (651)297-5845. The monthly announcements also appear on this Web site.

Q: Will I be paid?

A: The vast majority of positions listed in the Open Appointments announcements are volunteer positions.

Many boards and councils do pay a small per diem and expenses for attending meetings and conducting authorized activities.

Q:How do I apply?

A: Call, stop by, or write to the Secretary of State for an Open Appointments application form. Be sure to state the name of the specific board or council for which you are applying on your application. Submit the completed application to the Secretary of State.

Please remember that, in keeping with an open process, your application becomes public information once submitted.

Q: How are appointments made?

A: All applications submitted to the Secretary of State are forwarded on to those who make the appointments. These "appointing authorities" such as the governor, Minnesota state department commissioners, or agency directors may contact you for further information or interviews. Although vacancies are required to remain open for at least three weeks after they are announced, they can remain open longer. If you are appointed, you will be contacted by the appointing authority for the state board or council.

Q: How do I find out more?

A: Every November the Secretary of State publishes the Minnesota Open Appointments Annual Compilation and Statistical Report. The report includes a list of state boards and councils that are subject to the Open Appointments process. It also describes the agencies, their membership, and statistical information about appointments and vacancies made during the past fiscal year.

The annual compilation also indicates members with terms scheduled to end in January. Many of these positions may still be open for application. The Open Appointments Annual Compilation is available on this Web site or may be picked up from the Secretary of State office, 174 State Office Building, Saint Paul, Minnesota.

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APPOINTMENTS; REGISTRATION OF AGENCIES

15.0597 APPOINTMENTS TO MULTIMEMBER AGENCIES.

Subdivision 1. **Definitions.** As used in this section, the following terms shall have the meanings given them.

(a) "Agency" means (1) a state board, commission, council, committee, authority, task force, including an advisory task force created under section 15.014 or 15.0593, a group created by executive order of the governor, or other similar multimember agency created by law and having statewide jurisdiction; and (2) the metropolitan council, metropolitan agency, capitol area architectural and planning board, and any agency with a regional jurisdiction created in this state pursuant to an interstate compact.

(b) "Vacancy" or "vacant agency position" means (1) a vacancy in an existing agency, or (2) a new, unfilled agency position. Vacancy includes a position that is to be filled through appointment of a nonlegislator by a legislator or group of legislators; vacancy does not mean (1) a vacant position on an agency composed exclusively of persons employed by a political subdivision or another agency, or (2) a vacancy to be filled by a person required to have a specific title or position.

(c) "Secretary" means the secretary of state.

Subd. 2. **Collection of data.** The chair of an existing agency or the chair's designee, or the appointing authority for the members of a newly created agency, shall provide the secretary, on forms prepared and distributed by the secretary, with the following data pertaining to that agency:

- (1) the name of the agency, its mailing address, and telephone number;
- (2) the legal authority for the creation of the agency and the name of the person appointing agency members;
- (3) the powers and duties of the agency;
- (4) the number of authorized members, together with any prescribed restrictions on eligibility such as employment experience or geographical representation;
- (5) the dates of commencement and expiration of the membership terms and the expiration date of the agency, if any;
- (6) the compensation of members, and appropriations or other funds available to the agency;
- (7) the regular meeting schedule, if any, and approximate number of hours per month of meetings or other activities required of members;
- (8) the roster of current members, including mailing addresses and telephone numbers; and
- (9) a breakdown of the membership showing distribution by county, legislative district, and congressional district, and, only if the member has voluntarily supplied the information, the sex, political party preference or lack of party preference, race, and national origin of the members.

The secretary may provide for the submission of data in accordance with this subdivision by electronic means. The publication requirement under clause (8) may be met by publishing a member's home or business address and telephone number, the address and telephone number of the agency to which the member is appointed, the member's electronic mail address, if provided, or any other information that would enable the public to communicate with the member.

Subd. 3. **Publication of agency data.** The secretary of state shall provide for annual updating of the required data and shall annually arrange for the publication in the state register of the compiled data from all agencies on or about October 15 of each year. Copies of the compilation must be delivered to the governor and the legislature. Copies of the compilation must be made available by the secretary to any interested person at cost, and copies must be available for viewing by interested persons. The chair of an agency who does not submit data required by this section or who does not notify the secretary of a vacancy in the agency, is not eligible for a per diem or expenses in connection with agency service until December 1 of the following year.

Subd. 4. **Notice of vacancies.** The chair of an existing agency, shall notify the secretary of a vacancy scheduled to occur in the agency as a result of the expiration of membership terms at least 45 days before the vacancy occurs. The chair of an existing agency shall give written notification to the secretary of each vacancy occurring as a result of newly created agency positions and of every other vacancy occurring for any reason other than the expira-

tion of membership terms as soon as possible upon learning of the vacancy and in any case within 15 days after the occurrence of the vacancy. The appointing authority for newly created agencies shall give written notification to the secretary of all vacancies in the new agency within 15 days after the creation of the agency. The secretary may provide for the submission of notices required by this subdivision by electronic means. The secretary shall publish monthly in the State Register a list of all vacancies of which the secretary has been so notified. Only one notice of a vacancy shall be so published, unless the appointing authority rejects all applicants and requests the secretary to republish the notice of vacancy. One copy of the listing shall be made available at the office of the secretary to any interested person. The secretary shall distribute by mail copies of the listings to requesting persons. The listing for all vacancies scheduled to occur in the month of January shall be published in the State Register together with the compilation of agency data required to be published pursuant to subdivision 3.

If a vacancy occurs within three months after an appointment is made to fill a regularly scheduled vacancy, the appointing authority may, upon notification to the secretary, fill the vacancy by appointment from the list of persons submitting applications to fill the regularly scheduled vacancy.

Subd. 5. Nominations for vacancies. Any person may make a self-nomination for appointment to an agency vacancy by completing an application on a form prepared and distributed by the secretary. The secretary may provide for the submission of the application by electronic means. Any person or group of persons may, on the prescribed application form, nominate another person to be appointed to a vacancy so long as the person so nominated consents in writing on the application form to the nomination. The application form shall specify the nominee's name, mailing address, telephone number, preferred agency position sought, a statement that the nominee satisfies any legally prescribed qualifications, and any other information the nominating person feels would be helpful to the appointing authority. The nominating person has the option of indicating the nominee's sex, political party preference or lack thereof, status with regard to disability, race, and national origin on the application form. The application form shall make the option known. If a person submits an application at the suggestion of an appointing authority, the person shall so indicate on the application form. Twenty-one days after publication of a vacancy in the State Register pursuant to subdivision 4, the secretary shall submit copies of all applications received for a position to the appointing authority charged with filling the vacancy. If no applications have been received by the secretary for the vacant position by the date when copies must be submitted to the appointing authority, the secretary shall so inform the appointing authority. Applications received by the secretary shall be deemed to have expired one year after receipt of the application. An application for a particular agency position shall be deemed to be an application for all vacancies in that agency occurring prior to the expiration of the application and shall be public information.

Subd. 6. Appointments. In making an appointment to a vacant agency position, the appointing authority shall consider applications for positions in that agency supplied by the secretary. No appointing authority may appoint someone to a vacant agency position until (1) ten days after receipt of the applications for positions in that agency from the secretary or (2) receipt of notice from the secretary that no applications have been received for vacant positions in that agency. At least five days before the date of appointment, the appointing authority shall issue a public announcement and inform the secretary in writing of the name of the person the appointing authority intends to appoint to fill the agency vacancy and the expiration date of that person's term. If the appointing authority intends to appoint a person other than one for whom an application was submitted pursuant to this section, the appointing authority shall complete an application form on behalf of the appointee and submit it to the secretary indicating on the application that it is submitted by the appointing authority.

Subd. 7. Report. Together with the compilation required in subdivision 3, the secretary shall annually deliver to the governor and the legislature a report containing the following information:

15.0575 ADMINISTRATIVE BOARDS AND AGENCIES.

Subdivision 1. **Procedure.** The membership terms, compensation, and removal of members and the filling of membership vacancies of boards shall be governed by this section whenever specifically provided by law. As used in this section, "boards" shall refer to all boards, commissions, agencies, committees, councils, authorities and courts whose provisions are governed by this section.

Subd. 2. **Membership terms.** An appointment to an administrative board or agency must be made in the manner provided in section 15.0597. The terms of the members shall be four years with the terms ending on the first Monday in January. The appointing authority shall appoint as nearly as possible one-fourth of the members to terms expiring each year. If the number of members is not evenly divisible by four, the greater number of members, as necessary, shall be appointed to terms expiring in the year of commencement of the governor's term and the year or years immediately thereafter. If the number of terms which can be served by a member of a board or agency is limited by law, a partial term must be counted for this purpose if the time served by a member is greater than one-half of the duration of the regular term. If the membership is composed of categories of members from occupations, industries, political subdivisions, the public or other groupings of persons, and if the categories have two or more members each, the appointing authority shall appoint as possible one-fourth of the members in each category at each appointment date. Members may serve until their successors are appointed and qualify but in no case later than July 1 in a year in which a term expires unless reappointed.

Subd. 3. **Compensation.** Members of the boards must be compensated at the rate of \$55 a day spent on board activities, when authorized by the board, plus expenses in the same manner and amount as authorized by the commissioner's plan adopted under section 43A.18, subdivision 2. Members who, as a result of time spent attending board meetings, incur child care expenses that would not otherwise have been incurred, may be reimbursed for those expenses upon board authorization. Members who are full-time state employees or full-time employees of the political subdivisions of the state may not receive the daily payment, but they may suffer no loss in compensation or benefits from the state or a political subdivision as a result of their service on the board. Members who are full-time state employees or full-time employees of the political subdivisions of the state may receive the expenses provided for in this subdivision unless the expenses are reimbursed by another source. Members who are state employees or employees of political subdivisions of the state may be reimbursed for child care expenses only for time spent on board activities that are outside their normal working hours.

Subd. 4. **Removal; vacancies.** A member may be removed by the appointing authority at any time (1) for cause, after notice and hearing, or (2) after missing three consecutive meetings. The chair of the board shall inform the appointing authority of a member missing the three consecutive meetings. After the second consecutive missed meeting and before the next meeting, the secretary of the board shall notify the member in writing that the member may be removed for missing the next meeting. In the case of a vacancy on the board, the appointing authority shall appoint, subject to the advice and consent of the senate if the member is appointed by the governor, a person to fill the vacancy for the remainder of the unexpired term.

STATE OF MINNESOTA
OPEN APPOINTMENTS APPLICATION FOR SERVICE ON STATE AGENCY

All information on this form is available to the public upon request.

Agency

Name: *

(Enter name of board, council, commission or task force to which you are applying.)

Position

Sought:

(Enter type of membership position or state "member" if no specific requirements)

Applicant

Name: *

(First Name)

(Last Name)

Applicant

Address: *

(Street)

(City)

(State) (Zip)

(County)

Daytime Phone: *

E-MAIL: *

Evening Phone:

State Legislative District:

U.S. Congressional District:

* Selected information will appear on the Secretary of State's web site: www.sos.state.mn.us

STATISTICAL INFORMATION

The following information is optional and is sought for the purpose of compiling the annual report on the open appointments process pursuant to *Minnesota Statutes 15.0597, subdivision 7*.

Gender: ☐ Female
☐ Male

Political Party:

☐ Constitution
☐ Democrat-Farmer-Labor
☐ Independence
☐ Republican
☐ None or Other

Race/National Origin:

☐ African American
☐ American Indian
☐ Asian/Pacific
☐ Caucasian
☐ Hispanic
☐ Other _____

Disabled: ☐ Yes
☐ No

STATEMENT OF QUALIFICATION/INTEREST

Minnesota Statutes 15.0597 requires that the application include "a statement that the nominee satisfies any legally prescribed requirements and any other information the nominating person feels would be helpful to the appointing authority."

(may continue on the back or on attached sheets)

Did the appointing authority ask you to submit this application?

YES _____

NO _____

I, the undersigned, hereby state that I satisfy, to the best of my knowledge, all legally prescribed qualifications for the position sought.

(Signature of Applicant)

(Date)

If applicant is being nominated by another person or group, signature indicates consent to nomination. You will not receive an acknowledgement of this application but the appointing authority will notify you if an interview is desired."

MAIL THIS COMPLETED APPLICATION TO:

Secretary of State, Open Appointments
180 State Office Building, 100 Constitution Ave.
St. Paul, MN 55155-1299

SHOW IT IN PERSON TO: Room 174, State Office Building.

OR BY FAX: (651) 296-9073

Phone: (651) 297-5845

On request, this application will be made available in alternative format (for example, braille, large print, audio tape, or computer disk.)

FOR OFFICE USE: Sub by AA: _____

AA: _____

Res: _____

Trans Date: _____

oaapp97.p65 rev. 5/00

Minnesota Zoological Board

The 30-member Zoo Board is the governing body, which provides oversight to assist the Minnesota Zoo to fulfill its mission of strengthening the bond between people and the living earth.

Members may serve two consecutive terms of four years.

The Board meets four times a year; a member may be removed after missing three consecutive meetings.

Members are elected either through recommendation of the board's Governance Committee or by appointment by the Governor.

Criteria for Board Members

- Ability and willingness to make financial contributions to the Zoo.
- Willingness to assist with organizational fundraising, participate in zoo events and enthusiastically support the goals/programs of the Zoo.
- Representation by people with proven leadership skills in the corporate community and entrepreneurs.
- Cultural and gender diversity.
- Representation of communities served by the Zoo.

Expectations of Zoo Board Members

1. Commit to the mission and goals of the Minnesota Zoo by:

- ⇒ Believing in the value of zoos, which includes display and breeding captive populations.
- ⇒ Being willing to actively assist in the achievement of MZG goals.
- ⇒ Resisting pressure from groups or individuals, either within or outside the organization, who attempt to compromise the values, ideals, goals, priorities or prerogatives of the organization.
- ⇒ Imparting a personal commitment to the Zoo and its commitment to animals, conservation, education and entertainment.
- ⇒ Advocating within the community for the Zoo, its programs, activities and mission.

2. Participate in the board's mission by:

- ⇒ Working with other Board members in areas of governance, planning, fiscal oversight, management supervision, advocacy, stewardship, and organizational evaluation.
- ⇒ Respecting the authority and actions of the Board.
- ⇒ Preparing for and attending regularly scheduled Board meetings, workshops and conferences.
- ⇒ Serving as an active member of at least one committee.
- ⇒ Understanding and respecting the different roles of the Executive Director and staff and the Board.
- ⇒ Recruiting others who can effectively serve on the Board.

3. Demonstrate an ability to devote time, resources and expertise to MZG and board activities by:

- ⇒ Being informed and knowledgeable about the Zoo's overall operation, history, future challenges and industry environment.
- ⇒ Attending/participating in major Zoo functions and events.
- ⇒ Visiting the Zoo's exhibits.

Staff(s)

STAFF LIST

LEE EHMKE	EXECUTIVE DIRECTOR	FT	145,000
GINNY BENDER	EXECUTIVE 2	FT	43,535
RON TILSON	ZOO CONSERVATION DIR	FT	81,119
JIM STREATER	ZOO ANIMAL PROGRAM DIR	FT	70,637
PAT NATKO	EXECUTIVE 2	FT	39,129
ANGIE NORELL	LIBRARY/INFO SERVICES SPEC	PT	
KATHY HOLZER	MANAGEMENT ANALYST 2	FT	42,115
KRIS PETRINI	ZOO CONSERVATION MGR	FT	70,491
DEB BUDD	OFFICE & ADMIN SPEC INTERMED	PT	
JIM RASMUSSEN	VETERINARIAN	FT	56,000
KAY KAMPS	ANIMAL HEALTH TECHNICIAN	FT	27,561
JENNIFER PROM	ANIMAL HEALTH TECHNICIAN	FT	27,561
KEVIN WILLIS	ZOO CONSERVATION MGR	FT	63,517
JIM PICHNER	ZOOLOGIST	FT	49,466
TIM JUDY	ZOO KEEPER	FT	40,007
SANDY KOSLOWSKI	ZOO KEEPER	FT	40,007
JANET LONG	ZOO KEEPER	FT	36,749
JAMES NELSON	ZOO KEEPER	FT	32,740
STACI ARNOLD	ZOOLOGIST	FT	34,285
DAVE CRUZ	INTERPRETIVE NATURALIST	FT	32,113
DENISE KIECKER	INTERPRETIVE NATURALIST	FT	29,107
DIANE FUSCO	ZOOLOGIST	FT	46,834
JENNIFER BEEM	INTERPRETIVE NATURALIST	FT	39,338
MICHELLE DARSOW	INTERPRETIVE NATURALIST	FT	36,749
LYNNE HAISTING	INTERPRETIVE NATURALIST	FT	32,113
BRIAN NAGURSKI	INTERPRETIVE NATURALIST	FT	30,109
ALLAN MAGUIRE	ZOOLOGIST	FT	46,834
MARK NELSON	ZOO KEEPER	FT	40,007
DAN PETERSON	ZOO KEEPER	FT	36,749
JOHN SAMPSON	ZOO KEEPER	FT	35,684
BETH JO SCHOEBERL	ZOOLOGIST	FT	46,834
LAURA TRECHSEL	ZOOLOGIST	FT	45,644
KARLA ANDERSON	ZOO KEEPER	FT	36,749
CHRISTINE MCKNIGHT	ZOO KEEPER	FT	36,749
PASCALE SMITH	ZOO KEEPER	FT	37,793
MARIA STEINBACH	ZOO KEEPER	FT	30,923
FRED SWENGEL	ZOO KEEPER	FT	40,007
CAROL TAYLOR	ZOO KEEPER	FT	40,007
LARRY VORWERK	ZOO KEEPER	FT	40,007
CHRIS KLINE	ZOOLOGIST	FT	45,268
DEB ARNDT	ZOO KEEPER	FT	30,923
JERRY HOLZER	ZOO KEEPER	FT	40,007
JANICE LIUKONEN	ZOO KEEPER	FT	40,007
DEE DEE SCHOEBERL	ZOO KEEPER	FT	40,007
BRAD GEISZLER	ZOOLOGIST	FT	46,834
STEVE CHRISTENSON	ZOO KEEPER	FT	40,007
PAM DECORSEY	ZOO KEEPER	FT	40,007
JACKIE FALLON	ZOO KEEPER	FT	40,007
TIM HILL	ZOO KEEPER	FT	40,007
BEN HUBRED	ZOO KEEPER	FT	31,800
ROSS TAYLOR	ZOO KEEPER	FT	40,007
TONY FISHER	ZOO FARM KEEPER SUPV	FT	44,307
BRIAN BILLMEYER	ZOO FARM KEEPER	FT	30,109
DAWN LEFFEL	ZOO FARM KEEPER	FT	29,336
JASON OLSON	ZOO FARM KEEPER	FT	29,336
JOSHUA PETERSEN	ZOO FARM KEEPER	FT	30,109
KAREN POPP	ZOO FARM KEEPER	FT	29,336
SHANNON PRICE	ZOO FARM KEEPER	FT	29,336
DONNA RIECK	ZOO FARM KEEPER	FT	29,336
DEAN TREANGEN	ZOO FARM KEEPER	FT	29,336
STEVE ESTEBO	ZOOLOGIST	FT	45,268
CHRISTINE LANPHEAR	INTERPRETIVE NATURALIST	FT	38,920
MELANIE SORENSON	INTERPRETIVE NATURALIST	FT	30,109
KAREN WAHLSTROM	INTERPRETIVE NATURALIST	FT	40,007
JUDY ARMSTRONG	INTERPRETIVE NATURALIST	FT	37,981
ANNA BRENNNA	INTERPRETIVE NATURALIST	FT	29,107
RACHAEL KROOG	INTERPRETIVE NATURALIST	PT	
KEVIN WIER	INTERPRETIVE NATURALIST 2	FT	42,115

CONNIE BRAZIEL	ZOO DEPUTY DIRECTOR	FT	102,208
JAN HUWE	EXECUTIVE 2	FT	43,535
JIM REINHOLDZ	ZOO FINANCE & ADMIN SERV DIR	FT	80,304
JEFF HIGGINS	ACCOUNTING DIRECTOR	FT	59,696
MARY JO FAGRE	OFFICE & ADMIN SPEC	PT	
LARRY MALECHA	ACCOUNT CLERK	FT	33,116
LINDA MUELLER	ACCOUNTING OFFICER	FT	29,107
SHELLEY OLSON	OFFICE & ADMIN SPEC	PT	
PATTY RAYMOND	ACCOUNT CLERK	FT	33,116
SHARON SNYDER	ACCOUNT CLERK	FT	33,116
SUE SPIER	BUYER 2	FT	46,646
KEN WEISENBURGER	SAFETY ADMINISTRATOR SUPV	FT	59,696
TOM HEMISH	EMT LEAD	FT	32,280
JENNIFER LACEY	SECURITY GUARD	FT	24,638
RANDY ROEHRICK	SECURITY GUARD	PT	
ROGER ROTH	SECURITY GUARD	FT	29,817
TIM PAYNE	INFORMATION SYSTEMS TECH 4	FT	62,118
KELLY LUIKART	INFORMATION SYSTEMS TECH 1	FT	32,093
TERI WEITZ	PERSONNEL OFFICER PRINCIPAL	FT	50,196
JILL WALLIN	PERSONNEL AIDE	FT	36,164
KIM THOMAS	ZOO OPERATIONS DIRECTOR	FT	64,143
GENE BARTHEL	BUILDING MAINTENANCE SUPV	FT	55,750
RICK ANDRES	GENERAL REPAIR WORKER	FT	37,083
RANDY HEINZ	LABORER TRADES & EQUIP	FT	36,018
KEN HENNE	WELDER	FT	40,424
JOHN LOTT	PAINTER	FT	40,424
RUSSELL LUCIO	LABORER TRADES & EQUIP	FT	36,018
BILL MCELMURY	LABORER TRADES & EQUIP	FT	36,018
DOUGLAS POHLEN	GENERAL REPAIR WORKER	FT	37,083
TODD REDMAN	CARPENTER	FT	40,424
MATT THIEDING	LABORER TRADES & EQUIP	FT	36,018
ARNOLD EIDE	ELECTRICIAN	FT	41,530
MICHAEL JACKSON	ELECTRICIAN	FT	39,275
MARVIN JEFFRIES	ELECTRICIAN	FT	42,888
KIRK JOHNSON	ELECTRICIAN	FT	42,888
RAY MESSIER	ELECTRICIAN	FT	42,888
DON APPEL	POWER PLANT CHIEF ENGINEER	FT	51,469
JOHN PREVOST	ZOO LIFE SUPPORT COORD	FT	42,115
GREG BEZDICEK	ZOO LIFE SUPPORT OPERATOR	FT	40,424
ERNIE OPHEIM	ZOO LIFE SUPPORT OPERATOR	FT	40,424
ARLIN LONG	MASTER PLUMBER	FT	42,888
RICK CONRAD	LABORER TRADES & EQUIPMENT	FT	36,018
BOB LUKASON	ASST PWR PLANT CHIEF ENGINEER	FT	44,307
DAVE GONSOSKI	STATIONARY ENGINEER	FT	40,424
ROSS LEHNE	STATIONARY ENGINEER	FT	40,424
L.G. MCGREGOR	STATIONARY ENGINEER	FT	40,424
JOEL SCHWICHTENBERG	STATIONARY ENGINEER	FT	38,127
CHRIS TOWNSEND	STATIONARY ENGINEER	FT	38,127
DOUG STENDER	BUILDING MAINTENANCE SUPV	FT	42,741
JIM BIESINGER	EXHIBIT SPECIALIST	FT	45,894
TOM HOLLOWAY	EXHIBIT SPECIALIST	FT	45,894
PERRY LABELLE	EXHIBIT SPECIALIST	FT	42,303
TOM SCHILTZ	ZOO FACILITIES ADVISOR	FT	53,724
TRENT BEARD	CENTRAL SERV ADMIN SPEC INTER	FT	32,009
TOM JEFFREY	CENTRAL SERV ADMIN SPEC	FT	30,568
KAREN KLEBER DIGGS	HORTICULTURIST	FT	39,338
REBECCA MONTALBANO	HORTICULTURIST	FT	36,749
DAN KLUG	GROUNDSKEEPER	PT	
DRUE SWANSON	GROUNDSKEEPER	PT	
DOREEN VAN UDEN	GROUNDSKEEPER	PT	
KEVIN HENDERSON	ZOO SITE PRESERVATION DIR	FT	57,524
ROGER BROZ	AUTOMOTIVE MECHANIC LEAD	FT	42,888
MIKE GARDNER	AUTOMOTIVE MECHANIC	FT	39,275
MIKE KOSLOWSKI	ZOO LEAD LABORER	FT	40,424
RALPH BAUMAN	LABORER TRADES & EQUIP	FT	36,018
SCOTT BROZ	LABORER TRADES & EQUIP	FT	31,236
WAYNE DUDECK	LABORER TRADES & EQUIP	FT	36,018
BROOKS STEFFAN	LABORER TRADES & EQUIP	FT	31,236
RYAN WHITCOMB	LABORER TRADES & EQUIP	FT	31,236
AL LEFEBVRE	BUILDING SERVICES SUPV	FT	36,102

JOE CRAWLEY	GENERAL MAINTENANCE WKR	FT	30,485
ACE DILLY	GENERAL MAINTENANCE WKR	FT	22,195
ORAN EVANS	GENERAL MAINTENANCE WKR	FT	30,485
WES GRAN	GENERAL MAINTENANCE WKR	FT	30,485
JERRY HARTY	GENERAL MAINTENANCE WKR	FT	22,195
TIM INGRAM	GENERAL MAINTENANCE WKR	FT	30,485
DAN RATHBUN	GENERAL MAINTENANCE WKR	FT	30,485
PATRICIA SCHLEY	GENERAL MAINTENANCE WKR	PT	
JUDY STEINER	GENERAL MAINTENANCE WKR	PT	
JON CIESLAK	ZOO DEVELOPMENT DIRECTOR	FT	83,249
CLAIRE ROSS	EXECUTIVE 1	FT	39,129
CHRIS BALL	ZOO DEVELOPMENT OFFICER	FT	42,115
LARS ERDAHL	ZOO EDUCATION DIRECTOR	FT	55,186
ANN BENUSA	CUSTOMER SERVICE SPEC INTER	PT	
KELLY WILLIS	CUSTOMER SERVICE SPEC INTER	PT	
ANDY SPENCER	INTERPRETIVE NATURALIST SUPV 2	FT	41,217
ANDREA BURLING	INTERPRETIVE NATURALIST	PT	
DAWN DEVENS	INTERPRETIVE NATURALIST	PT	
LISA GONSALEZ	INTERPRETIVE NATURALIST	PT	
GINA GORALSKI	INTERPRETIVE NATURALIST 2	FT	32,113
BRAD NORD	INTERPRETIVE NATURALIST	PT	
GRANT SPICKELMIER	INTERPRETIVE NATURALIST 2	FT	33,220
JENNIFER WARG	INTERPRETIVE NATURALIST	FT	29,107
MARY BONNABEAU	INTERPRETIVE NATURALIST SUPV 2	FT	41,217
TARA BRECKHEIMER	INTERPRETIVE GUIDE	PT	
ELISABETH CONANT	INTERPRETIVE GUIDE	PT	
BRUCE CONNELLY	INTERPRETIVE GUIDE	PT	
LAURA EMMER	INTERPRETIVE GUIDE	PT	
ERIK GULSVIG	INTERPRETIVE GUIDE	PT	
MARC HAMPL	INTERPRETIVE GUIDE	PT	
DONNA KULENKAMP	INTERPRETIVE GUIDE	PT	
KAMARIE LIVINGSTON	INTERPRETIVE GUIDE	PT	
DAVID ROBERTS	INTERPRETIVE GUIDE	PT	
DAVID SILVESTER	INTERPRETIVE GUIDE	PT	
SHELBY SUNDSTROM	INTERPRETIVE GUIDE	PT	
MARC WACKER	INTERPRETIVE GUIDE	PT	
SHERI WHITE COMMERS	CHIEF OF VOLUNTEER SERV	FT	54,017
KATIE DAHILL	VOLUNTEER SERV COORD	FT	40,695
LUCINDA MCCANDLESS	ZOO GUEST RELATIONS DIR	FT	59,237
IVAN CLEMENTS	RECREATION FAC MARKET SPEC	FT	33,220
MARY MORENO LIEN	RECREATION FAC MARKET SPEC	FT	40,695
RICK PETERSON	RECREATION FAC MARKET SPEC	FT	46,834
JUDY THOMPSON	SPECIAL EVENTS COORD	FT	46,834
SHARON FOSTER	ZOO GUEST SERVICES SUPV	FT	55,750
NEIL COLE	CUST SERV SPEC INTERMEDIATE	PT	
REBEKKA GRONFOR	CUST SERV SPEC INTERMEDIATE	PT	
KALPANA KOTHARI	CUST SERV SPEC INTERMEDIATE	PT	
VICKI SEWICH	CUST SERV SPEC INTERMEDIATE	PT	
ANNA CHANDONNET	CUST SERV SPEC	PT	
JENNIFER CONNOR	CUST SERV SPEC	PT	
CARL DALE	CUST SERV SPEC	PT	
DENIS GARDNER	CUST SERV SPEC	PT	
TRISTI KRINGLE	CUST SERV SPEC	PT	
TIFFANY KROB	CUST SERV SPEC	PT	
CHRISTINE RASMUSSEN	CUST SERV SPEC	PT	
KATHLEEN THOM	CUST SERV SPEC	PT	
TIM WEGSCHEID	CUST SERV SPEC	PT	
JON WESSEL	CUST SERV SPEC	PT	
SCOT FREEMAN	SIGN FABRICATOR	FT	36,018
SUE LEE	ZOO RETAIL OPERATION SUPV	FT	42,741
SANDY BELDEN	CUST SERV SPEC INTERMEDIATE	FT	33,116
ELIZABETH CLAUSEN	CUST SERV SPEC	PT	
DEB DONAHOE	CUST SERV SPEC	PT	
DONNA DRANKWALTER	CUST SERV SPEC	PT	
SUSAN GARDNER	CUST SERV SPEC	PT	
DONNA LARSON	CUST SERV SPEC	PT	
BETH LEEMAN	CUST SERV SPEC	PT	
KELLY OTTO	CUST SERV SPEC	PT	
SALLY PIEPER	CUST SERV SPEC	PT	
CHERIE SCHMIDT	CUST SERV SPEC	PT	

MARK VOSSEN
GWYNN HIETALA
KELLY LESSARD-HUMAI
EUNICE HEIMANN
DONETTE KRANZ

CUST SERV SPEC
INFORMATION OFFICER 1
INFORMATION OFFICER 1
OFFICE & ADMIN SPEC PRINC
OFFICE & ADMIN SPEC PRINC

PT	
FT	35,517
FT	29,107
FT	37,166
FT	38,127

Staff Curriculum Vitae

Director / CEO	Lee Ehmke	A
Deputy Director	Connie J. Braziel	B
VP/Biological Programs	James Streater	C
VP/Finance & Admin Serv.	Jim Reinholdz	D
VP/Guest Relations	Lucinda McCandless	E
VP/Operations	Kim Thomas	F
VP/Development	Jon Cieslak	G
VP/Conservation	Ronald L. Tilson	H
Registrar/Population Analyst	Kathy Traylor Holzer	I
Animal Health Conserv. Mgr.	Kristine R. Petrini, DVM	J
Veterinarian	James M. Rasmussen, DVM	K
Life Support Systems Coord.	John F. Prevost	L

LEE C. EHMKE

2900 Thomas Avenue South, #2307
Minneapolis, MN 55416
Home: 612 285-8493
Work: 952 431-9333
E-mail: lee.ehmke@state.mn.us

Birthdate: September 10, 1957

EDUCATION:

**University of California
Berkeley, California**
Masters in Landscape Architecture
Awarded May 1988

**University of California
Hastings College of the Law
San Francisco, California**
J.D. Awarded May 1983
Admitted to California State Bar Association 1984

**University of California
Berkeley, California**
A.B. in Political Science
Awarded December 1979
Graduated with Honors and Distinction in Scholarship

EXPERIENCE:**ZOO ADMINISTRATION, ZOO DESIGN, ENVIRONMENTAL
PLANNING**

**Director/Chief Executive Officer
Minnesota Zoological Garden
Apple Valley, Minnesota Zoo**
August 2000 – Present

Direct all aspects of 500-acre Zoological Garden, with a current staff of 230+, animal collection of 350+ species (2300+ specimens), and annual budget of \$18 million.

**Director, Facilities Planning and Design
Wildlife Conservation Society - Bronx Zoo
Bronx, New York**

February 2000-August 2000

Direct all aspects of Wildlife Conservation Society Exhibit Design department, including personnel management, budget development and

tracking, and coordination of consultants and contractors. Provide design oversight and project management for all new construction and renovation of exhibits, public spaces and zoological management facilities. Represent Department at Trustee presentations, staff meetings, media events, governmental forums and donor presentations.

Associate Director, Exhibition and Graphic Arts Department

July 1997-January 2000

Assistant Director, Exhibition and Graphic Arts Department

June 1994 - June 1997

Manager of Exhibitions

May 1992 - June 1994

Exhibit Designer

July 1988 - May 1992

As a member of the Bronx Zoo's Exhibition and Graphic Arts Department, involved in conceptual planning, design development, detailed design, contract documentation, design supervision and construction management for numerous projects, including:

Congo Gorilla Forest--6.5 acre, \$43 million indoor/outdoor Central African Rainforest exhibition and associated educational facilities featuring okapis, mandrills, guenons, birds, fish, reptiles, and gorillas. Opened June 1999.

Aitken Seabird Colony--\$3 million total reconstruction of outdoor walk-through aviary with coastal habitat featuring birds of Patagonia. Opened April 1997.

Butterfly Zone--\$400,000 display and retail area exhibiting native butterflies.

World of Birds Renovation--Phased redevelopment of existing bird exhibition facility to improve animal habitats, public interpretation, and management spaces. 1993 - 1997.

Elk Range and Kodiak Bear Exhibit Renovations--City-funded reconstruction of existing habitats to improve animal environments and public interpretive areas. Completed 1993.

Baboon Reserve and African Market--5 acre complex including a mixed species habitat for gelada baboons, hyrax, ibex and waterfowl and an associated public plaza with food, gift and interpretive components. Opened 1990.

Zoo Center Elephant, Rhino and Tapir Exhibits--New outdoor habitats developed as part of renovation of historic Elephant House into Zoo Center. Opened 1989.

California State Coastal Conservancy

Oakland, California

December 1985 - June 1987

As a member of the agency's Enhancement Program, worked on all aspects of habitat restoration projects, including graphic production, staff

report preparation, coordination of grant recipients, consultants and agencies, and contract/specifications preparation.

ZOOLOGICAL DESIGN CONSULTATION

El Picacho Zoo

Tegucigalpa, Honduras

2000 - Developed Concept Master Plan for Honduran National Zoo as member of Zoo Conservation Outreach Group (ZCOG) team.

Entebbe Wildlife Education Centre

Entebbe, Uganda

1991 - Co-authored Master Plan for redevelopment of Entebbe Zoo (funded by USAID).

1993/1994 - Designed and oversaw construction of new exhibits for hoofed animals, shoebill storks and chimpanzees.

1997 - Updated Master Plan.

Nairobi Safari Walk

Kenya Wildlife Service Headquarters

Nairobi, Kenya

1993/1995 - Developed Master Plan for converting Nairobi Animal Orphanage into a public education center featuring naturalistic live animal exhibits and interpretive pathways and boardwalks entering Nairobi National Park. Assisted Kenya Wildlife Service in selection and briefing of local architectural firm to develop construction documents.

1996/1997 - Assisted Kenya Wildlife Service and Symbion Architects in developing detailed plans and interpretive programs.

Kansas City Zoological Gardens

Kansas City, Missouri

1996 - Developed concept plans for proposed satellite education/exhibition facility.

Binder Park Zoo

Battle Creek, Michigan

1994 - Member of design team preparing concept plan for 50 acre "Wilds of Africa" exhibit.

San Francisco Zoological Gardens

San Francisco, California

1986/1988 - Assisted the Portico Group Architects and Landscape Architects in site analysis, programming and production of a Master Plan for the San Francisco Zoological Society. Participated in workshops and presentations to the Society Board of Directors.

LAND USE LAW

May 1984 - January 1987

Member, California State Bar Association (currently inactive)

Acted as legal counsel for individual and organizational clients.
Performed legal research and writing and made court appearances for several agencies and law firms including:

California Coastal Commission
Shute Mihaly and Weinberger
Sierra Club Legal Defense Fund

PUBLICATIONS:

Stream Restoration: A Little Goes a Long Way, **Waterfront Age**, Fall 1986

The Age of Aquaria, **Waterfront Age**, Summer 1987

Design Considerations for Baboon Reserve, **Conference Proceedings, Association of Zoological Horticulture**, 1990

Congo Gorilla Forest: It's All in the Details, **National Conference Proceedings, American Zoo and Aquarium Association (AZA)**, 1999.

ACTIVITIES AND AWARDS:

Board of Advisors, Ventana Wilderness Society, Big Sur California

Professional Fellow, American Zoo and Aquarium Association

Congo Gorilla Forest: American Association of Museums (AAM)

Excellence in Exhibition Award, 2000; New York City Commission for the Arts Award for Excellence in Design 1996.

Butterfly Zone: AZA Annual Exhibit Award 1997.

Baboon Reserve and African Market: AZA Annual Exhibit Award 1991. Print Casebooks Award 1991.

Zoo Center Elephant and Rhino Exhibits: AZA Significant Achievement Award, Exhibits 1990. Print Casebooks Award 1990.

CONNIE J. BRAZIEL

4294 Thornhill Lane
Vadnais Heights, MN 55127

(651) 426-8190 (Home)

(612) 431-9303 (Work)

e-mail: connie.braziel@state.mn.us

PROFESSIONAL EXPERIENCE

August 2000 - Present

Deputy Director
Minnesota Zoological Garden

Serve as Deputy Director for the Minnesota Zoo. Direct and manage all operations and activities of the Minnesota Zoo. Responsible for planning and directing the work force of 200-400 employees and 500 volunteers. Annual operating budget of \$18 million. Capital facilities, equipment, animal and plant collection is valued in excess of \$100 million. Clientele includes over one million annual visitors, 30 member Zoo Board, Minnesota Zoo Foundation, donor community and Minnesota Legislature.

January 1999 - August 2000

Acting Director and Chief Operating Officer
Served as Interim Chief Executive Officer for the Minnesota Zoo.

September 1997 - January 1999

Deputy Director, Chief Operating Officer
Minnesota Zoological Garden

Served as Chief Operating Officer for the Minnesota Zoo. Direct responsibility for managing all programs and operations of the Zoo including animal programs, education, sales and marketing, guest services, finance, human resources, volunteers, construction and maintenance, horticulture and exhibit design. Primary staff person responsible for legislative relations.

July 1991 - September 1997

Director of Operations
Minnesota Zoological Garden

Responsible for directing and managing all aspects of new construction, maintenance, horticulture, exhibit design, finance, human resources, volunteers and guest services. Most significant accomplishment was construction of \$27 million Discovery Bay and \$8 million Imation Imax Theatre, and in excess of \$1.5 in food service improvements.

January 1989 - February 1991

Assistant Commissioner
Jobs, Opportunities and Insurance
Department of Jobs and Training

Responsible for managing the Employment Service, Unemployment Insurance Program, Job Training Partnership Act (JTPA), and Dislocated Worker Program. Included responsibility for overseeing the service delivery of the above programs in approximately 53 area offices across the state, as well as the central administration of these programs. Included direct responsibility for 950 employees, administrative budget of approximately 46 million dollars and overall budgetary responsibility in excess of 650 million dollars (includes UI benefits).

Responsible for developing relationships with the Legislature, Governor's Job Training Council, Service Delivery Areas (SDAs), Minnesota's Congressional Delegation, organized labor and the business community in communicating issues related to the programs administered by the Minnesota Department of Jobs and Training.

August 1985 - January 1989

Assistant Commissioner
Administrative and Technical Services
Department of Jobs and Training

Responsible for overseeing the internal administrative support services of the Minnesota Department of Jobs and Training which included Personnel, Labor Relations, Training and Development, Data Processing, Administrative Services, Budget and Financial Services. Included staff of approximately 220 and budget of 15 million dollars.

December 1984 - August 1985

Assistant Commissioner
Department of Administration

Responsible for managing Agency Services Bureau which included Minnesota Office of Volunteer Services, State Employee Assistance Program, Materials Management, Procurement, Printing and Mailing Services and Travel Management.

August 1983 - December 1984

Administrative Services Bureau Manager
Department of Administration

Responsible for managing Personnel, Labor Relations, Training, Financial Services, Employment Assistance, and Volunteer Services.

May 1979 - August 1983

Assistant to the Commissioner
Department of Administration

Responsible for Biennial Budget preparation, testimony to Legislature and follow-up. Also had primary responsibility for Department's overall goals planning process and numerous special projects as assigned by the Commissioner.

December 1975 - May 1979

Assistant to Vice President
Metropolitan State University

Responsible for assisting Vice President in managing Administrative Services of the University in such areas as financial management, publications, contracting, support services, and facilities management. Had direct responsibility for Personnel Management from December 1975 to February 1977.

REFERENCES

Kathryn Roberts, Ph.D.
Vice President Programs
Minneapolis Foundation
(612)672-3824

John Apitz, Attorney
Messerli & Kramer, P.A.
(612)228-9757

Jeff Ruehle
Norwest Bank Minnesota
Regional Commercial Banking Manager
Vice President
(651)205-8515

Peter Hutchinson, President
Public Strategies Group, Inc.
(651)227-9774

James H. Streater
(612) 823-0447

JAMES H. STREATER
731 East 36th Street
Minneapolis, Minnesota 55407
612-823-0447

ACHIEVEMENTS

MANAGEMENT

As Vice President of Biological Programs

- Oversees hiring and supervision of 80+ staff, including Managers, Zoologists, Animal Health personnel, Zookeepers, Interpretive Naturalists, Marine Mammal and Bird Trainers, Registrar, Librarian and clerical support dealing with the Zoo's animal collection.
- Participates as a key member of the Zoo's senior management team.
- Oversees management of annual budgets of \$3,700,000.00.
- Oversees management of the animal collection containing 2900 specimens representing 399 species.
- Oversees Minnesota Zoo participation in AZA conservation programs and personally serves on the Sun Bear SSP Advisory Committee.
- Oversees Minnesota Zoo participation in the Dolphin Breeding Consortium.
- In 2000, successfully opened the Wells Fargo Family Farm which has garnered national and international acclaim for its innovative approach to agricultural education and exhibition, and which also features the world's first public exhibition of cloned animals.

As Mammal Conservation Manager, Minnesota Zoo

- Hires and supervises 30 full-time, plus intermittent, seasonal and contracted staff in zoo areas exhibiting mammals, reptiles, amphibians and terrestrial invertebrates.
- Creatively manages the Zoomobile environmental education outreach program.
- Effectively manages annual budgets of \$1,500,000.
- Oversees use of capital facilities and equipment valued in excess of \$40,000,000.
- Effectively manages an animal collection in excess of 96 species and 600 specimens, including 11 species considered endangered, and 8 in Species Survival Plans.
- Serves as the Minnesota Zoo institutional representative to the North American Fauna Interest Group, the Bear and Antelope Taxon Advisory Groups, and the Sun Bear Species Survival Plan.
- Creatively led a team of interdisciplinary zoo employees, architects and agricultural volunteers in design and development of a \$4,500,000 Farm Exhibit that will tell Minnesota's past, present and future agricultural stories to a new generation of citizens totally lacking in agricultural "roots."
- In the successful *Campaign for the Minnesota Zoo*, served as spokesperson for the Family Farm before numerous potential foundation, corporate and private donors.
- Represented the Minnesota Zoo on *Almanac* during the twentieth birthday celebration.

As Curator of Interpretive Animal Programs, Minnesota Zoo

- Hired and supervised 15 full-time, 15 seasonal, and 6 contracted staff in the zoo's four interpretive animal areas: Zoolab (a hands-on interactive learning environment), Zoomobile (environmental education outreach), Children's Zoo, and World of Birds Show (environmental education utilizing

James H. Streater
(612) 823-0447

- free-flight birds performing natural behaviors).
- Effectively managed annual budgets of \$780,000.
- Oversaw use of capital facilities and equipment in excess of \$3,000,000.
- Repeatedly recognized for exceeding annual management goals and objectives for environmental education outreach. Through aggressive marketing and public relations, led expansion of the Zoomobile program from a two vehicle/naturalist program in 1990, that reached 57,000 people and earned \$17,000, to a program in 1995 featuring four vehicles/naturalists, with 107,000 people reached and 71% of program costs generated through user fees and grant solicitation.
- Creatively designed physical facilities (Zoolab and Zoo Theater) for interpretation of environmental/conservation issues by staff naturalists and volunteers utilizing live animals in their presentations.

As Director, Vollrath Park Zoo, Sheboygan, Wisconsin

- Interfaced with City and County governments and non-profit Zoological Society, in long-range planning for a new zoo.
- Founding member of the Wisconsin Zoo Associates, a state-wide support and advocacy group for public and private zoos in the State of Wisconsin.

PROGRAM DEVELOPMENT

- Integrated, with quality control, a core of over 500 volunteers into zoo interpretive animal programs.
- Developed and guided interpretive revenue generating activities earning in excess of \$170,000 annually.
- Conceived and led team in development of a unique, cost-effective, Early Childhood Environmental Education outreach program, and initiated long-term school residency partnerships for effective program delivery.
- Oversaw numerous visitor surveys for analysis and improvement of program delivery in all visitor interactive areas supervised.

PARTNERING

- Served on the Steering and Idea Committees for the 1999 Annual Conference of the American Association of Zoos and Aquariums.
- Leader of the Minnesota Zoo Farm planning team.
- Participant in the Collection and Conservation Planning Teams.
- Member of the former Education Sub-committee of the Minnesota Zoo's Board of Directors.
- Served as Minnesota Zoo advisor to the Dakota County Technical College, Animal Care Program.
- Facilitated inter-divisional cooperation in program offerings, promotion, and delivery, effectively saving the zoo money, creating a sense of teamwork across divisional lines, and increasing overall program offerings and quality for the client.

CAREER

- Served as a Volunteer in Service to America.

James H. Streater
(612) 823-0447

- Taught at the high school and middle school levels.
- Worked as a field biologist for the U.S. Department of Interior in Alaska.
- Elected to serve as Secretary and Vice-president for the Wisconsin Zoo Associates.
- Awarded a career development grant by the State of Minnesota. Coordinated Minnesota/Belize, Middle School mahogany reforestation project in Belize, Central America.

EMPLOYMENT

1999-present	Minnesota Zoological Garden Vice President of Biological Programs
1996-1999	Minnesota Zoological Garden Mammal Conservation Manager
1994-1995	Minnesota Zoological Garden Curator, Interpretive Animal Programs
1990-1994	Minnesota Zoological Garden Zoomobile Supervisor
1988-1990	Minnesota Zoological Garden Interpretive Naturalist
1977-1988	Minnesota Zoological Garden Zookeeper
1976-1977	Hopkins Public Schools, Hopkins, Minnesota Substitute Teacher
1970-1976	Vollrath Park Zoo, Sheboygan, Wisconsin Director
1969-1970	North High School, Sheboygan, Wisconsin Teacher

EDUCATION

- B.A., Education/Zoology
Lawrence University, Appleton, Wisconsin
- Graduate Courses, Education
University of Oregon, Eugene, Oregon
- School for Professional Management Development of Zoo and Aquarium Professionals
American Zoo and Aquarium Association, Wheeling, West Virginia
- State of Minnesota Supervisory and Managerial Core Training
Capitol Complex, St. Paul, Minnesota

James Reinholdz

2950 Northview Drive
Minnetrista, MN 55364

Business (952) 431.9309
Home (952) 446.1723

Qualifications:

A results oriented and self motivated individual, with successful finance and administrative services management experience. Proven ability to negotiate, manage, and provide leadership in the development and implementation of complex organizational activities.

Highly developed communications skills including preparation and delivery of written communications and verbal presentations designed to instruct, influence and motivate. Able to successfully communicate with individuals at all levels of organizations.

Professional Experience:

Vice President for Finance and Administrative Services Minnesota Zoo. Apple Valley, Minnesota 9-98 to present.

- Responsible for the management of budgeting, finance, purchasing, risk management, human resources, government relations, and information technology activity of the Minnesota Zoo.
- The MN Zoo has an annual budget in excess \$17 million dollars.
- Serve on the eight member management team responsible for establishment and implementation of operational plans and strategic directions of the MN Zoo.
- Division budget in excess of \$1 million, management oversight for division staff of 18.
- Responsible for the development of the agency annual budget and capital budget including development of budget guidelines and the management of the allocation decision process.
- Labor relation director with responsibility for representing agency in statewide and agency specific negotiations.

Senior Fiscal Analyst Minnesota House of Representatives. St. Paul, MN 9-91 to 9-98.

- Responsible for providing management level financial and policy analysis services.
- Duties included review, analysis, and evaluation of major state agencies' operations, including operating and capital budgets.
- Responsible for evaluation of the effectiveness of agency programs, policies, and procedures, assess competing funding demands among agencies and programs, and recommending funding priorities.
- Provided legislative decision makers with recommendations on appropriateness of budget proposals for operations and financing of state agencies with a combined biennial budget of over \$1 billion dollars.
- Responsible for the facilitation of the budget review and policy development process regarding major environmental issues before the MN legislature.

Senior Grant and Contract Administrator University of MN, Office of Research and Technology Transfer. 5-91 to 9-91.

- Responsible for negotiation of terms of agreements and administration of awards for sponsored projects.
- Aided departments in preparing grant application package and budgets, and reviewed applications for appropriate budgetary practices.
- Reviewed and approved expenditures and awards for compliance with University and sponsor

agency policy and fiscal requirements. Included facilitation of negotiation with University administration, faculty, funding agency, and government officials regarding projects.

Program Operations Section Supervisor

Minnesota Department of Jobs and Training, St. Paul, MN. 3-80 to 5-91.

- Progressively advanced to position of program operations supervisor, with managerial responsibilities for resource allocation, policy and budget development, and program administration.
- Directed the preparation of internal organization systems and program operations. Responsible for selecting, supervising and motivating a staff of twelve professionals.
- Responsible for overseeing development of legislative financial and policy initiatives; and the lobbying of the Minnesota legislature on the promotion of the those initiatives.

Education: Bachelor of Arts, Business Administration
Gustavus Adolphus College
St. Peter, MN

References: See attached.

7759 142nd Street West • Apple Valley, MN 55124
Phone 952-431-9207 • Fax 952-431-9300 • E-mail lucinda.mccandless@state.mn.us

Lucinda M. McCandless

Professional experience

1979 - Present Minnesota Zoological Garden Apple Valley, MN
1999 - Present Vice President, Guest Relations
▪ Sales (Corporate, Travel & Tourism, Groups) Promotions, Concerts,
Special Events, Retail Merchandising, Guest Services
1992-1999 - Management Analyst 3
1991-1992 - Management Analyst 2 Supervisor
1984-1991 - Office Services Supervisor 3
1983-1984 - Office Services Supervisor 2
1982-1983 - Office Services Supervisor 1
1980-1982 - Clerk 4 Supervisor
1978-1980 - Admission Gift Store Clerk, Clerk 2, Clerk 3, Clerk 4
▪ Additional Service Positions: Value Vision Int., MC Inc.

Additional professional activities

1998-2000 American Zoo & Aquarium Association Annual
Conference Program Committee Advisor
1999 American Zoo & Aquarium Association Annual Conference
Chair

Professional memberships

Current: American Zoo and Aquarium Association
International Association of Amusement Parks and Attractions
Minnesota Employee Recreation & Services Council
Greater Minneapolis Convention and Visitors Association
St. Paul Convention & Visitors Bureau
Past: Society of Consumer Affairs Professionals in Business
Board of Directors - Membership Chair

Education

1976 University of Wisconsin
Bachelor of Science Degree

8144 Upper 146th Street West
Apple Valley, MN
55124

Phone (952) 891-5356
E-mail kim.thomas@state.mn.us

Kim Thomas

Education

1979 - 1984

University of Minnesota

St. Paul, MN

Bachelor of Science/ College of Agriculture

- Major emphasis in Horticulture
- Recipient of the Leon C. Snyder Scholarship- 1984

Professional experience

1998 -present

Minnesota Zoological Gardens Apple Valley, MN

Vice President of Operations

- Responsible for the management of all operational functions of the agency.

1997-1998

Horticulture Conservation Manager

- Responsible for managing all aspects of the Zoo's Horticulture program.

1997

Zoo Projects Supervisor

- Responsible for early design and management of the Zoo's Wells Fargo Family Farm exhibit.

1993-1997

Zoo Horticulture Curator

- Manage, maintain and develop both interior and exterior plant areas, at the Zoo.

1985-1993

Zoo Horticulturist

- Provide planning and maintenance for all Zoo landscapes.

1980-1985

Intermittent Groundskeeper

- Provide maintenance for all Zoo landscapes.

957 Lincoln Avenue
Saint Paul, Minnesota 55105

Home (651) 290-9149
Office (952) 431-9389

Resume
of
Jon C. Cieslak

EDUCATION

A.B., History, Princeton University, Princeton, New Jersey, 1971

J.D., Northwestern School of Law of Lewis and Clark College, Portland, Oregon, 1979

Certificate, University of St. Thomas, The Center for Non-profit Management, "Art of Fundraising," 1995

Certificate, St. Paul Foundation Planned Giving School, 1998

PROFESSIONAL EXPERIENCE

- 1995- Vice President, Development, Minnesota Zoological Garden. Managed development staff and volunteers in multi-year capital campaign, annual fund operations, special event fundraising and planned gifts. Principal staff to chair, Minnesota Zoo Foundation.
- 1984-1995 Judge Advocate, U.S. Army Judge Advocate General's Corps. Military general counsel to the Adjutant General and Minnesota Department of Military Affairs. Practice including state and federal contracts, real estate, environmental law, construction, and employment law. Liaison with the U.S. Department of Justice and Minnesota Attorney General's Office. Ethics Counselor. Developed and coordinated departmental legislative process. Provided general legal assistance including estate planning.
- 1980-1983 Labor-Management Relations Officer, State of Minnesota, Department of Military Affairs. Legal advisor to the Adjutant General of Minnesota in labor and employment law.
- 1971-1976 Personnel Officer, U.S. Army Adjutant General Corps. Assignments in personnel management, human relations, equal employment opportunity, public affairs, and recruiting operations. (Berlin, Germany 1972-74).

MEMBERSHIPS

Minnesota State Bar Association
Oregon State Bar
Ramsey County Bar Association
American Zoo and Aquarium Association
Rotary Club of Saint Paul

COMMUNITY ACTIVITIES

Member, Board of Directors, Minnesota Chorale
Member, Board of Directors, St. Paul Area Council of Churches
Member, Board of Directors, Military Historical Society of Minnesota
Member, National Annual Giving Committee, Princeton University
Member, Faculty Advisory Council, Officer Education Program (R.O.T.C.),
Princeton University
Chair, Great Plains Section, Princeton Annual Giving (Alumni annual giving
campaign in nine mid-western states)
Member, (1997-1998) Executive Committee, Capital Campaign, St. Paul Area Council of
Churches
Past President, (1979-1984) Princeton Alumni Association of the Northwest
(Minnesota and the Dakotas)
Member, (1989) Saint Paul Fundraising Steering Committee, United Arts
Vice Chair, (1990-1993) Greater East Side District Committee, Indianhead Council, Boy
Scouts of America, Solicitor, Annual Friends of Scouting Campaign
Member, (1993) Community Relations Committee, Minnesota State Bar Association

RONALD LEWIS TILSON

Institutional Affiliation:

Minnesota Zoo

13000 Zoo Boulevard
Apple Valley, MN 55124-8199
Telephone: (612) 431-9267
Fax: (612) 431-9452

Titles:

	Vice	President,
Conservation, Minnesota Zoo		
Director, Tiger Information Center		
Coordinator, AZA Tiger SSP		
Faculty, Conservation Biology, U MN		
Faculty, Fisheries & Wildlife, U MN		

Professional Experience:

- 1995 - Present Project Director, Sumatran Tiger Project. An international collaboration with the Ministry of Forestry, Indonesia, multi-lateral and international conservation NGO's. Annual budget of about \$450,000.
- 1995 - Present Director, Tiger Information Center. Coordinate development and operation of the world's largest tiger conservation web site (<http://www.5tigers.org>).
- 1994 - Present Chair, Southeast Asian Programs of the IUCN/SSC Conservation Breeding Specialist Group (CBSG). Coordinate the Tiger Global Conservation Strategy and other CBSG conservation activities in Southeast Asia as requested by the Chairman.
- 1992 - 1994 Project Coordinator, Zoological Parks Organization of Thailand (ZPO) through the IUCN/SSC CBSG Office. Coordinated a multi-disciplinary international team to develop conservation masterplans for the national zoos of Thailand.
- 1990 - Present Director of Conservation, Minnesota Zoo. Supervise local, national & international conservation programs vital to the zoo & all endangered species programs. Current position at the Minnesota Zoo.
- 1986 - 1989 Director of Biological Programs, Minnesota Zoo. Responsible for 90 full-time & 45 seasonal employees, a \$4.2 million budget & a 1,700 animal collection.
- 1981 - 1986 Research Curator, Oklahoma City Zoo (1981-83) and Research Biologist, Minnesota Zoo (1984-86). Directed zoo research & conservation activities.
- 1976 - 1980 Research ecologist, Namib Desert Research Institute, Gobabeb, Namibia.
- 1970 - 1976 Ph.D. candidate in community ecology, U of California, Davis. Field sites in India (Assam) and Mentawai Islands, Indonesia.
- 1971 - 1973 Conservation consultant for Smithsonian Institute's International Affairs Office, Washington, DC. in Morocco, Pakistan and India.
- 1968 - 1969 Peace Corps, Entomologist (World Health Organization), Kuala Lumpur, Malaysia.

1962 - 1964 U.S. Marine Corps.

Education:

B.S./M.S. Entomology/Zoology, University of California, Davis, 1967 & 1968

Ph.D. Ecology, University of California, Davis, 1976

Post Doctoral Conservation Biology, Desert Ecological Research Institute, Namibia, 1976/80

Professional Appointments:

1993 - Present Member, AZA Field Conservation Committee

1992 - Present Coordinator, IUCN/SSC CBSG Tiger Global Conservation Strategy (GCS)
Coordinator, AZA Tiger Species Survival Plan (SSP)
Coordinator, IUCN/SSC CBSG 'Adopt-A-Park' Program

1990 - Present Co-coordinator, IUCN/CBSG Southeast Asia Faunal Interest Group (FIG)
Member, AZA Felid and Canid Taxon Advisory Groups (TAG)
Member, AZA Research Coordinator's Committee
Member, IUCN/SSC Conservation Breeding Specialist Group (CBSG)
Advisor, AZA Asian Primate Taxon Advisory Group (TAG)
Faculty (Associate Professor), Conservation Biology, University of Minnesota

1987 - Present Faculty (Professor), Fish and Wildlife Conservation, University of Minnesota
Member, IUCN/SSC Cat Specialist Group

1980 - Variable Book Reviews Editor, *Journal of Zoo Biology* (1987-93)
Co-coordinator, AZA Tiger SSP for Siberian tigers (1987-92)
Co-coordinator, AZA Gibbon Species Survival Plan (SSP) (1990-1996)
Coordinator, AZA Southeast Asia Interest Group (FIG) (1990-95)
Member, University of Minnesota's Animal Care Committee (1985-88)
Coordinator, Inter. Symposium on World Conservation Strategies for Tigers (1986)
Member, IUCN/SSC Asian Primate Specialist Group (1985-present)
Member, IUCN/SSC Hyena Specialist Group (1980-present)
Assistant Professor of Zoology, (Adj.) Univ. of Oklahoma (1980-82)
Assistant Professor of Zoology, (Adj.) Oklahoma State University (1980-82)
Assistant Professor of Biology, (Adj.) Texas Christian University (1981-82)

Coordinator of International Workshops (1992 - present):

Primary responsibility for securing funds (\$15,000-25,000 per workshop), preparing the briefing book, facilitating the workshop, and producing and distributing the workshop report.

- Indonesian PKA Javan Tiger Symposium, Jogakarta, November 1999
- Indonesian PKBSI Sumatran Tiger Masterplan, Bogor, Indonesia, April 1997
- CAZG South China Tiger Masterplan, Chongqing, China, November 1995
- Thai ZPO Indochinese Tiger Masterplan, Khao Kheow Open Zoo, Thailand, July 1995
- CAZG South China Tiger Masterplan, Suzhou, China, April 1995
- IUCN/SSC CBSG Saigon Zoo Masterplan, Ho Chi Minh City, Vietnam, April 1995

- Indonesian PKBSI Sumatran Tiger Masterplan, Bogor, Indonesia, January - February 1995
- Indonesian Primate Society/CBSG Gibbon PHVA/Primate CAMP, Bogor, Indonesia, May 1994
- Thai ZPO/CBSG Gibbon PHVA, Khao Yai National Park, Thailand, April 1994
- Indonesian PKBSI Sumatran Tiger Masterplan, Bogor, Indonesia, February 1994
- Indonesian PHPA/CBSG Sumatran Rhino PHVA, Bandar Lampung, Indonesia, November 1993
- Indonesian PHPA/CBSG Asian Elephant PHVA, Bandar Lampung, Indonesia, November 1993
- Indonesian PHPA/CBSG White-winged Wood duck PHVA, Lampung, Indonesia, Nov. 1993
- Indonesian PHPA/CBSG Orangutan PHVA, Medan, North Sumatra, Indonesia, January 1993
- Indonesian PHPA/CBSG Sumatran Tiger PHVA, West Sumatra, Indonesia, November 1992
- Indonesian PKBSI Sumatran Tiger Regional Captive Breeding, Indonesia, November 1992
- IUCN/SSC CBSG Tiger Global Animal Survival Plan, Edinburgh, Scotland, July 1992

Field Experience:

I have lived seven years in the field, mostly in Southeast Asia and Africa: 1969 Malaysia (11 mos.); 1970 Indonesia, Malaysia, Thailand, Laos, Cambodia, Myanmar, India, and Nepal (12 mos.); 1971 India and Morocco (2 mos.), Indonesia (1 mo.); 1972 Pakistan (2 mos.); Assam, India (2 mos.); 1973 Thailand (1 mo.); 1973-1974 Mentawai Islands, Indonesia (21 mos.); 1976-1979 Namibia (39 mos.); 1983, Belize (2 wks). Recent visits include: 1987 China (3 wks); 1989 Indonesia (2 wks); 1990 Nepal (2 wks), Indonesia (6 wks); 1991 Indonesia (6 wks), Thailand (3 wks); 1992 Indonesia (12 wks), Thailand (12 wks); 1993 Indonesia (6 wks), Thailand (8 wks), Laos (1 wk); 1994 Indonesia (12 wks), Thailand (3 wks), Vietnam (1 wk); 1995 Indonesia (20 wks), China (4 wks), Thailand (4 wks), Vietnam (2 wks), Malaysia (1 wk), Russia (1 wk); 1996 Indonesia (20 wks), Vietnam (2 wks); 1997 Indonesia (16 wks), Vietnam (2 wks), 1998 Indonesia (22 weeks), 1999 Indonesia (16 weeks), 2000 Indonesia (8 weeks).

Publications/Reports:

I have written or co-authored over 200 popular and scientific articles, given over 135 lectures or talks to a cross-section of academia and general public, co-edited the book *Tigers of the World: The Biology, Biopolitics, Management and Conservation of an Endangered Species* (1987), co-edited the *Management and Conservation of Captive Tigers* (translated into Thai, Bahasa Indonesia, Russian, Chinese and Vietnamese), produced and edited the international newsletter *Tiger Beat*, currently direct the Tiger Information Center, and coordinated the *Year of the Tiger* Conference in 1998.

Awards and Honors:

1999 - 21st Century Tiger (UK) Conservation Prize for outstanding field work in the Sumatran Tiger Project, Pounds Sterling 8,000 to field equip project staff and park rangers in Way Kambas National Park.

1999 - CITES Tiger Task Team Commendation for outstanding project design of the Sumatran Tiger Project, presented at the COP CITES meeting in Portugal.

1998 - AZA Significant Achievement Award in Conservation for the Sumatran Tiger Project (wild tiger conservation).

1995 - AZA Conservation Award, Adopt-A-Park Program in Ujung Kulon National Park, Indonesia.

1994 - AZA Edward Bean Award, Long-term Propagation and Conservation of Tigers, with Omaha's Henry Doorly Zoo and National Zoo.

1993 - AZA Significant Achievement Award in Conservation for the Sumatran Tiger Conservation Strategy (captive tiger management), with Potter Park Zoo.

Recent Grants of Significance:

Save the Tiger Fund, Exxon Corporation and National Fish and Wildlife Foundation, 1995-1999 - in support of Sumatran Tiger Field Study in Indonesia, South China Tiger Masterplan, Indochinese Tiger Masterplan in Thailand, and International Tiger Information Center (\$1,041,000).

The Tiger Foundation, Fauna and Flora International, Zoological Society of London, and other NGOs 1997-1999 - in support of the Sumatran Tiger Project in Indonesia (\$512,000).

Rhinoceros and Tiger Conservation Fund, U.S. Fish and Wildlife Service, 1996-97 - Community conservation and education in Way Kambas National Park, Sumatra, Indonesia (\$20,900).

American Zoos and Aquariums Association (AZA) Conservation Endowment Fund/Ralston Purina Big Cat Fund, 1994-5 - Founder Verification of Sumatran Tigers in Indonesia (\$15,000); 1993-4 - Development of the Sumatran Tiger Masterplan, Indonesia (\$19,133); 1991-1992 - Conservation Action Plan for wild Sumatran tigers, Indonesia (\$10,000 with CGSG).

Zoological Parks Organization of Thailand (ZPO), 1992-1993 - in support of the *Thai Zoo Masterplan for Conservation* through the IUCN/SSC CBSG Office (\$120,000 over 1 year).

Minnesota Zoo Foundation, 1990-1993 - "Adopt-A-Park" program to protect Javan rhinos in Ujung Kulon, Java, Indonesia (\$75,000 over 4 years).

AZA Tiger Species Survival Program, 1991-1992 - *In situ* Regional Captive Breeding Facility for Sumatran tigers (\$24,000 with Potter Park Zoo).

National Science Foundation (NSF) Grant, 1989-1994 - Young Scholars Program (\$190,000 over 6 years, with K. Traylor-Holzer).

Smithsonian Institute (National Museum Act), U.S. Fish & Wildlife Service, Windstar Foundation Grants, 1986 - in support of an International Tiger Conservation Symposium (\$37,000).

Council for Scientific and Industrial Research (CSIR) Grant, 1976-1979 - Conservation Biology of the Namib Desert, Namibia in support of spotted hyena ecology field study (\$168,000 over 3.5 years).

Smithsonian Institute (Conservation Development Grants) to India, 1973; Pakistan and India, 1972; Morocco and India, 1971 - in support of field reconnaissance (\$22,500 over 3 years).

Reviewer for:

Science, Evolution, American Naturalist, Journal of Mammalogy, Zoo Biology, Animal Behavior, Brain and Biology, American Journal of Primatology, National Geographic, Natural History.

1/1/99: CVSHORT

KATHY TRAYLOR HOLZER

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Northfield, MN 55057
Tel: (507) 645-7166
E-mail: tiger@rconnect.com

Current Employment:

Population Analyst/Registrar
Minnesota Zoo
13000 Zoo Blvd.
Apple Valley, MN 55124
Tel: (952) 431-9294; fax: (952) 431-9427

Education:

BS in Biology/Psychology, 1980
College of William and Mary, Williamsburg, VA
Phi Beta Kappa, High Honors
Concentration in animal behavior, sociobiology and behavioral ecology.

MS in Psychology (Animal Behavior), 1982
North Dakota State University, Fargo, ND
Concentration in animal behavior and research methodology.

Ph.D. Candidate in Conservation Biology
University of Minnesota, St. Paul, MN
Small population biology, interactive management of captive and wild populations.

Professional

Memberships:

American Zoo and Aquarium Association (AZA)
IUCN Conservation Breeding Specialist Group (CBSG)
AZA Small Population Management Advisory Group (SPMAG)
AZA Institutional Data Management Advisory Group (IDMAG)
AZA Tiger Species Survival Plan (SSP)
AZA Felid Taxon Advisory Group (TAG)
AZA Canid, Hyena and Aardwolf Taxon Advisory Group (TAG)
Zoo Registrars Association (ZRA)
Society of Conservation Biology (SCB)
American Institute of Biological Sciences (AIBS)

Professional

Positions:

AZA Amur Tiger Regional Studbook Keeper
AZA SPMAG Advisor for Tiger Species Survival Plan
AZA SPMAG Advisor for Takin Population Management Plan
AZA SPMAG Advisor for Goral Population Management Plan
Population Mgmt. Advisor for IUCN/CBSG Tiger Global Conservation Strategy

Professional

Training:

AZA Conservation Academy Studbook Keeper Training Program (1991)
AZA Conservation Academy Species Coordinator Training Program (1992)
AZA Advanced Population Management Training Course (1998)
AZA Institutional Records Keeping Course (2000)

IUCN CBSG Tools Training Workshop (2000)

Professional Experience:

8/99 to
present

Population Analyst/Registrar, Biological Programs, Minnesota Zoo

Responsible for the collection and maintenance of all records related to the historical animal inventory at the Minnesota Zoo (over 12,000 specimens). Extract data useful in captive management, breeding and coordination of conservation programs. Report appropriate specimen information to studbook keepers and population managers of endangered and threatened species. Responsible for the maintenance of federal and state permits for exhibition and educational use of zoo animals as required. Provide population management advice, including demographic and genetic analyses, for the Minnesota Zoo animal collection as well as for several captive management programs, such as the North American tiger, takin and goral populations, the Chinese South China tiger captive population, and the global tiger captive program (an integration of regional populations). Maintain the North American regional studbook database for Amur and Indochinese tiger populations.

10/91 to
7/99

Conservation Biologist, Conservation Office, Minnesota Zoo

Assisted in the coordination of all programs of the Conservation Office at the Minnesota Zoo, which included coordination of international workshops (e.g., Population and Habitat Viability Assessment workshops), coordination of the AZA regional captive tiger program (Species Survival Plan), coordination of the IUCN CBSG Tiger Global Conservation Strategy, and development of *in situ* and *ex situ* conservation programs in Southeast Asia. Responsible for the maintenance as well as the demographic and genetic analyses of the North American Amur Tiger Studbook. Assisted in the development of regional studbooks in tiger range countries and conducted population analyses for regional and global captive tiger populations. Coordinate research studies conducted at the zoo, including those by students, zoo staff and outside researchers. Responsible for the financial management of 10-15 budgets and 34 grants totaling over \$US 3,000,000.

9/84 to
5/95

Student Research Coordinator, Conservation Office, Minnesota Zoo

Supervised 140 student behavioral research projects over 11 years, primarily involving the captive management of endangered and threatened zoo species. Responsible for guiding students in research design, observational sampling methods, data analysis and interpretation, oral presentations, and research paper revision; instruction in principles of animal behavior, captive animal management, conservation biology, and research methodology; facilitation of communication among student researchers and zoo staff.

8/82 to
7/83

Pre-doctoral Research Fellowship, Primate Foundation of Arizona

One of two primary researchers involved in original research as well as participation in five ongoing behavioral and physiological studies. Research

included evaluation of space use patterns, examination of estrus cycles, evaluation of adult male/female relationships, collection of morphological data, and evaluation of social and sexual behavior of juveniles reared in different social environments.

International Workshops:

For the following workshops, I assisted in the workshop preparation/coordination and in the editing and distribution of the final report:

- IUCN/SSC CBSG Primate Captive Action Plan Workshop, Apple Valley, MN, March 1991
- AZA Gibbon TAG Master Planning Workshop, Apple Valley, MN, July 1991
- AZA Tiger SSP Master Planning Workshop, Front Royal, VA, March 1992
- IUCN/SSC CBSG Tiger Global Animal Survival Plan, Edinburgh, Scotland, July 1992
- IUCN/SSC CBSG Sumatran Tiger Captive Breeding Workshop, Bogor, Indonesia, Nov. 1992
- IUCN/SSC CBSG Sumatran Tiger Population and Habitat Viability Analysis (PHVA) Workshop, Padang, West Sumatra, Indonesia, November 1992
- AZA Felid TAG Tiger Master Planning Workshop, Front Royal, VA, March 1993
- IUCN/SSC CBSG Sumatran Rhino PHVA, Bandar Lampung, Indonesia, November 1993
- IUCN/SSC CBSG Asian Elephant PHVA, Bandar Lampung, Indonesia, November 1993
- IUCN/SSC CBSG White-Winged Wood Duck PHVA, Bandar Lampung, Indonesia, Nov. 93
- AZA Sumatran Tiger Training and Evaluation Program/Masterplan Workshop, Bogor, Indonesia, February 1994
- IUCN/SSC CBSG Thai Gibbon PHVA, Khao Yai National Park, Thailand, April 1994
- IUCN/SSC CBSG Javan Gibbon and Langur PHVA, Bogor, Indonesia, May 1994
- AZA Sumatran Tiger Training/Master Planning Workshop, Bogor, Indonesia, February 1995
- South China Tiger Studbook Analysis & Masterplan Workshop, Suzhou, China, April 1995
- Indochinese Tiger Masterplan Workshop, Chonburi, Thailand, July 1995
- Amur Tiger EEP Meeting, Moscow, Russia, November 1995 (presenter/participant only)
- South China Tiger Training and Evaluation Program, China, November 1995
- IUCN/SSC CBSG Tiger Global Conservation Strategy Meeting, Melaka, Malaysia, Oct. 1996
- PKBSI Sumatran Tiger Master Planning Workshop, Bogor, Indonesia, April 1997
- South China Tiger Reproductive Evaluation and Masterplan Analysis, China, November 1997
- Year of the Tiger Conference, Dallas, TX, February 1998
- AZA Tiger Species Survival Plan Master Plan Meeting, Apple Valley, MN, June 1998
 - CBSG Red Wolf PHVA Workshop, Virginia Beach, VA, April 1999 (facilitator)
 - CBSG Algonquin Wolf PHVA Workshop, Minden, Ontario, Canada, Feb. 2000 (facilitator)
 - CBSG Southern Rockies Wolf PHVA Workshop, Vermejo, NM, August 2000 (facilitator)
 - AZA Tiger Species Survival Plan Master Plan Meeting, St. Louis, MO, October 2000
 - AZA Gibbon Species Survival Plan Master Plan Meeting, Santa Barbara, CA, November

Grants:

- National Science Foundation (NSF) Grant, 1989-90, Young Scholar's Program (\$53,968 over 2 years, with R. Tilson).
- NSF Grant, 1991-92, Young Scholar's Program (\$73,889 over 2 years, with R. Tilson).
- NSF Grant, 1993-94, Young Scholar's Program (\$77,984 over 2 years, with R. Tilson).
- Calgary Zoological Society, 1994, Tiger Husbandry Manual (\$2,000, with R. Tilson, D. Armstrong and G. Brady).
- Save the Tiger Fund Grant, 1997, Reproductive Problems of Captive South China Tigers (\$50,000, with R. Tilson, D. Armstrong and E. Miller).

Publications:

- Armstrong, D., E. Miller, A. Byers, G. Brady, K. Traylor-Holzer and R. Tilson. 1996. International cooperation with range country efforts to conserve tigers (*Panthera tigris*) and the veterinarian's role. 1996 *American Association of Zoo Veterinarians Annual Conference Proceedings*.
- Beatty, W., A. Dodge, and K. Traylor. 1982. Stereotyped behavior elicited by amphetamine in the rat: Influences of the testes. *Pharmacology, Biochemistry, and Behavior*, 16:565-568.
- Beatty, W., A. Dodge, K. Traylor, J. Donegan, and P. Godding. 1982. Septal lesions increase play fighting in juvenile rats. *Physiology and Behavior*, 28:649-652.
- Beatty, W., A. Dodge, K. Traylor, and M. Meaney. 1981. Temporal boundary of the sensitive period of hormonal organization of social play in juvenile rats. *Physiology and Behavior*, 26:241-243.
- Bush, M., L. Phillips, R. Montali, E. Dierenfeld, S. Hakala, K. Traylor-Holzer, G. Binczik and R. Tilson. 1995. Birth, growth and rearing of tiger cubs. Pp. 73-80 in *Management and Conservation of Captive Tigers*, R. Tilson et al (eds.). Minnesota Zoo: Apple Valley, MN.
- Byers, A., D. Armstrong, E. Miller and K. Traylor-Holzer. 1996. Reproductive evaluation and genome resource banking. Pp. 47-50 in *Medical, Reproductive and Management Evaluation of South China Tigers in China*. Minnesota Zoo: Apple Valley, MN.
- Daryadi, L., Manansang, J., Traylor-Holzer, K. and Tilson, R. 1998. *PKBSI Harimau Sumatera Masterplan*. Taman Safari Indonesia, Bogor, Indonesia.
- Leighton, M., U. Seal, K. Soemarna, Adjisasmito, M. Wijaya, T. Setia, G. Shapiro, L. Perkins, K. Traylor-Holzer and R. Tilson. 1996. Orangutan life history and VORTEX analysis. Pp. 97-108 in *The Neglected Ape*, R. Nadler, B. Galdikas, L. Sheeran and N. Rosen (eds.). Plenum Press: New York.
- Rijksen, H., W. Ramono, J. Sugardjito, A. Lelana, M. Leighton, W. Karesh, G. Shapiro, U. Seal, K. Traylor-Holzer and R. Tilson. 1996. Estimates of orangutan distribution and status in Borneo. Pp. 117-122 in *The Neglected Ape*, R. Nadler, B. Galdikas, L. Sheeran and N. Rosen (eds.). Plenum Press: New York.
- Soemarna, K., W. Ramono, S. Poniran, C. van Schaik, H. Rijksen, M. Leighton, D. Sajuthi, A. Lelana, W. Karesh, M. Griffiths, U. Seal, K. Traylor-Holzer and R. Tilson. 1996. Conservation action plan for orangutans in Indonesia. Pp. 123-128 in *The Neglected Ape*, R. Nadler, B. Galdikas, L. Sheeran and N. Rosen (eds.). Plenum Press: New York.
- Soemarna, K., R. Tilson, W. Ramono, D. Sinaga, R. Sukumar, T. Foose, K. Traylor-Holzer, and U. Seal. 1994. *Sumatran Rhino Population and Habitat Viability Analysis Report*. IUCN/SSC

Conservation Breeding Specialist Group: Apple Valley, MN.

- Tilson, R., D. Armstrong, E. Miller, A. Byers, K. Traylor-Holzer, G. Brady, W. Menghu and X. Zhong. 1996. *Medical, Reproductive and Management Evaluation of South China Tigers in China*. Minnesota Zoo: Apple Valley, MN, 88pp.
- Tilson, R., G. Brady, K. Traylor-Holzer, and D. Armstrong (eds). 1994. *Management and Conservation of Captive Tigers*. Minnesota Zoo: Apple Valley, MN.
- Tilson, R., S. Dumnui, K. Traylor-Holzer, D. Armstrong, S. Kamolnorranarth, W. Wichasilpa and V. Arsaithamkul (eds). 1995. *Indochinese Tiger Masterplan for Thailand*. Minnesota Zoo: Apple Valley, MN, 36pp.
- Tilson, R., T. Foose, F. Princee, and K. Traylor-Holzer. 1993. *Tiger Global Animal Survival Plan*. IUCN/SSC Conservation Breeding Specialist Group: Apple Valley, MN.
- Tilson, R., Traylor-Holzer, K., Brady, G., Armstrong, D., Byers, O. and Nyhus, P. 2001. Training, transferring technology, and linking *in situ* and *ex situ* tiger conservation in Indonesia. *AZA Field Conservation Resource Guide*. American Zoo and Aquarium Assn, Bethesda (in press).
- Tilson, R., D. Siswomartono, J. Manansang, G. Brady, D. Armstrong, K. Traylor-Holzer, A. Byers, P. Christie, A. Salfifi, L. Tumbelaka, S. Christie, D. Richardson, S. Reddy, N. Franklin, and P. Nyhus. 1997. International cooperative efforts to save the Sumatran tiger (*Panthera tigris sumatrae*). *International Zoo Yearbook* 35: 129-138.
- Tilson, R., K. Soemarna, W. Ramono, S. Lusli, K. Traylor-Holzer, and U. Seal. 1994. *Sumatran Tiger Population and Habitat Viability Analysis Report*. IUCN/SSC Conservation Breeding Specialist Group: Apple Valley, MN.
- Tilson, R., K. Soemarna, W. Ramono, R. Sukumar, U. Seal, K. Traylor-Holzer, and C. Santiapillai. 1994. *Asian Elephant Population and Habitat Viability Analysis Report*. IUCN/SSC Conservation Breeding Specialist Group: Apple Valley, MN.
- Tilson, R. and K. Traylor-Holzer. 1993. Sumatran tiger regional captive breeding workshop and program. *Tiger Beat* 6(1): 1-20.
- Tilson, R. and K. Traylor-Holzer. 1994. Estimating poaching and removal rates of tigers in Sumatra. Pp. 39-44 in *Sumatran Tiger Population and Habitat Viability Analysis Report*. IUCN/SSC Conservation Breeding Specialist Group, Apple Valley, MN.
- Tilson, R., K. Traylor-Holzer and G. Brady. 1995. Regional and global management of tigers. Pp. 85-104 in *Management and Conservation of Captive Tigers*, R. Tilson et al (eds.). Minnesota Zoo: Apple Valley, MN.
- Tilson, R. and K. Traylor-Holzer. 1997. A tiger global conservation strategy: The status of SEAZA tiger programs. 1996 *SEAZA Annual Conference Proceedings*. Zoo Melaka, Malaysia.
- Tilson, R., K. Traylor-Holzer and Qiu Ming Jiang. 1997. The decline and impending extinction of the South China tiger. *Oryx* 31(4): 243-252.
- Traylor, K. 1980. Factors influencing the aggressiveness of female golden hamsters (*Mesocricetus auratus*). Senior Honors thesis. College of William and Mary, Williamsburg, 57pp.
- Traylor-Holzer, K. 1982. An analysis of social interactions among captive young wolves. M.S. thesis. North Dakota State University, Fargo, ND, 78 pp.
- Traylor-Holzer, K. 1995. Captive population analysis. Pp. 21-26 in *Indochinese Tiger*

- Masterplan for Thailand*, R. Tilson et al. (eds.). Minnesota Zoo: Apple Valley, MN.
- Traylor-Holzer, K. 1996. Evaluation of the AZA Tiger SSP and its relation to the Global Amur tiger program. *Proceedings of the Special Meeting of the Amur Tiger EEP*. Moscow, Russia, 2-3 November 1995.
- Traylor-Holzer, K. 1998. *American Zoo and Aquarium Association North American Amur (Siberian) Tiger Studbook*, first edition. Minnesota Zoo: Apple Valley, MN.
- Traylor-Holzer, K. 1999. *Analysis of the Regional and Global Captive Populations of Sumatran Tigers (Panthera tigris sumatrae)*. Tiger GCS Report. Minnesota Zoo: Apple Valley, MN.
- Traylor-Holzer, K. 1999. *Demographic and genetic analyses of captive South China tigers: Implications for population management*. Report to the Chinese Association of Zoological Gardens South China Tiger Conservation Committee, Suzhou, China, November 1999.
- Traylor-Holzer, K. 1999. Year of the Tiger reviewed. *Sanctuary*, 1(1): 10-15.
- Traylor-Holzer, K. and P. Fritz. 1985. Utilization of space by adult and juvenile groups of captive chimpanzees (*Pan troglodytes*). *Zoo Biology*, 4(2):115-127.
- Traylor-Holzer, K. and T. Prosser. 1988. Lion-tailed macaque all-male group. *Lion Tales*, 5(1):2.
- Traylor-Holzer, K. and R. Tilson. 1996. Population management evaluation. Pg. 51-58 in *Medical, Reproductive and Management Evaluation of South China Tigers in China*. Minnesota Zoo: Apple Valley, MN.
- Traylor-Holzer, K. and R. Tilson. 1998. American Zoo and Aquarium Association Tiger Species Survival Plan (SSP) Master Plan - 1998. Minnesota Zoo: Apple Valley, MN.
- Traylor-Holzer, K. and R. Tilson. 2000. Moving toward global management of Sumatran tiger populations [abstract]. *Proceedings of the Society for Conservation Biology Annual Meeting*, Missoula, MT, 9-12 June 2000, pp. 271-272.
- Tumbelaka, L., G. Brady, and K. Traylor-Holzer. 1993. *Indonesian Regional Sumatran Tiger Studbook*. Taman Safari Indonesia: Cisarua, Java, Indonesia.
- van Schaik, C., S. Poniran, S. Utami, M. Griffiths, S. Djojosedharmo, T. Setia, J. Sugardjito, H. Rijksen, U. Seal, T. Faust, K. Traylor-Holzer, and R. Tilson. Estimates of orangutan distribution and status in Sumatra. Pp. 109-116 in *The Neglected Ape*, R. Nadler, B. Galdikas, L. Sheeran and N. Rosen (eds.). Plenum Press: New York.
- Wang, M., R. Tilson, K. Traylor-Holzer, J. Manansang and U. Seal (eds). 1995. *South China Tiger Studbook Analysis and Masterplan*. Minnesota Zoo, Apple Valley, MN.

Popular Articles:

- Traylor-Holzer, K. 1987. Pitter patter of tiny paws. *Northern Trail News*, 3:1-2.
- Traylor-Holzer, K. 1987. Species Survival Plan: Plan for the future. *Northern Trail News*, 3:5.
- Traylor-Holzer, K. 1987. Timber wolves howl at the zoo. *Northern Trail News*, 1:1.
- Traylor-Holzer, K. 1988. 'Ins' and 'outs' of our bison/elk exhibit. *Northern Trail News*, 6:1-2.
- Traylor-Holzer, K. 1988. Managing the mighty moose. *Northern Trail News*, 5:1-2.
- Traylor-Holzer, K. 1988. Solution to solitary stallions. *Northern Trail News*, 6:3.
- Traylor-Holzer, K. 1988. Where the 'antelope' play. *Northern Trail News*, 4:1-2.
- Traylor-Holzer, K. 1989. One tiger's tale. *Northern Trail News*, 7:3.
- Traylor-Holzer, K. 1989. Planned parenthood. *Northern Trail News*, 8:3.
- Traylor-Holzer, K. 1989. "Please do not feed the animals." *Northern Trail News*, 9:3.
- Traylor-Holzer, K. and B. Liddell. 1987. Behavioral interactions in a mixed-species waterfowl

exhibit. *Minnesota Zoo Magazine*, 2(1):10-11.

Editor:

- *CBSG News*, quarterly newsletter of the IUCN/SSC Conservation Breeding Specialist Group (1997 to present).
- *Tiger Beat*, semi-annual newsletter of the Tiger GASP (1991 to 1993).
- *Zooschool Journal*, annual journal of student behavioral research at the Minnesota Zoo (1984 to 1995).
- *Northern Trail News*, quarterly newsletter on captive animal management at the Minnesota Zoo (1987-1989).

Presentations:

1980-90

- Factors influencing the aggressiveness of female golden hamsters (*Mesocricetus auratus*). Annual Animal Behaviour Society Meeting, Fort Collins, CO, June 1980.
- Responses of captive wolf pups to live prey. North Dakota Psychological Association Meeting, Bismarck, ND, November 1980.
- Responses of captive wolf pups to live prey. Midwestern Animal Behaviour Society Meeting, Ames, IA, March 1981.
- Space utilization by adult and juvenile captive chimpanzees. Annual American Society of Primatologists Meeting, Arcata, CA, June 1983.
- Animal Behavior Teacher Workshop. Minnesota Science Teachers Association, Burnsville High School, 5 May 1990.

1991

- Ecology, Behavior and Research Efforts of Wolves in Northern Minnesota. Minnesota Zoo Members class, Minnesota Zoo, 9 February 1991.
- Observational Behavioral Research Methods for Zoo Studies. St. Olaf Comparative Psychology class, Minnesota Zoo, 20 February 1991.
- The Role of Zoos in Conserving Biological Diversity. Minnetonka High School students, Minnesota Zoo, 7 March 1991.

1992

- Physical and Behavioral Characteristics of Wolves and Wolf-Dog Hybrids. Anoka County Humane Society, 7 January 1992.
- Wolves of the North Woods. Bloomington Women's Club, 18 March 1992.

1993

- Research Methods Used to Study Wolf Behavior. Presentation to Audubon Center class (undergraduates), Minnesota Zoo, 15 January 1993.
- Wolf Ecology and Social Behavior in Northern Minnesota. Minnesota Valley Women's Club, 9 February 1993.
- The Tiger as a Model for Conservation Biology Programs. Explorers Post, Minnesota Zoo, 1 March 1993.
- Behavioral Research in a Zoo Setting. St. Olaf College Comparative Psychology class. 3

March 1993.

- Conservation of Endangered Species. Secondary students, Minnesota Zoo, 18 May 1993.
- Point/Counterpoint Discussion of the Value of Zoos. Faribault High School, 24 May 1993.
- Zoo Scientist: Conservation and Research. Minnesota Zoo Mentor Program, 23 July 1993.
- Zoo Behavioral Research and Implications for Conservation. Minnesota Academy of Science, 3 October 1993.

1994

- Applied Zoo Research and Conservation Programs. Minnesota Zoo Mentor Program (June-August 1994).
- Development of an Indonesian Sumatran Tiger Conservation Strategy. Waterford Ladies Aid. 23 June 1994.
- *In Situ* and *Ex Situ* Conservation Programs at the Minnesota Zoo. Zoo University class, 28 September 1994.
- Population Viability Analysis for the Sumatran Tiger. University of Minnesota Conservation Biology graduate class, 4 October 1994.
- Conservation Programs for Captive and Wild Tiger Populations. Connect U.S.--Russia zoo staff and student workers, Novosibirsk Zoo, Russia. 21 October 1994.
- *In Situ* and *Ex Situ* Conservation Programs at the Minnesota Zoo. Zoo University class, 8 December 1994.
- Conservation of Asian Tigers: The Biology and the Politics. Compleat Scholars Program, University of Minnesota. 10 December 1994.

1995

- Genetic Analysis of Captive South China Tiger Population and Guidelines for Breeding. Chinese Association of Zoological Gardens, Suzhou, China. 25 April 1995.
- Evaluation of the AZA Tiger SSP and Its Relation to the Global Amur Tiger Program. Special Meeting of the Amur Tiger EEP, Moscow, Russia. 3 November 1995.

1996

- Reproductive and Parental Care Strategies and Implications for Captive Management. School of Environmental Sciences. 5 March 1996.
- Development of Global Species Management Programs: The Tiger as a Case Study. School of Environmental Sciences. 26-27 March 1996.
- Aspects of Studying Animal Behavior in Zoological Parks. St. Olaf College Comparative Psychology Class. 28 March 1996.
- Global Captive and *In Situ* Conservation Management Programs. University of Minnesota Compleat Scholars Class. 22 June 1996.
- Small Population Biology and Management of Captive and Wild Tiger Populations. School of Environmental Studies. 11 October 1996.

1997

- Captive Management and Population Viability Assessment: The Tiger as a Model. Hamlin University Conservation Biology Class. 20 March 1997.
- Demographic and Genetic Analysis of the PKBSI Sumatran Tiger Captive Populations and Implications for Future Management. Indonesian Zoological Parks Association (PKBSI) Sumatran Tiger Masterplan Workshop, Cisarua, Indonesia. 3 April 1997.
- Role of Veterinary Medicine and Training in Regional Captive Management Programs for Endangered Species. Medical Institute of Minnesota, Veterinary Medicine, Bloomington, MN. 12 June 1997.
- *In Situ* and *Ex Situ* Conservation Programs of the Minnesota Zoo. Conservation Biology Seminar, Macalester College, St. Paul, MN. 25 July 1997.
- Demographic and Genetic Analyses of the South China Tiger Population: Implications for

Population Management. Chinese Association of Zoological Gardens Annual Tiger Conservation Management Meeting, Guangzhou, China, 17 November 1997.

1998

- Zoo Population Management Programs for Endangered Species. Conservation Biology class, Macalester College, St. Paul, MN. 9 March 1998.
- Role of Minnesota Zoo in Population Management and Conservation. Conservation Biology Seminar, Macalester College, St. Paul, MN. 17 March 1998.
- Behavioral Research in Zoos: Methods and Limitations. Comparative Psychology class, St. Olaf College, Northfield, MN, 2 April 1998.
- Bengal Tigers! Teleconference with Greensboro Day School (K-12; audience of 1,000), Greensboro, NC, 8 May 1998.
 - Current Status and Future Projections for the Siberian, Sumatran and Indochinese Tiger Populations of the Tiger SSP. American Zoo and Aquarium Association (AZA) Tiger Species Survival Plan (SSP) Master Plan Meeting, Bloomington, MN. 26 June 1998.
 - The Role of Zoos and Captive Populations in Support of *In Situ* Conservation. Conservation Biology graduate class, Univ. of Minnesota, St. Paul, MN. 10 Nov. 1998.

1999

- Conservation Programs at the Minnesota Zoo: Tigers as a Model. Behavioral Ecology class, Macalester College, St. Paul, MN. 23 March 1999.
- Status of Sumatran Tiger Regional Captive Populations. AZA Tiger Species Survival Plan meeting, AZA Annual Conference, Minneapolis, MN, September 1999.

2000

- Conservation Genetics and Captive Population Management. Introductory Fisheries and Wildlife/Conservation Biology class, University of Minnesota, St. Paul, MN. 4 April 2000.
- Toward Global Management of Sumatran Tiger Populations. Society for Conservation Biology Annual Meeting, Missoula, MT, June 2000.
- Wolf Recovery in the Southern Rockies. Minnesota Zoo, Apple Valley, MN, 6 September 2000.
- Modeling Retention of Gene Diversity in Captive Tiger Populations. Conservation Biology Seminar, University of Minnesota, St. Paul, MN, 2 October 2000.
- Everything You Always Wanted to Know About Genetic Management. Zoo Registrars Association Annual Meeting, San Diego, CA, 5 October 2000.
- Genetic Management and Terminology. Minnesota Zoo, Apple Valley, MN, 19 December 2000.

International Travel:

As a Conservation Biologist I have visited and worked in the following Asian countries:

- Indonesia (Java, Sumatra), five trips totaling 14 weeks, 1992-1997
- Thailand, two trips totaling two weeks, 1994-95
- China, three trips totaling six weeks, 1995-97
- Malaysia, one trip totaling one week, 1996

References:

Ronald Tilson, Ph.D.
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IUCN/SSC CBSG Tiger GCS Coordinator
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Apple Valley, MN 55124
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Chair, IUCN/SSC Conservation Breeding
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12101 Johnny Cake Ridge Road
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Program Officer/Population Biology
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AZA Tiger SSP Veterinary Advisor
Henry Doorly Zoo
3701 South 10th Street
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AZA Tiger SSP Veterinary Advisor
St. Louis Zoo
Forest Park
St. Louis, MO 63110
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Kristine R. Petrini, D.V.M.

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St. Paul, MN 55117

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Fax: 952-431-9427 Email: kris.petrini@state.mn.us

TITLE

Animal Health Conservation Manager
Minnesota Zoological Garden
13000 Zoo Blvd
Apple Valley, MN 55124

EDUCATION

University of Illinois, Champaign-Urbana, IL
DVM, May 1979
BS, Veterinary Medicine, May 1977

Illinois State University, Normal, IL
BS, Biology, May 1975

PROFESSIONAL EXPERIENCE

Minnesota Zoological Garden, Apple Valley, MN
1987 - Present

University of Minnesota, College of Veterinary Medicine
1998 - Present
Clinical Instructor, Department of Small Animal Clinical Sciences
Courtesy appointment

Bloomington Veterinary Hospital, Bloomington, MN
1983 - 1988
Staff Veterinarian and editor of quarterly newsletter

Anti-Cruelty Society, Chicago, IL
1981 - 1983
Chief of Staff

Berwyn Veterinary Associates, Berwyn, IL
1980 - 1981
Staff Veterinarian

Mt. Plaines Animal Clinic, Mt. Prospect, IL
1979 - 1980
Staff Veterinarian

PROFESSIONAL ORGANIZATIONS

American Association of Small Ruminant Practitioners
American Association of Wildlife Veterinarians
American Association of Zoo Veterinarians
(Veterinary Advisor, Small-clawed otter)
American Veterinary Medical Association
American Zoo and Aquarium Association
(Member, Animal Health Committee)
Association of Avian Veterinarians
Association of Reptilian and Amphibian Veterinarians
International Association for Aquatic Animal Medicine
Minnesota Veterinary Medical Association
Wildlife Disease Association

PUBLICATIONS/PAPERS

- Petrini, K. R., L. J. Trechsel, D. M. Wilson, and J. H. Bergert. In prep. Determination of urinary metabolites and calcium oxalate saturation in small-clawed otters (*Amblonyx cinereus*) during timed urine collections.
- Petrini, K. R., L. Spelman, and J. Reed-Smith. In press. Health Care. In: Reed-Smith, J. (ed). North American River Otter (*Lontra canadensis*) Captive Husbandry Resource. John Ball Zoological Garden, Grand Rapids, MI.
- Petrini, K. R., J. P. Lulich, L. Trechsel, and R. F. Nachreiner. 1999. Evaluation of urinary and serum metabolites in Asian small-clawed otters (*Aonyx cinerea*) with calcium oxalate urolithiasis. J. Zoo and Wildlife Medicine. 30 (1): 54-63.
- Petrini, K. R. 1998. Health care. In: Lombardi, D and J. O'Connor (eds.). Asian Small Clawed Otter (*Aonyx cinerea*) Husbandry Manual. Columbus Zoological Gardens, Columbus, Ohio. Pp. 19-48.
- Petrini, K. R., L. J. Trechsel, D. M. Wilson, J. H. Bergert. 1996. The effects of an all fish diet on urinary metabolites and calcium oxalate supersaturation of Asian small-clawed otters (*Aonyx cinerea*). Proc. of the Amer. Assc. of Zoo Veterinarians, Nov. 1996. Pp. 508-517.
- Petrini, K. R., P. J. Holman, J. C. Rhyen, S. J. Jenkins, G. G. Wagner. 1995. Fatal babesiosis in a North American caribou (*Rangifer tarandus caribou*). J. of Zoo and Wildlife Medicine. 26 (2): 298-305.
- Petrini, K. R., D. E. Keyler, L. Ling, D. Borys. 1993. Immobilization Agents--Developing an Urgent Response Protocol for Human Exposure. Proc. of the Amer. Assc. of Zoo Veterinarians, Oct. 1993. Pp. 147-155.
- Petrini, K. R. 1992. The medical management and diseases of mustelids. Proc. of the Amer. Assc. of Zoo and Wildlife Veterinarians, Nov. 1992. Pp. 116-135.
- Donoghue, A. M., L. A. Johnston, U. S. Seal, D. L. Armstrong, R. L. Tilson, P. L. Wolff, K. R. Petrini, L. G. Simmons, T. Gross, and D. E. Wildt. 1990. In vitro fertilization and embryo development in vitro and in vivo in the tiger (*Panthera tigris*). Biology of Reproduction. 43: 733-744.

Holman, P. J., T. M. Craig, D. Doan, K. R. Petrini, J. Rhyan, and G. G. Wagner. 1994. Culture isolation and partial characterization of a *Babesia* sp. from a North American elk (*Cervus elaphus*). J. of Wildlife Diseases. 30 (3): 460-465.

Holman, P. J., K. R. Petrini, J. Rhyan, and G. G. Wagner. 1994. In vitro isolation and cultivation of a *Babesia* from an American woodland caribou (*Rangifer tarandus caribou*). J. of Wildlife Diseases. 30 (2): 195-200.

Lind, P. J., P. L. Wolff, K. R. Petrini, C. W. Keyler, D. E. Olson, P. T. Redig. 1990. Morphology of the eosinophil in raptors. J. of the Assc. of Avian Veterinarian. 4 (1): 33-38.

Mathews, K. G., P. L. Wolff, K. R. Petrini, W. J. Rivers, G. R. Johnston, T. P. O'Leary, D. W. Hayden. 1995. Ultrasonographic diagnosis and surgical treatment of cystic reproductive tract disease in a female koala (*Phascolarctos cinereus*). J. Zoo and Wildlife Medicine. 26 (3): 440-452.

Matthews, N. S., K. R. Petrini, P. L. Wolff. 1995. Anesthesia of Przewalski's horses (*Equus Przewalski przewalskii*) with medetomidine/ketamine and antagonism with atipamezole. J. Zoo and Wildlife Medicine. 26 (2): 231-236.

Reed-Smith, J., K. Petrini, and L. Spelman. In press. *Lontra canadensis* in captivity: Studbook, breeding program and captive propagation as a contribution to the conservation of the North American river otter. In: Reuther, C. (ed). IUCN Otter Action Plan.

Wolff, P. L. and K. R. Petrini. 1997. Problems in moose nutrition. In: Gies, M. (ed.). Proceedings of the Ninth Dr. Scholl Conference on the Nutrition of Captive Wild Animals. Lincoln Park Zoological Society, Chicago IL. Pp. 91-95.

Wolff, P. L., K. R. Petrini, and C. Kolmstetter. 1992. An outbreak of aspergillosis in crested wood partridges (*Rollulus rouloul*). J. of Zoo and Wildlife Med. 23 (1): 108-112.

REFERENCES

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University of Minnesota, St. Paul, MN 55108

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CURRICULUM VITAE
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 River Falls, WI 54022

 Work: Minnesota Zoo
 13000 Zoo Boulevard
 Apple Valley, MN 55124

TELEPHONE: Home: (715) 426-0991
 Work: (612) 431-9371

EDUCATION:

- 1986 Bachelor of Science Degree in Microbiology & Molecular Biology
 University of Wisconsin, Milwaukee
- 1990 Doctor of Veterinary Medicine Degree
 University of Wisconsin, Madison

PROFESSIONAL ASSOCIATIONS:

American Zoo and Aquarium Association
Association of Primate Veterinarians
American Association of Zoo Veterinarians
American Veterinary Medical Association
International Association of Aquatic Animal Medicine

AWARDS:

- American Association of Zoo Veterinarians Student Manuscript Award - 1990.
Avian, Zoo and Wild Animal Medicine Award, University of Wisconsin-Madison,
School of Veterinary Medicine - 1990.
Student Summer Research Fellowship, University of Wisconsin-Madison, School
of Veterinary Medicine - 1988.

VETERINARY LICENSES:

Minnesota, Wisconsin, California

PROFESSIONAL EXPERIENCE:

- 1993 - Present Associate Veterinarian
 Minnesota Zoological Garden
 13000 Zoo Boulevard
 Apple Valley, MN 55124

Provide all aspects (from neonatal exams and treatments to post mortem exams) of veterinary care to a collection composed of roughly 2700 vertebrates of approximately 350 species. Participate in oversight of husbandry and management issues involving the collection. Supervise hospital support staff and provide training for veterinary and veterinary technician students participating in preceptorships at the Zoo.

1998-Present Clinical Instructor
Department of Small Animal Clinical Sciences
University of Minnesota- College of Veterinary Medicine
1333 Gortner Avenue
St. Paul, MN 55108

Provide clinical training for veterinary students participating in preceptorships at the Zoo. Lecture to classes at the School of Veterinary Medicine.

1991 - 1993 Residency Training Program - Primate Medicine
California Regional Primate Research Center
University of California - Davis
Davis, California 95616

Provided veterinary care (including clinical medicine and intensive care, surgery and related anesthesia, performing laboratory diagnostics, preventative medicine and monitoring husbandry and management policies) in a breeding and research colony of 3500 monkeys of six species. Provided classroom, laboratory, and clinical instruction to veterinary students. Research included investigating malabsorption in macaques with inflammatory bowel disease using breath hydrogen analysis and initiating development of a trial protocol for a new anesthetic agent for use in primates. Attended and presented at ACLAM and AAZV board review seminars, pathology seminars, radiology and ultrasound rounds, and laboratory animal management classes. Spent one month training with the veterinary staff at the San Diego Zoo and Wild Animal Park.

1990 - 1991 All-Care Animal Referral Center
24-hour emergency and referral small animal clinic
Fountain Valley, CA

Staff veterinarian providing emergency medical care and directing the ICU. Worked with 7 other veterinarians and approximately 40 technicians and other support personnel in this emergency and referral hospital. The clinic had a large referral case load for orthopedic surgery, ultrasonography, radiation therapy and CAT scans. Also volunteered veterinary services weekly at the Los Angeles Zoo during this period and provided veterinary assistance to the Santa Ana Zoo for their annual primate health examinations.

1988 Research Fellowship
 University of Wisconsin
 School of Veterinary Medicine
 Madison, WI

Conducted a parasite survey of a captive population of cranes of over 120 birds representing 15 species at the International Crane Foundation, Baraboo, Wisconsin. Performed all of the screening which consisted of serial fecal collections followed by direct and concentrate microscopic examinations. Giemsa stained blood films were also evaluated for hemoparasites. Also worked with the staff veterinarian during this period to provide routine health care and physical examinations for all of the birds.

1987 - 1988 Student Clinical Pathology Technician
 University of Wisconsin
 School of Veterinary Medicine
 Madison, WI

Performed blood chemistry analysis, urinalysis, CBC's and joint fluid and cerebrospinal fluid analysis, and worked in the bacteriology laboratory.

1987 - 1988 Member of All Campus Animal Care and Use Committee
 University of Wisconsin
 Madison, WI

Only student member on the Institutional Animal Care and Use Committee at the University of Wisconsin-Madison campus. Evaluated university policies regarding animal research and welfare.

PUBLICATIONS AND PRESENTATIONS:

Rasmussen JM, Campbell BG, Langenberg JA. A parasite survey of Gruidae at the International Crane Foundation. American Association of Zoo Veterinarians Annual Proceedings. 1990. (Abstract)

Short J, Beyers TM, Rasmussen JM. Red Blood Cell Parameter Evaluation in *Macaca mulatta* Blood Donors. Poster Presentation, 43rd Annual Meeting, American Association of Laboratory Animal Science, Anaheim, California, 1992.

Rasmussen JM, Griffin DW, Canfield DR, Roberts JA. Surgical Correction of a Salivary Mucocele in a Cynomolgus Macaque (*Macaca fascicularis*). Lecture Presentation, 20th Annual Workshop, Association of Primate Veterinarians, San Diego, California, 1991.

Rasmussen JM, Stone JD, Canfield DR, Beyers TM. Breath Hydrogen Analysis for Determination of Malabsorption in Rhesus Macaques (*Macaca mulatta*) with Inflammatory Bowel Disease. Lecture Presentation. Fifteenth Annual House Officer Seminar Day, UC-Davis 1993.

Rasmussen JM, Birkenstock GM. Surgical Repair of an Abdominal Hernia in a Golden Pheasant (*Chrysolophus pictus*). Journal of Zoo and Wildlife Medicine. 26(2):327-329, 1995.

Rasmussen JM, Garner MM, Petrini KR. Presumptive Volatile Organic Compound Intoxication of Sharks and Teleost Fish in a Newly Constructed Aquarium. (Or why Fish and Paint Fumes Just don't Mix). American Zoo and Aquarium Association Annual Conference Proceedings 1999. (Abstract)

JOHN F. PREVOST

804 College St., Northfield, Minnesota 55057

Home: 507-663-6009 Office: 612-431-9441

e-mail: turtle@rconnect.com or john.prevost@state.mn.us

Summary

Bio-Programs/Operations Manager with 23 years experience in the start-up and operating of Aquatic Systems and Life Support. Hands-on experience collecting and transporting invertebrates, fish, reptiles, and freshwater/marine mammals. High energy, results-oriented manager with excellent leadership and problem solving skills. Published author of 42 natural history books for school aged children.

Professional Experience

Minnesota Zoological Gardens

- | | |
|------------------------------------|---------------------|
| • Life Support Systems Coordinator | Nov. '96 - Current |
| • Aquarium Zoologist | Oct. '90 - Nov. '97 |
| • Marine Mammals Zoologist | July '88 - Oct. '90 |
| • Minnesota Mammal Keeper | July '87 - July '88 |

Manager for the operation of aquatic support systems. Responsible for staffing, exhibit and holding design, educational and interpretive presentations and department budgeting. Systems include Marine Mammals (1,200,000 gallons), Freshwater and Marine Fish (325,000 gallons), and Native Aquatic Mammals (40,000 gallons). Completed projects include the \$26 million Marine Education Center, Minnesota Beaver/Otter/Lake Exhibits (75,000 gallons) and 100,000 gallon indoor Indo-Pacific Coral Reef Display. On-going projects include renovations of Dolphin/Whale Exhibit (500,000 gallons) and De-nitrification plants for Coral Reef, Shark and Dolphin Systems.

Houston Zoological Gardens, City of Houston, Texas

- | | |
|--------------|----------------------|
| • Supervisor | Dec. '80 - Sept. '84 |
| • Keeper | June '79 - Nov. '80 |

Participated in planning of new Zoo Aquarium. Responsible for the start-up, operation and management of the Aquarium. Duties included staffing, budgeting, locating and purchasing animals and supplies, and selecting themes, designs and graphics for displays, disease identification and treatment, water quality maintenance and lecturing. Other responsibilities included the Children's Zoo's 50,000 gallon native fishes display, and fabrication/operation of Education's Tide Pool. Participated in the successful hatching and rearing of Whites Tree Frogs and Ceratophrys with the Reptile Department.

Sea-Arama Marineworld, Galveston, Texas

- Curator of Fishes
- Aquarist

April '77 - May '79
May '76 - March '77

Participated in planning, construction and repair of displays for mammals, birds, reptiles, and fish. Supervised staff in the maintenance and operation of aquaria, marine mammal displays and oceanarium. Responsible for the water quality and the water systems totaling over 1.5 million gallons and the orientation of new divers, aquarists and show personnel. Participated in the collection of local fish, invertebrates and marine mammals for display, sale and trade.

Innerspace Exploration Inc., Galveston, Texas

- Diver/Deckhand

September '75 - June '76

Commercial and research diving operation specializing in equipment recovery for the oil industry and habitat sampling for the local research community.

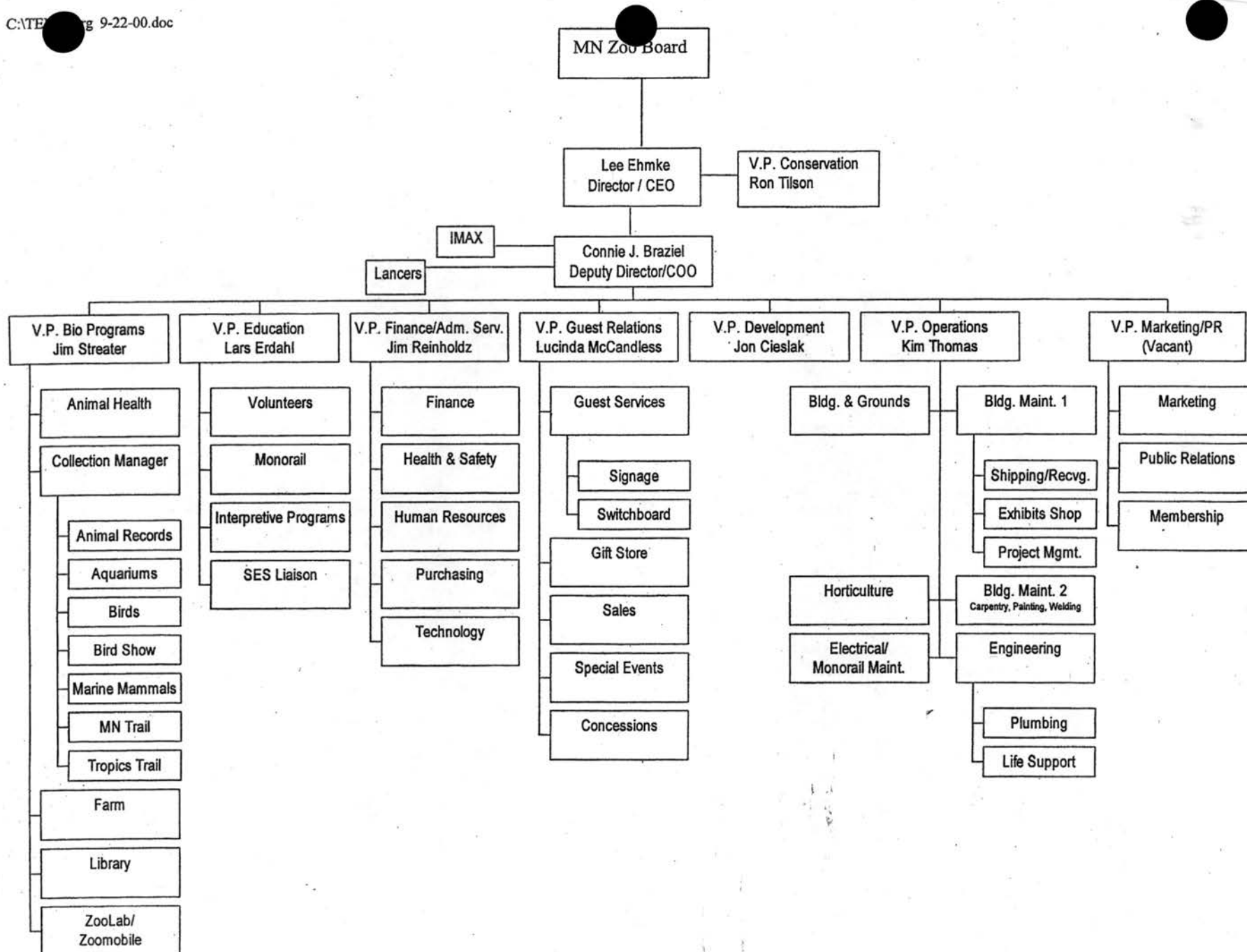
Education

Undergraduate:

BS Biology Major, University of Houston, 1980 - 1982
Additional Courses in Microbiology and Chemistry
Marine Biology Major, Texas A&M, 1975 -1978

Continuing:

Honeywell Home and Building Control University:
Fundamentals of Burners and Boilers
Burner and Boiler Controls
Controlling Building HVAC Costs
Dakota County Vocational Tech:
AC Electronics
DC Electronics
Certified Swimming Pool Operator
State of Minnesota Licensed Stationary Engineer



The Minnesota Zoo offers various avenues for training.

All new employees attend a formal orientation session with a Human Resources staff member. Those employees are given information regarding their pay, benefits, performance review information, and select policies for their immediate review. Right-To-Know training is given to all employees so that everyone is aware of the hazardous chemicals that they may use during their employment.

Employees receive training from Health and Safety staff, depending upon their needs. This training includes subjects like radio etiquette, first aid, equipment safety (i.e. forklift/skidster safety), emergency evacuations, confined spaces, lockout/tagout, and bloodborne pathogens.

Computer training on basic applications is arranged through Mind Sharp, a local training company.

All employees are encouraged to attend training courses offered by the state Department of Employee Relations. They offer a full line of training courses covering topics from managerial and supervisory training (mandatory training for classified employees) to classes in development and career enhancement (i.e. The Challenges of Managing and Working With Human Behavior, Understanding and Respecting Diversity, Dynamic Communication, Personal Time Management, Managing Mid-Life Transitions). We also send our permanent employees to Preventing Sexual Harassment class through the Department of Employee Relations.

Keepers receive training from the Zoologist and other experienced staff in the area they are assigned to. New keepers work with experienced keeper staff until they can demonstrate sufficient basic skills to work without constant supervision. Written materials such as area maps, cleaning and safety procedures, management plans, information on the collection and other information is also provided.

Individual Development Planning. As a part of the performance appraisal, the employee shall be notified of any gaps between current levels of performance and those required for satisfactory performance. The employee shall also be given an opportunity to explore with the supervisor any perceived developmental needs or interests to improve performance in the current job or to expand capability to achieve higher levels of responsibility within the agency and State service. The employee and supervisor shall complete an Individual Development Plan which states the agreed upon needs, indicates priorities for the needs, and suggests means to respond to those needs. The plan shall be reviewed and updated at the time of the annual performance review and shall be monitored during the appraisal period.

The supervisor and the Appointing Authority shall make a reasonable effort to provide the agreed upon assistance to help the employee address his/her developmental needs including, at the discretion of the Appointing Authority, release time and/or payment for enrollment in State-sponsored or approved training courses and enrollment in seminars and courses at educational institutions in accord with Administrative Procedure 21.

Required Training. Training and education may be necessary to meet the goals of State agencies to have employees function appropriately in their positions and to prepare employees to accept expanded responsibilities. Employees who are required by their Appointing Authorities to participate in training programs shall be released from their work assignments and shall be paid for their normal hours of work.

All Other Training. An employee may request to attend a specific training activity. If, in the judgment of the Appointing Authority, the requested course, workshop, conference, or seminar will better prepare an employee to perform his/her current or projected responsibilities and if staffing needs and budgetary resources permit, the Appointing Authority may approve the employee's request for training and provide release time and/or reimbursement in accord with Administrative Procedure 21 and Chapter 15. An employee must successfully complete the training to be eligible for reimbursement. Expenses incurred shall be reimbursed in accord with Chapter 15. With the prior approval of the Appointing Authority, an employee required to attend continuing education courses in order to maintain professional licensure necessary to his/her State employment may be released from work to attend courses determined to be relevant to the job.

Membership in Professional Organizations. In each fiscal year, the Appointing Authority may authorize payment for an employee of full or partial costs of membership dues paid to professional organizations related to the employee's job provided that the organization offering the membership does not directly influence agency policies, exist primarily for social reasons, have as its primary purpose the advancement of individual employee interests, or restrict membership on the basis of sex, race, or religion. The employee may attend meetings and seminars of professional organizations during work hours if the amount of time required is reasonable, the Appointing Authority approves such attendance as related to the work assignment, and staffing requirements permit. The employee may hold office in professional organizations if s/he receives no stipend or direct payment other than expense reimbursement from the organizations.

Subscriptions. An Appointing Authority may authorize payment for the cost of an employee's individual subscriptions to magazines or other professional publications provided that the publications meet organizational needs.

State of Minnesota
**Department of Employee Relations
Office of the Commissioner**

DEPARTMENT OF EMPLOYEE RELATIONS
ADMINISTRATIVE PROCEDURE 21

STATUTORY
REFERENCE 43A.21

PAGE NO 1 OF 3
EFF. DATE 01-19-95
REV. DATE

COMMISSIONER'S SIGNATURE Bruce H. Johnson /s/

EMPLOYEE TRAINING AND DEVELOPMENT

Description and Scope - The State of Minnesota believes that training and development are integral components of work performance, and are inherently tied to agency mission, goals, strategic planning, workforce planning and finally the provision of services to the public. The State of Minnesota, as employer, values the dignity and the potential of its employees and believes that developing employee potential, through coaching, education and training, mobility opportunities, and on-the-job training is critical to organizational effectiveness. It is the responsibility of the agency management, the supervisor and the employee, working in partnership, to determine the work goals and training needs for each. The purposes for training and development are:

- to provide agencies with a productive and skillful work force capable of meeting the current and future responsibilities of state government;
- to promote constructive work-place relationships in a healthy and diverse workforce; and
- to assist employees in achieving career and individual development goals.

Responsibility -

A. Agency

State agencies have the responsibility to create and maintain a climate which encourages training and development as an ongoing part of the performance management process which supports the accomplishment of the agency's mission, including but not limited to:

- developing a plan and budget for training based upon needs analysis, promoting access to training for all employees,
- ensuring that training and development plans are prepared, updated, and discussed by management, supervisor and employee, as part of the employee performance communication process, at three organizational levels: 1) agency, 2) work unit, and 3) individual employee development, and
- ensuring that the individual employee development plan is developed jointly by the individual employee and the supervisor, is based upon needs analysis, and is consistent with the mission and needs of the agency.

American Zoo and Aquarium Association

Karla Anderson, PF, Lizard, Chelonian, and Amphibian TAGs
 Mary Babcock, PF
 Connie Braziel, PF
 Jon Cieslak, AA
 Lee Ehmke, PF, Vice-Chair, AZA Honors and Awards Committee
 Lars Erdahl, PF
 Steve Estebo, AA,
 Jackie Fallon, Mexican Wolf SSP
 Tony Fisher, Bison, Buffalo and Cattle TAG
 Sharon Foster, AA
 Diane Fusco, Marine Mammals TAG
 Gwynn Hietala, AA
 Timothy Hill, AA
 Kathy Holzer, PF, Small Population Mgmt Advisory Group (SPMAG), Institutional Data Mgmt Advisory Group, Felid TAG, SPMAG Advisor for Tiger Species Survival Plan, SPMAG Advisor for Takin Population Mgmt Plan, SPMAG Advisor for Goral Population Mgmt Plan, Canid, Hyena and Aardwolf TAG
 Lucinda McCandless, AA
 Christine McKnight, AA
 Beth Jo Schoeberl, PF, Clouded Leopard SSP, Gibbon Felid TAG, Komodo Dragon working group
 Pascale Smith, PF
 Jim Streater, PF
 Fred Swengel PF, Bat TAG
 Judy Thompson, AA
 Ron Tilson, PF, Co-Chair ,AZA Southeast Asia Conservation Action Partnership (CAP), AZA Field Conservation Committee, Coordinator, AZA Tiger Species Survival Plan (SSP), AZA Tiger SSP, AZA Felid and Canid Taxon Advisory Group (TAG), Advisor, AZA Asian Primate TAG
 Laurie Trechsel, PF
 Larry Vorwerk, AA
 Kevin Willis, PF, Wildlife Conservation and Mgmt Committee, Animal Data Information Systems Committee, Systematics Advisory Group, Institutional Data Mgmt Advisory Group, Small Population Mgmt Advisory Group (SPMAG), SPMAG Advisor for Cheetah SSP, Clouded Leopard SSP, Black Rhino SSP, White Rhino SSP, Indian Rhino SSP, Attwater's Prairie Chicken SSP, Guam Rail SSP, Green Aracari PMP, and instructor for AZA Institutional Records Keeping Course, AZA Institutional Collection Planning Course, instructor and administrator for AZA Studbook Course
 Sheri White Commers, AA

North American Regional Studbooks:

Karla Anderson – Asian Brown and Impressed Tortoise
 Tim Hill – Goral, Takin
 Kathy Holzer – Amur Tiger
 Beth Jo Schoeberl – Canadian Lynx
 Fred Swengel – Nilgiri Tahr

Alliance of Marine Mammals Parks and Aquariums (Lars Erdahl)
American Association of Zoo Veterinarians (Jim Rasmussen)
American Association of Zookeepers (Mary Babcock, Jackie Fallon, Tim Hill, Christine McKnight, Fred Swengel, Laurie Trechsel)
American Federation of Aviculture (Steve Estebo)
American Institute of Biological Sciences (Kathy Holzer)
American Veterinary Medical Association (Jim Rasmussen)
Association of Primate Veterinarians (Jim Rasmussen)
Association of Zoo Veterinary Technicians (Kay Kamps)
Conservation Breeding Specialist Group (CBSG) of SSC IUCN World Conservation Union
 (Connie Braziel, Steering Committee, Lee Ehmke, Board Member, Kathy Holzer, Ron Tilson, Coordinator for both Tiger Global Conservation Strategy and Adopt-A-Park, Co-coordinator Southeast Asia Faunal Interest Group)
Greater Minneapolis Convention and Visitors Association (Lucinda McCandless)
International Association of Amusement Parks and Attractions (Lucinda McCandless)
International Association of Aquatic Animal Medicine (Jim Rasmussen)
International Association of Business Communicators (Gwynn Hietala)
International Butterfly Breeders Association (Mary Babcock)
International Marine Animal Trainers Association (Diane Fusco, Lynne Haisting)
International Species Information System (Lee Ehmke, Board Member)
Minnesota Association of Veterinary Technicians (Kay Kamps)
Minnesota Employee Recreation & Services Council (Lucinda McCandless)
Minnesota Falconer's Association (Steve Estebo, Jackie Fallon)
Minnesota Foundation for Responsible Animal Care (Tony Fisher)
Minnesota Herpetological Society (Steve Estebo)
Minnesota Naturalist Association (organization, Melanie Sorenson, Judy Armstrong)
Minnesota Office on Citizenship and Volunteer Service (organization)
National Marine Educators Association (Lars Erdahl)
National Science Teachers Association (Grant Spickelmier)
Public Relations Society of America (Kelly Lessard)
National Institute of Government Purchasers (Sue Spier)
North American Falconers Association (Steve Estebo)
Saint Paul Convention & Visitors Bureau (Lucinda McCandless)
Society for Conservation Biologists (Fred Swengel)
Society of Conservation Biology (Kathy Holzer)
Southeast Asian Zoo Association (Ron Tilson)
Ventana Wilderness Society (Lee Ehmke, Advisory Board)
Women in Communications (Kelly Lessard)
World Zoo Organization (Lee Ehmke)
Zoo Registrars Association (Kathy Holzer)

Support
Organization

**Deloitte
& Touche****MINNESOTA ZOO FOUNDATION**

**Financial Statements for the Years Ended
December 31, 1999 and 1998 and
Independent Auditors' Report**

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**Deloitte
& Touche**

INDEPENDENT AUDITORS' REPORT

Board of Trustees
Minnesota Zoo Foundation
Apple Valley, Minnesota

We have audited the accompanying statements of financial position of the Minnesota Zoo Foundation (the Foundation) as of December 31, 1999 and 1998 and the related statements of activities, program and supporting services expenses, and cash flows for the years then ended. These financial statements are the responsibility of the Foundation's management. Our responsibility is to express an opinion on these financial statements based on our audits.

We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audits provide a reasonable basis for our opinion.

In our opinion, such financial statements present fairly, in all material respects, the financial position of the Foundation as of December 31, 1999 and 1998 and the results of its activities and its cash flows for the years then ended, in conformity with accounting principles generally accepted in the United States of America.

Deloitte & Touche

July 7, 2000

**Deloitte
Touche
Tohmatsu**

MINNESOTA ZOO FOUNDATION

STATEMENTS OF FINANCIAL POSITION DECEMBER 31, 1999 AND 1998

	1999	1998
ASSETS		
Cash	\$ 448,780	\$ 477,398
Short-term investments	204,907	307,065
Contributions receivable	384,775	122,400
Long-term investments	5,985	5,742
Other assets	25,307	23,998
Assets restricted to investment in buildings and equipment (Note 1)	<u>3,099,075</u>	<u>4,627,722</u>
	<u>\$ 4,168,829</u>	<u>\$ 5,564,325</u>
LIABILITIES AND NET ASSETS		
Accounts payable - Construction	\$ 186,060	
Accounts payable - Other (Note 3)	9,690	\$ 1,449
Accrued expenses:		
Salaries and benefits (Note 3)	14,837	17,061
Interest	1,387	14,072
Long-term debt (Note 4)	<u>2,550,000</u>	<u>2,600,000</u>
Total liabilities	2,761,974	2,632,582
NET ASSETS:		
Unrestricted	(60,505)	(264,909)
Temporarily restricted (Note 5)	1,462,821	3,192,113
Permanently restricted (Note 5)	<u>4,539</u>	<u>4,539</u>
Total net assets	<u>1,406,855</u>	<u>2,931,743</u>
	<u>\$ 4,168,829</u>	<u>\$ 5,564,325</u>

See notes to financial statements.

MINNESOTA ZOO FOUNDATION

STATEMENTS OF ACTIVITIES YEARS ENDED DECEMBER 31, 1999 AND 1998

	1999			
	Unrestricted	Temporarily Restricted	Permanently Restricted	Total
REVENUES, GAINS, AND OTHER SUPPORT:				
Contributions	\$ 1,024,862	\$ 891,162		\$ 1,916,024
Contributions - Zoo (Note 3)		95,843		95,843
Investment income	67,875			67,875
Net assets released from restrictions	<u>2,716,297</u>	<u>(2,716,297)</u>		
Total revenues, gains, and other support	3,809,034	(1,729,292)		2,079,742
EXPENSES:				
Program services	3,183,075			3,183,075
Supporting services:				
Management and general	248,585			248,585
Fund-raising	<u>172,970</u>			<u>172,970</u>
Total expenses	<u>3,604,630</u>			<u>3,604,630</u>
CHANGE IN NET ASSETS	204,404	(1,729,292)		(1,524,888)
NET ASSETS AT BEGINNING OF YEAR	<u>(264,909)</u>	<u>3,192,113</u>	<u>\$ 4,539</u>	<u>2,931,743</u>
NET ASSETS AT END OF YEAR	<u>\$ (60,505)</u>	<u>\$ 1,462,821</u>	<u>\$ 4,539</u>	<u>\$ 1,406,855</u>
	1998			
	Unrestricted	Temporarily Restricted	Permanently Restricted	Total
REVENUES, GAINS, AND OTHER SUPPORT:				
Contributions	\$ 278,319	\$ 2,939,207		\$ 3,217,526
Investment income	119,128			119,128
Net assets released from restrictions	<u>2,762,931</u>	<u>(2,762,931)</u>		
Total revenues, gains, and other support	3,160,378	176,276		3,336,654
EXPENSES:				
Program services	1,700,906			1,700,906
Supporting services:				
Management and general	364,146			364,146
Fund-raising	<u>206,376</u>			<u>206,376</u>
Total expenses	<u>2,271,428</u>			<u>2,271,428</u>
CHANGE IN NET ASSETS	888,950	176,276		1,065,226
NET ASSETS AT BEGINNING OF YEAR	<u>(1,153,859)</u>	<u>3,015,837</u>	<u>\$ 4,539</u>	<u>1,866,517</u>
NET ASSETS AT END OF YEAR	<u>\$ (264,909)</u>	<u>\$ 3,192,113</u>	<u>\$ 4,539</u>	<u>\$ 2,931,743</u>

See notes to financial statements.

MINNESOTA ZOO FOUNDATION

STATEMENTS OF PROGRAM AND SUPPORTING SERVICES EXPENSES YEARS ENDED DECEMBER 31, 1999 AND 1998

	1999		
	Supporting Services		Total
	Program Services	Management and General	Fund-Raising
Salaries and benefits		\$ 66,061	\$ 154,141
Contract and professional services		100,274	
Interest expense		67,260	
Zoo program distributions	\$ 3,183,075		
Marketing			3,881
Travel expense		42	
Supplies		14,948	14,948
TOTAL EXPENSES	<u>\$ 3,183,075</u>	<u>\$ 248,585</u>	<u>\$ 172,970</u>

	1998		
	Supporting Services		Total
	Program Services	Management and General	Fund-Raising
Salaries and benefits		\$ 71,669	\$ 167,228
Contract and professional services		71,727	
Interest expense		202,427	
Zoo program distributions	\$ 1,700,906		
Marketing			21,622
Travel expense		797	
Supplies		17,526	17,526
TOTAL EXPENSES	<u>\$ 1,700,906</u>	<u>\$ 364,146</u>	<u>\$ 206,376</u>

See notes to financial statements.

MINNESOTA ZOO FOUNDATION

STATEMENTS OF CASH FLOWS YEARS ENDED DECEMBER 31, 1999 AND 1998

	1999	1998
CASH FLOWS FROM OPERATING ACTIVITIES:		
Change in net assets	\$(1,524,888)	\$ 1,065,226
Adjustments to reconcile change in net assets to net cash used in operating activities:		
Increase in contributions receivable	(262,375)	(114,625)
(Increase) decrease in other assets	(1,310)	7,753
Decrease (increase) in assets restricted for investment in buildings and equipment	1,528,647	(45,163)
Increase (decrease) in accounts payable	194,301	(16,116)
Decrease in accrued expenses	(14,909)	(50,788)
Restricted contributions	<u>(891,162)</u>	<u>(2,939,207)</u>
Net cash used in operating activities	(971,696)	(2,092,920)
CASH FLOWS FROM INVESTING ACTIVITIES -		
Net change in investments	101,916	(40,529)
CASH FLOWS FROM FINANCING ACTIVITIES:		
Restricted contributions	891,162	2,939,207
Proceeds from debt	2,300,000	
Payments made on debt	<u>(2,350,000)</u>	<u>(1,244,577)</u>
Net cash provided by financing activities	<u>841,162</u>	<u>1,694,630</u>
NET DECREASE IN CASH	(28,618)	(438,819)
CASH AT BEGINNING OF YEAR	<u>477,398</u>	<u>916,217</u>
CASH AT END OF YEAR	<u>\$ 448,780</u>	<u>\$ 477,398</u>
SUPPLEMENTAL INFORMATION -		
Cash paid for interest	<u>\$ 79,945</u>	<u>\$ 206,266</u>

See notes to financial statements.

MINNESOTA ZOO FOUNDATION

NOTES TO FINANCIAL STATEMENTS YEARS ENDED DECEMBER 31, 1999 AND 1998

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Organization - The Minnesota Zoo Foundation (the Foundation) solicits contributions and provides other services for the Minnesota Zoological Garden (the Zoo). The resources of the Foundation are administered by the Board of Trustees, which is responsible for the distribution of funds to accomplish the objectives identified above. The bylaws of the Foundation state that at least one trustee of the Foundation shall also be a member of the Zoo Board of Trustees; however, the Foundation will strive to have at least three trustees who are also members of the Zoo Board of Trustees.

Basis of Accounting - The financial statements are prepared on the accrual basis of accounting.

Use of Estimates - The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Temporarily and Permanently Restricted Net Assets - Temporarily restricted net assets are those whose use by the Foundation has been limited by donors to a specific time period or purpose. Permanently restricted net assets have been restricted by donors to be maintained by the Foundation in perpetuity.

Donor-Restricted Gifts - Unconditional promises to give cash and other assets are reported at fair value at the date the promise is received. The gifts are reported as either temporarily or permanently restricted support if they are received with donor stipulations that limit the use of the donated assets. When a donor restriction expires, that is, when a stipulated time restriction ends or purpose restriction is accomplished, temporarily restricted net assets are reclassified as unrestricted net assets and reported in the statement of activities as net assets released from restrictions. In the absence of donor specification that income and gains on donated funds are restricted, such income and gains are reported as income of unrestricted net assets.

Pledges Receivable - Outstanding pledge contributions from various corporations, foundations, and individuals were discounted at 6.0% and are receivable as follows:

	1999	1998
Pledges due:		
In less than one year	\$ 897,668	\$ 1,884,921
In one to five years	131,415	955,037
Unamortized discount	(47,070)	(68,400)
Pledges receivable, net	<u>\$ 982,013</u>	<u>\$ 2,771,558</u>

All pledges receivable are temporarily restricted at December 31, 1999 and 1998.

Assets Restricted to Investment in Buildings and Equipment - Assets restricted to investment in buildings and equipment consist of the following at December 31:

	1999	1998
Pledges receivable, net	\$ 982,013	\$ 2,771,558
Proceeds from issuance of the revenue note (Note 4)	1,825,065	958,183
Other restricted cash and investments	291,997	897,981
	<u>\$ 3,099,075</u>	<u>\$ 4,627,722</u>

Other Assets - Other assets consist of deferred financing costs associated with the issuance of the revenue notes (see Note 4) and are being amortized over the period the revenue notes are outstanding, using the straight-line method.

Federal Income Taxes - The Foundation is a not-for-profit corporation and has been recognized as tax-exempt pursuant to Section 501(c)(3) of the Internal Revenue Code.

Investments - Short-term, long-term, and other restricted investments consist of short-term money market accounts and are carried at fair value, based on quoted market prices.

Program and Supporting Services Allocation of Expenses - The costs of providing the various programs and other activities have been summarized on a functional basis within the statements of activities. Accordingly, certain costs have been allocated among the programs and supporting services benefited.

Reclassifications - Certain reclassifications have been made to the 1998 financial statements to conform to the 1999 presentation. Such reclassifications had no effect on net assets as previously reported.

2. CAPITAL CAMPAIGN

In 1995, the Foundation began a capital campaign with a goal to raise \$8,200,000 for the construction of two Zoo projects: Discovery Bay and the Zoo Farm. In 1999 and 1998, the Foundation distributed to the Zoo approximately \$1,941,500 and \$1,000,000, respectively, which includes the proceeds borrowed on the long-term debt as discussed in Note 4. These amounts have been included as part of program services expenses within the statements of activities.

3. TRANSACTIONS WITH RELATED PARTIES

The chair and several members of the Foundation's Board of Trustees also serve on the Board of Trustees of the Zoo. Expenses paid by the Zoo and reimbursed by the Foundation were as follows for the years ended December 31, 1999 and 1998:

	1999	1998
Salary costs	\$ 121,000	\$ 188,001
Program distributions	3,183,075	1,700,905
Accounts payable and accrued salaries and benefits at the end of the period		18,509

Effective July 1999, the Zoo no longer requires the Foundation to reimburse the Zoo for salary costs. The Foundation shows the salary expense paid by the Zoo on the statement of activities, with the offsetting amount for which no reimbursement was required within the statement of activities as temporarily restricted contributions.

Pledges receivable from members of the Foundation's and the Zoo's boards of trustees were \$48,879 and \$189,520 at December 31, 1999 and 1998.

4. LINE OF CREDIT AND NOTES PAYABLE

Line of Credit - In July 1997, the Foundation entered into a \$500,000 bank line of credit. There were no outstanding borrowings under this line of credit at December 31, 1999 and 1998.

Long-Term Debt - Long-term debt consists of \$250,000 of a Series 1996 Revenue Note and \$2,300,000 of a Series 1999 Revenue Note. The Series 1996 Revenue Note was issued on December 1, 1996 by the Dakota County Housing and Redevelopment Authority (DCHRA) on behalf of the Foundation. The proceeds of the revenue note (which were received on December 23, 1996) are being used to fund the construction of Discovery Bay and the Zoo Farm until the capital campaign collections are received. The interest in the revenue note has been assigned to Norwest Investment Services, Inc. by DCHRA. The revenue note is the sole obligation of the Foundation.

Interest payments are due and adjusted quarterly, beginning December 23, 1996, and are based on 80% of the 90-day Treasury bill rate (3.91% at December 31, 1999). The revenue note is subject to redemption at the option of the Foundation on any interest payment date at a redemption price of 100% of the principal amount. If the revenue note is not optionally prepaid as discussed above, payment of principal is due on December 1, 2001.

The Series 1999 Revenue Note was issued on December 28, 1999 by the DCHRA on behalf of the Foundation. The proceeds of the revenue note are being used primarily to fund additional construction to the Zoo Farm until additional capital campaign collections are received. The interest in the revenue note has been assigned to Norwest Investment Services, Inc. by DCHRA. The revenue note is the sole obligation of the Foundation.

Interest payments are due and adjusted quarterly, with an interest rate of 4.3% per annum until April 1, 2000. On and after April 1, 2000, the rate is based on 80% of the 90-day Treasury bill rate. The revenue note is subject to redemption at the option of the Foundation on any interest payment date at a redemption price of 100% of the principal amount. If the revenue note is not optionally prepaid as discussed above, payment of principal is due on December 1, 2004.

As underlying security for the revenue notes, the Foundation has entered into standby letter of credit agreements with Norwest Bank in the amount of \$3,105,000 (for the 1996 note) and \$2,300,000 (for the 1999 note) to provide for payment of principal and interest (up to a maximum of 105 days' interest at an annual rate of 12%) in the event of default on the respective revenue note by the Foundation. Fees associated with the standby letters of credit are due quarterly and are calculated as 2.25% of the available amount of the standby letter of credit, as defined.

All proceeds from the revenue notes are invested in U.S. Government obligations and are carried at fair value based on quoted market prices. The proceeds are classified as assets restricted to investment in buildings and equipment within the statements of financial position. The revenue notes are secured by the pledges receivable.

5. TEMPORARILY AND PERMANENTLY RESTRICTED NET ASSETS

Temporarily restricted net assets are available for the following purposes at December 31, 1999 and 1998:

	1999	1998
Capital projects	\$ 1,082,530	\$ 2,950,043
Zoo programs	<u>380,291</u>	<u>242,070</u>
	<u>\$ 1,462,821</u>	<u>\$ 3,192,113</u>

Net assets were released from donor restrictions in 1999 and 1998 by incurring expenses satisfying the restricted purposes or by occurrence of other events specified by donors as follows:

	1999	1998
Capital projects	\$ 1,877,746	\$ 1,354,077
Zoo program expenses incurred	<u>742,708</u>	<u>1,408,854</u>
Salary contribution by Zoo	<u>-95,843</u>	<u></u>
	<u>\$ 2,716,297</u>	<u>\$ 2,762,931</u>

Permanently restricted net assets are contributions which are to be invested in perpetuity, the income from which is expendable for zoo-sponsored summer classes.

Amended 5/10/91 - MZF
Approved 5/16/91 - MZB
Amended 1/22/1993 - MZF
Amended 10/28/1994 - MZF
Approved 1/26/95 - MZB
Amended 4/13/95 - MZF
Approved 4/27/95 - MZB
Approved 10/26/95 - MZB
Amended 10/27/95 - MZF

BY-LAWS
OF
THE MINNESOTA ZOO FOUNDATION

SECTION 1

OFFICES

The city, town, or other community in which the registered office of the Corporation is located in Minnesota shall be as set forth in the Articles of Incorporation of the Corporation, or in the most recent amendment or restatement of such Articles of Incorporation, or in a certificate of change of registered office filed with the Secretary of State of Minnesota reflecting the adoption of a resolution by the Board of Trustees of the corporation changing such registered office.

The Corporation may have such other offices, within or without the State of Minnesota, as the Board of Trustees may designate or as the activities of the Corporation may require from time to time.

SECTION 2

MEMBERS

The Corporation shall have no members.

SECTION 3

BOARD OF TRUSTEES

Section 3.1: General Powers

The Board of Trustees shall have all powers and duties necessary and appropriate for the administration of the affairs of the Corporation, consistent with law, the Articles of Incorporation, and the By-Laws of the Corporation. The Corporation

is organized and operated exclusively to support the Minnesota Zoological Garden, a Minnesota governmental unit, and the Board of Trustees shall exercise its powers in a manner which is consistent with the purposes and policies of the Minnesota Zoological Garden and ensures that the Minnesota Zoological Board has a significant voice in the investment policies of the Corporation, the timing of grants, the manner of making grants and in otherwise directing the use of the income and assets of the Corporation.

Section 3.2: Number; Qualifications; Terms of Office

The number of Trustees shall be not less than 10 nor more than 30. At least one (1) Trustee shall at all times be a member of the Minnesota Zoological Board who has agreed to also serve as a Trustee of the Corporation. The Board shall use its best efforts to maintain three (3) or more additional persons who are members of the Minnesota Zoological Board and have agreed to also serve as Trustees of the Corporation; provided, however, that a majority of the Board of Trustees shall at all times consist of persons who are not members of the Minnesota Zoological Board. All Trustees shall be adult natural persons and need not be residents of the State of Minnesota.

All voting power in the Corporation shall be vested in the Board of Trustees. Each Trustee shall have one vote in all matters requiring the action or vote of the Board of Trustees and voting shall not be cumulative.

Following the annual meeting of the Board of Trustees in 1993, the Trustees shall be divided into three classes, as nearly equal in number as may be. The term of office of those Trustees of the first class shall expire at the annual meeting of the Board of Trustees in 1994, and such Trustees shall be referred to as the Class of 1994; the term of office of those Trustees of the second class shall expire at the annual meeting of the Board of Trustees in 1995, and such Trustees shall be referred to as the Class of 1995; and the term of office of those Trustees of the third class shall expire at the annual meeting of the Board of Trustees in the year 1996, and such Trustees shall be referred to as the Class of 1996. Upon expiration of the terms of office of the Trustees as classified above, their successors shall be elected for the term of three years each, so that approximately one-third of the number of Trustees of the Corporation shall be elected annually. Each class of Trustees shall be referred to by the year in which its term expires. In addition to the above described Trustees who shall be considered regularly elected, the Executive Director of the Minnesota Zoological Garden shall serve ex-officio as a Trustee without voting privileges. Each regularly elected Trustee shall hold office for the term indicated or until his or her successor shall have been elected and qualified. The Executive Director of the Minnesota Zoological Garden shall serve as a Trustee for a term

concurrent with his or her term as Executive Director or until his or her successor shall have been elected and qualified.

Section 3.3: Election of Trustees

The Trustees shall be elected by a majority vote of the Board of Trustees at the annual meeting of the Board of Trustees, or at any special meeting called for such purpose, from a slate of nominations made by the Nominating Committee. An individual Trustee may give nominations to the Nominating Committee 60 days or more prior to the election to fill a trusteeship which is vacant or will be vacated. Vacancies in the Board of Trustees shall be filled for the remainder of the vacated term by vote of the remaining Trustees, even though less than a quorum.

Section 3.4: Resignation and Removal

Any Trustee of the Corporation may resign at any time by giving written notice to the Secretary of the Corporation. Such resignation shall take effect at the date of receipt or at any later time specified in the resignation, and unless otherwise specified in the resignation, the acceptance of such resignation shall not be necessary to make it effective. Any regularly elected Trustee may be removed, with or without cause, by the affirmative vote of a majority of the Board of Trustees then in office, at any annual, regular, or special meeting thereof.

Section 3.5: Nominating committee

There shall be a Nominating Committee appointed by the Chairman comprised of three Trustees then in good standing. The term of each member of the Nominating Committee shall be for the shorter of one year or the period ending on the date of the annual meeting of the Board of Trustees immediately following his or her appointment. The Nominating Committee shall carry out such duties as specified by the Board of Trustees. Nominations for Trustees shall be presented by the Nominating Committee to the entire Board of Trustees at least 30 days prior to the election of Trustees. Other Trustees may suggest names of prospective Trustees to the Nominating Committee at least 60 days prior to the date names must be presented to the Board of Trustees.

The Nominating Committee shall also nominate persons for vacated offices and for offices which will be vacated at the annual meeting of the Board of Trustees next following.

Section 3.6: Limitation on Number of Terms

Any Trustee may be elected for up to three consecutive three-year terms. A Trustee elected to serve a term of less than three years shall be eligible for election to three consecutive three-year terms upon the expiration of the shorter term to which elected. Any Trustee having served three consecutive three-year terms shall again become eligible for re-election after an absence from the Board of at least one year. Any Trustees serving as officers of the Foundation shall have their Trustee terms extended for the duration of their terms as officers.

SECTION 4

MEETINGS OF TRUSTEES

Section 4.1: Place of Meetings

The Board of Trustees of the Corporation may hold meetings, both regular and special, either within or without the State of Minnesota at such place as the Chairman shall designate.

Section 4.2: Annual Meeting of Trustees

An annual meeting of the Board of Trustees for the purpose of electing new Trustees and Officers shall be held during the month of October in 1990, and thereafter, within the first four months of each calendar year. Notice required for the annual meeting of the Board of Trustees shall be the same as that required for special meetings of the Board of Trustees. Such meeting may be dispensed with and the election of officers, new Trustees, and any other business may be handled pursuant to provisions of these By-Laws which provide for action without meetings.

Section 4.3: Regular Meetings

Regular meetings of the Board of Trustees may be held at such time and at such place as shall from time to time be determined by the Chairman. At a minimum, the Board shall be required to meet at least once in each calendar quarter. Notice of regular meetings shall be given to each Trustee, personally or by mail, telephone, or telecopier, at least five (5) days prior to the day named for such meeting. Notices of regular meetings need not state the purposes thereof.

Section 4.4:

Special Meetings

Special meetings of the Board of Trustees may be called by the Chairman, the Vice Chairman, or upon written request of any four Trustees on five (5) days' notice to each Trustee, personally or by mail, telephone, or telecopier. Each such notice shall state the time and place and the purpose of the meeting. No business other than that stated in the notice shall be transacted at said meeting without the unanimous consent of all Trustees.

Section 4.5:

Quorum

At all meetings of the Board of Trustees a majority of the Trustees in office shall constitute a quorum for the transaction of business and the act of a majority of the Trustees present at any meeting at which there is a quorum shall be the act of the Board of Trustees, except as may otherwise specifically be provided by statute, the Articles of Incorporation, or these By-Laws. If a quorum shall not be present at any meeting of the Board of Trustees, the Trustees present may adjourn the meeting from time to time without notice other than announcement at the meeting until a quorum shall be present. If a quorum is present at the call of a meeting, the Trustees may continue to transact business until adjournment, even though the withdrawal of a Trustee or Trustees originally present leaves less than the number required for a quorum.

Section 4.6:

Organization of Meetings

At all meetings of the Board of Trustees, the Chairman, or in the Chairman's absence, the Vice Chairman, shall act as Chair, and the Secretary, or in the Secretary's absence any person appointed by the Chair, shall act as Secretary. Robert's Rules of Order, Newly Revised, shall govern the conduct of business at all Board meetings.

Section 4.7:

Action without Meeting

Unless otherwise restricted by the Articles of Incorporation or by these By-Laws, any action required or permitted to be taken at any meeting of the Board of Trustees or of any Committees thereof may be taken without a meeting if a written consent thereto is signed by all Trustees or members of such Committees, as the case may be, and such written consent is filed with the minutes of the proceedings of the Board or Committee. Such action shall be effective on the date on which the last signature is placed on the writing or writings, unless a different effective date is set forth therein.

Section 4.8: Telephone Conference Meetings

A conference among Trustees, or among members of any committee established by the Board, by any means of communication through which the participants may simultaneously hear each other during the conference, shall constitute a valid meeting, provided that the same notice is given of the conference as would be required for a meeting and that the number of persons participating in the conference would be sufficient to constitute a quorum at the

meeting. Participation in a meeting by such means shall constitute presence in person at the meeting.

SECTION 5

COMMITTEES

Section 5.1: Executive Committee

An Executive Committee of five or more Trustees may be designated by resolution adopted by affirmative resolution of a majority of the Trustees in office. The Chairman and the Vice Chairman shall serve on the Executive Committee ex-officio. The Executive Director of the Minnesota Zoological Garden shall serve as an ex-officio but non-voting member of the Executive Committee. During the interval between meetings of the Board, the Executive Committee shall advise and aid the officers of the Corporation in all matters concerning its interests and the management of its business, and shall generally perform such duties as may be directed by the Board from time to time. The Chairman shall be the Chair of the Executive Committee. The Committee shall possess and may exercise all the powers of the Board of Trustees while the Board is not in session except power (1) which has been delegated to other Committees in accordance with these By-Laws, (2) to remove or appoint any Trustee or member of the Executive Committee or any officer, (3) to increase or decrease the number of members of the Executive Committee, (4) to alter or amend these By-Laws, (5) to alter or amend the Articles of Incorporation, or (6) to take any action which the Board of Trustees may specifically reserve to itself or as may be reserved in the Articles of Incorporation. Actions of the Executive Committee must be reported and ratified at the regular meeting of the Board of Trustees next following.

Section 5.2: Other Committees

The Board of Trustees shall establish, in addition to the Executive Committee, a Finance Committee, a Nominating Committee, and other such standing and ad hoc Committees as the Board shall determine to be in the best interest of the Corporation. The membership, duties, and responsibilities of said Committees shall

be designated by the Board of Trustees, except as provided in Section 3.5 hereinabove.

SECTION 6

OFFICERS

Section 6.1: Designation of Officers

The Officers of the Corporation shall include a Chairman, a Vice Chairman, a Secretary, and a Treasurer. All such Officers shall be elected by the Board of Trustees from among the Trustees. No person shall hold more than one office simultaneously.

Section 6.2: Election and Term of Office

The Officers shall each be elected for a term of one year or as specified by the Board of Trustees. The election of Officers shall be held at the annual meeting of the Board of Trustees by vote on a slate of nominations provided by the Nominating Committee. New offices may be created and filled at any meeting of the Board of Trustees. Each Officer shall hold office until the Officer's successor shall have been duly elected and shall have qualified.

Section 6.3: Resignations, Removal, and Vacancies

Any Officer elected or appointed by the Board of Trustees may be removed with or without cause at any time by the affirmative vote of a majority of the Board of Trustees. Any Officer may resign at any time by giving written notice to the Chairman or the Secretary of the Corporation. Any vacancy occurring in any office of the Corporation shall be filled by the Board of Trustees.

Section 6.4: The Chairman -- Powers and Duties

The Chairman shall be the Chief Executive Officer of the Corporation, shall preside at all meetings of the Board of Trustees, and shall have general active management of the business of the Corporation, and shall see that all orders and resolutions of the Board of Trustees are carried into effect.

The Chairman shall execute bonds, mortgages, and other contracts required of the Corporation except where required or permitted by law to be otherwise signed and executed and except where the signing and execution thereof shall expressly be delegated by the Board of Trustees to some other Officer or agent of the Corporation.

The Chairman shall be the chief liaison between the Board of Trustees and the Minnesota Zoological Board, and shall make the Board of Trustees aware of any action of the Corporation which would be in conflict with the purposes and policies of the Minnesota Zoological Board. The Chairman shall see that the Minnesota Zoological Board has a significant voice in the investment policies of the Corporation, the timing of grants, the manner of making grants, and in otherwise directing the use of the income and assets of the Corporation. In addition, the Chairman shall carry out any other duties and perform such other tasks as may be assigned to him or her by action of the Board of Trustees.

Section 6.5: The Vice Chairman -- Powers and Duties

The Vice Chairman shall, in the absence or disability of the Chairman, perform the duties and exercise the powers of the Chairman, and shall perform such other duties and have such other powers as the Board of Trustees may from time to time prescribe.

Section 6.6: The Secretary -- Powers and Duties

The Secretary shall attend all meetings of the Board of Trustees and record the proceedings of the meetings of the Board of Trustees in a book to be kept for that purpose and shall perform like duties for standing Committees when required. The Secretary shall give or cause to be given notice of all meetings of the Board of Trustees and shall perform such other duties as may be prescribed by the Board of Trustees and shall perform such other duties as may be prescribed by the Board of Trustees.

Section 6.7: The Treasurer -- Powers and Duties

The Treasurer shall have custody of the Corporate funds and securities and shall keep full and accurate accounts of receipts and disbursements in books belonging to the Corporation and shall deposit all monies and other valuable effects in the name and to the credit of the Corporation in such depositories as may be designated by the Board of Trustees.

A. Accounting

The Treasurer shall disburse such funds of the Corporation as may be ordered by the Board of Trustees, taking proper vouchers for such disbursements, and shall render to the Chairman and to the Board of Trustees as required an account of all his or her transactions as Treasurer and of the financial condition of the Corporation.

B. Bonding

The Treasurer shall give the Corporation a bond, if requested, which shall be kept constantly in force in the sum and with such security or sureties as shall be satisfactory to the Board of Trustees for faithful performance of the duties of his or her office, and for the restoration to the Corporation in the case of his or her death, resignation, retirement, or removal of office, of all books, papers, vouchers, money, and other property of whatever kind in his or her possession or under his or her control belonging to the Corporation.

C. Audit

The Treasurer shall cause an independent audit of the books of the Corporation to be conducted at least once annually by an independent Certified Public Accountant chosen by the Board of Trustees for that purpose.

SECTION 7

COMPENSATION OF TRUSTEES

By resolution of the Board of Trustees, each Trustee may be paid expenses, if any, of attendance at meetings of the Board of Trustees. No Trustee, however, shall be paid a salary, stipend, honorarium, or any other compensation for service as a Trustee. Likewise, any member of a standing or ad hoc Committee may be allowed, pursuant to resolution, to be reimbursed for expenses incurred in attendance at meetings.

SECTION 8

SEAL

The Corporation shall have no seal.

SECTION 9

INDEMNIFICATION

The Corporation shall indemnify a person made or threatened to be made a party to a civil, criminal, administrative, arbitration, or investigative proceeding by reason of the former or present official capacity of the person, and shall pay or reimburse such person's expenses in advance of final disposition of a proceeding, all in accordance with the provisions and requirements of Minn. Stat. Sec. 317A.521, as amended. The Corporation may, by Board

resolution, reimburse expenses, including attorneys' fees and disbursements, incurred by a person in connection with a proceeding at a time when such person is a witness but has not been made or threatened to be made a party to such proceeding.

SECTION 10

CONTRACTS, CHECKS, GIFTS, AND ANNUAL REPORTS

Section 10.1:

Contracts

The Board of Trustees may authorize any officer or officers, agent or agents of the Board of Trustees and of the Corporation, other than the officers so authorized by these By-Laws, to enter into contracts or execute and deliver any instrument in the name of and in behalf of the Corporation.

Section 10.2:

Checks, Drafts, Etc.

All checks, drafts or orders for the payment of money, notes or other evidences of indebtedness issued in the name of the Corporation shall be signed by such officer or officers, agent or agents of the Corporation and in such manner as shall be from time to time determined by resolution of the Board of Trustees.

Section 10.3:

Gifts

The Board of Trustees may accept or reject on behalf of the Corporation any contribution, grant, gift, bequest or devise for the general purpose or for any special purpose of the Corporation.

Section 10.4: Annual Reports to Zoological Board

The Corporation shall cause to be prepared and delivered to the Minnesota Zoological Board, at least annually, a written report on the contributions, grants, gifts, bequests and devises received by the Corporation, the investments made by the Corporation and investment return thereon received, and any grants made by the Corporation of assets or income.

SECTION 11

BOOKS AND RECORDS

The Corporation shall keep correct and complete books and records of account and shall keep minutes of the proceedings of the Board of Trustees, and any Committees having any of the authority

of the Board of Trustees and shall keep at its registered or principal office a record giving names, addresses, and telephone numbers of the Trustees.

SECTION 12

FISCAL YEAR

The fiscal year of the Corporation shall end on December 31 of each year, or as otherwise determined by the Board of Trustees.

SECTION 13

DISSOLUTION, TRANSFER OF ASSETS, MERGERS, ETC.

The Board of Trustees may dissolve the Corporation or sell, lease, exchange, mortgage, encumber or dispose of all, or substantially all of the assets and property of the Corporation including its good will in accordance with applicable provisions of Minnesota law and the Articles of Incorporation of the Corporation.

SECTION 14

WAIVER OF NOTICE

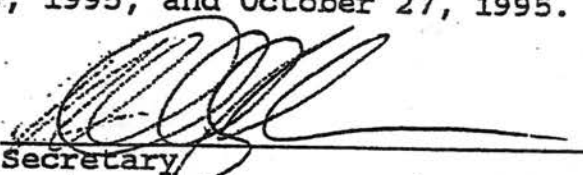
Whenever any notice is required to be given under the provision of the Minnesota Nonprofit Corporation Act or under the provisions of the Articles of Incorporation or the By-Laws of the Corporation, a waiver thereof in writing signed by the person or persons entitled to such notice whether before or after the time of the event to which such notice would have pertained shall be deemed equivalent to the giving of such notice.

SECTION 15

AMENDMENTS

These By-Laws may be altered, amended, or repealed and new By-Laws may be adopted by the affirmative vote of a majority of the Trustees then in office at any regular, annual, or special meeting with respect to which notice of intention to alter, amend, repeal, or adopt new By-Laws at such meeting has been given which specifies the proposed changes; provided, however, that any such amendment shall also require the affirmative written approval of the Minnesota Zoological Board.

I, the undersigned, the Secretary of the Minnesota Zoo Foundation, hereby certify that the foregoing By-Laws were duly adopted as the complete By-Laws of the Corporation by resolutions adopted on September 28, 1990, amended on May 10, 1991, January 22, 1993 and October 28, 1994, April 13, 1995, and October 27, 1995.



Secretary

Dated: October 27, 1995

RESTATED
ARTICLES OF INCORPORATION
OF
THE MINNESOTA ZOO FOUNDATION

The following Restated Articles of Incorporation were duly adopted by the Minnesota Zoo Foundation (the "Corporation"), a Minnesota non-profit corporation organized under the Minnesota Non-Profit Corporation Act, Minnesota Statutes Chapter 317A, and all laws amendatory thereof and supplementary thereto:

ARTICLE I.

NAME

The name of the Corporation shall be the "Minnesota Zoo Foundation."

ARTICLE II.

REGISTERED OFFICE

The registered office of the Corporation shall be 13000 Zoo Boulevard, Apple Valley, Minnesota 55124.

ARTICLE III.

DURATION

The duration of the Corporation shall be perpetual.

ARTICLE IV.

PURPOSES AND POWERS

(a) The Corporation is organized and shall be operated exclusively for charitable purposes, all as contemplated and permitted by Sections 170(c)(2) and 501(c)(3) of the Internal Revenue Code. Within the framework and limitations of the foregoing, the Corporation is organized and shall be operated exclusively for the benefit of, to perform the functions of, and to carry out the purposes of the Minnesota Zoological Garden, a

Minnesota governmental unit, provided and for so long as the Minnesota Zoological Garden is and remains an organization described in Sections 509(a)(1) or 509(a)(2) of the Internal Revenue Code. To such end, the Corporation shall solicit, receive, hold, invest, and contribute funds and property for the benefit of the Minnesota Zoological Garden in a manner consistent with the public good and primarily for capital expenditures and other needs not otherwise funded directly by government.

(b) For the foregoing purposes, the Corporation shall have all powers afforded by the Minnesota Non-Profit Corporation Act and by further laws amendatory thereof and supplementary thereto, including the power to solicit gifts, grants and contributions from all persons whomsoever for use in furtherance of the above-stated purposes; to acquire and receive funds and property of every kind and nature whatsoever, whether by purchase, conveyance, lease, gift, grant, bequest, legacy, devise, or otherwise, outright or in trust; to hold, own, expend, give, grant, contribute, convey, transfer and dispose of any funds and property and the income therefrom in furtherance of the above-stated purposes, and to lease, mortgage, encumber and use the same; to borrow money and incur indebtedness, and in connection therewith to draw, make, accept, endorse, execute, and issue notes, drafts, bills of exchange, bonds, debentures, or any other negotiable or non-negotiable instruments or evidences of indebtedness of any kind or nature whatsoever, and to secure payment thereof and any interest thereon by mortgage, pledge, deed of trust, assignment, or otherwise on, of, or with respect to all or any part of the Corporation; to invest in, acquire, hold, pledge, sell, exchange, transfer or otherwise dispose of securities of any nature and to exercise all the rights, powers and privileges of ownership thereof, including any and all voting rights; to act as trustee or co-trustee of trusts and to otherwise act in a fiduciary capacity when so designated in any inter vivos or testamentary instruments, and in such capacity, to be named as beneficiary of insurance policies or annuity contracts; to contract with private parties and federal, state, and local governments and their agencies and instrumentalities; to be a member of other non-profit corporations; and such other powers which are consistent with the foregoing purposes and which are afforded by the Minnesota Non-Profit Corporation Act.

(c) Notwithstanding the foregoing statement of purposes and powers, the Corporation shall have and exercise only such powers and engage in only such activities as are contemplated and permitted to be carried on by a corporation exempt from federal income taxes under Section 501(a) of the Internal Revenue Code, as an organization described in Section 501(c)(3) thereunder, by a corporation described in and contributions to which are

deductible for federal income tax purposes under Section 170(c)(2) of the Internal Revenue Code, and by a non-private foundation described in Sections 509(a)(1), (2), or (3) of the Internal Revenue Code. The Corporation shall engage in activities exclusively within the contemplation of Minnesota Statutes, Section 290.05, Subdivision 2, provided, however, that this reference shall not be taken as permitting any power or the exercise of any power not within the contemplation of Sections 170(c)(2) and 501(c)(3) of the Internal Revenue Code.

ARTICLE V.

PROHIBITED ACTS

The Corporation shall not, incidentally or otherwise, afford or pay any pecuniary gain, dividends, or other pecuniary remuneration to members, as such, and no part of the net income or net earnings of the Corporation shall, directly or indirectly, be distributable to or otherwise inure to the benefit of any member or individual; provided, however, that the Corporation may pay reasonable compensation for services rendered to or for the benefit of the Corporation. The Corporation shall not carry on propaganda or otherwise attempt to influence legislation to such extent as would result in the loss of exemption under Section 501(a) of the Internal Revenue Code as an organization described in Section 501(c)(3) of the Internal Revenue Code. The Corporation shall not participate in nor intervene in (including the publishing or distributing of statements) any political campaign on behalf of or in opposition to any candidate for public office. The Corporation shall not lend any of its assets to any officer, trustee, or member, or guarantee to any person the payment of a loan by any officer, trustee, or member.

ARTICLE VI.

MEMBERS

The Corporation shall have no members.

ARTICLE VII.

BOARD OF TRUSTEES

The property, affairs, and business of the Corporation shall be managed by its Board of Trustees. The number, qualifications, terms of office, method of election, powers, authority, and

duties of trustees, the time and place of their meetings, and such other provisions with respect to the Board of Trustees as are not inconsistent with these Articles of Incorporation, shall be as specified in the By-Laws of the Corporation.

The names and addresses of the trustees of the Corporation at the time of adoption of these Restated Articles of Incorporation are:

Mark Cherniack
C.C. Dunnavan Company
505 N. County Road 18, #640
Plymouth, MN 55441

Ellie Crosby
1612 Willow Drive
Long Lake, MN 55356

Edward N. Dayton
NED, INC.
445 Lake, #308
Wayzata, MN 55391

Bernadette Klein
1840 Troy Lane
Plymouth, MN 55447

William J. Brody
Fredrikson & Byron, P.A.
1100 International Centre
900 Second Avenue So.
Minneapolis, MN 55402

Scott Kisting
Norwest Bank Minnesota NA
Norwest Center
6th and Marquette
Minneapolis, MN 55479

ARTICLE VIII.

PERSONAL LIABILITY

Neither the trustees nor the officers of the Corporation shall be personally liable to any extent whatsoever for any debts or obligations of the Corporation, nor shall their property be subject to payment of any debts or obligations of the Corporation.

ARTICLE IX.

STOCK

The Corporation shall have no capital stock, either authorized or issued.

ARTICLE X.

DISSOLUTION

The Corporation may be dissolved in accordance with the laws of the State of Minnesota. Upon dissolution, and after payment of all liabilities and obligations of the Corporation and all costs and expenses incurred in connection with dissolution and winding up the affairs of the Corporation, any remaining assets shall be distributed to the Minnesota Zoological Garden, provided the Minnesota Zoological Garden is then in existence and is at that time: organized and operated exclusively for one or more purposes set forth in Sections 170(c)(2) and 501(c)(3) of the Internal Revenue Code; described in Sections 501(c)(3) and 509(a)(1) or (2) of the Internal Revenue Code; and exempt from federal income taxes under Section 501(a) of the Internal Revenue Code. If the Minnesota Zoological Garden is not then in existence or does not then meet the foregoing tax status requirements, then the remaining assets shall be distributed to or among such one or more corporations, associations, trusts, foundations, and institutions that are then in existence and that then meet the foregoing tax status requirements, restricted to purposes consistent with the needs of environmental protection and education and the protection of endangered animal species, all in such proportions as shall be determined by:

(a) The Board of Trustees of the Corporation, if the dissolution of the Corporation is not required by the laws of the State of Minnesota, then in existence, to be conducted under court supervision; or

(b) A court of competent jurisdiction if the dissolution of the Corporation is required by the laws of the State of Minnesota, then in existence, to be conducted under court supervision.

Notwithstanding anything to the contrary hereinabove contained in this Article X, if any assets at the time of dissolution are held by the Corporation in trust or upon condition or subject to any executory or special limitation, and if the condition or limitation occurs by reason of the dissolution of the Corporation, such assets shall revert or be returned, transferred, or conveyed in accordance with the terms and provisions of such trust, condition, or limitation.

ARTICLE XI.

AMENDMENTS

The Board of Trustees of the Corporation shall have the power to amend these Articles of Incorporation, to the extent and in the manner prescribed by the laws of the State of Minnesota; provided, however, that any such action shall also require the affirmative written approval of the Minnesota Zoological Board.

ARTICLE XII.

CITATIONS

All references in these Articles of Incorporation to a particular section of the Internal Revenue Code shall mean and include, as now enacted or as hereafter amended, such section and any provision of the Internal Revenue Code of 1986 and other federal laws as may now or hereafter be applicable, cognate to such section; and all references in these Articles of Incorporation to particular or general provisions of Minnesota statutes or laws shall mean and include, as now enacted or as hereafter amended, such particular or general provisions of Minnesota law as is or may hereafter be applicable, cognate to such provision.



MINNESOTA ZOO

2001 CORPORATE SPONSORSHIP PACKAGES

*Includes Meerkat Opening,
Special Events and
Beastly Ball 2001*



MINNESOTA ZOO

CORPORATE SPONSORSHIP RESPONSE FORM

Name: _____

Company: _____

Address: _____

Please include my company as a sponsor of the Minnesota Zoo at the following level of support:

- ☐ Meerkat Summer Exhibit (\$25,000)
- ☐ Education Program Sponsorship (\$15,000)
_____ Zoo Camp _____ World Language Days
- ☐ Corporate Pathfinder (\$10,000)
- ☐ Corporate Voyager (\$5,000)
- ☐ Special Events Sponsorship (\$5,000)
_____ Tropical Beach Party 2001 _____ Farm Babies 2001
- ☐ Corporate Guide (This support level does not include an animal exhibit sponsorship.)
_____ \$3,000 table – 8 Tickets to 2001 Beastly Ball
_____ Individual Corporate Seats at 2001 Beastly Ball – Tickets are \$300 each
- ☐ Corporate Explorer (This support level will include an animal exhibit sponsorship for donations in excess of \$1,000, but does not include tickets to the 2001 Beastly Ball.)
_____ Amount of Donation _____

Please reserve the following animal exhibit for my company's sponsorship:



Please list my company's formal corporate name in promotional materials as:



Please return the following in the envelope provided:

- ✓ The completed Corporate Sponsorship Response Form
- ✓ Your sponsorship level payment to the **Minnesota Zoo Foundation**
- ✓ Your corporate logo (tiff file) on disk or sent electronically
- ✓ Individual to contact if different than name listed above: _____
- Phone: _____ Fax: _____ E-mail: _____
- ✓ **Mail to: Minnesota Zoo Foundation, 13000 Zoo Boulevard, Apple Valley, MN 55124**

Questions? Please contact: Chris Ball, Corporate Relations
Phone 952-431-9342; Fax 952-431-9300; E-mail chris.ball@state.mn.us



MEERKAT SUMMER EXHIBIT (\$25,000)

This partnership offers an exclusive sponsorship opportunity for the Minnesota Zoo's highly visible new premier attraction in 2001.

Meerkats of the Kalahari will be the Minnesota Zoo's newest exhibit opening in the summer of 2001. These small active animals from southern Africa will delight visitors in their new state-of-the-art exhibit located adjacent to the Zoo's popular Central Plaza. Visitors will delight as they spend hours watching these creative creatures up-close. As an annual sponsor of this special exhibit, your company will receive the opportunity for recognition at one of the Midwest's leading family attractions. Minimum sponsorship is two years. Sponsorship deadline is April 1, 2001.

2001 Meerkat Sponsorship Benefits include:

- Sponsor will be recognized in print advertising in the local media.
- Sponsor will be recognized as the presenting sponsor in press kits distributed by the Zoo to Twin Cities broadcast and print media, regional and national travel media.
- Sponsor will be identified with logo signage at the exhibit.
- 25 invitations to the Zoo's VIP Meerkat Opening.
- Product sampling will be available for appropriate sponsor products.
- One table for 8 guests each with preferred seating at the 2001 Beastly Ball including special signage with your company's name prominently displayed. Value \$3,000.
- Corporate name included in Beastly Ball Program given to all Beastly Ball guests.
- Plaque recognizing sponsorship for your office.
- Inclusion in Zoo's membership and donor newspaper mailed to 30,000 Zoo members.
- 200 complimentary Zoo passes for staff use or customer promotion. Value \$2,000.
- Listing as a corporate supporter on the Zoo's web site, www.mn zoo.org, which receives more than 11,000 hits monthly.
- Listing as a corporate supporter in the Zoo's 2001 Annual Report.
- Recognition on the Zoo's partnership wall. Visible to over 1.2 million guests annually.

Value for tax purposes of Corporate Sponsorship:

Value of Donation:	\$22,400
Non-deductible:	\$600 Ball-related (\$75 per guest, 8 guests)
	\$2,000 Zoo passes

EDUCATION PROGRAM SPONSORSHIP (\$15,000)

This partnership offers an exclusive corporate sponsorship of a highly visible Minnesota Zoo Education Program for a contribution of \$15,000. Your generous donation will be recognized by the thousands of visitors expected to participate in the program.

Two major sponsorship opportunities are available:

- **Zoo Camp.** Your corporate sponsorship of this extremely popular summer program, Zoo Camp, will enable more than 1,800 children to learn about habitats, conservation and experience the Zoo behind-the-scenes. Over 100 classes spark the curiosity of preschool through 8th grade students, as they discover animals and ecosystems from around the world. Your company's logo will be featured on 10,000 registration brochures, on 1,900 Zoo Camp t-shirts worn by campers and staff, on a large on-site poster during Zoo Camp registration and in the Zoo's member newsletter mailed to 30,000 households emphasizing your commitment to children and education. A portion of the contribution will fund Zoo Camp scholarships for the community's underserved. Sponsorship deadline is January 15, 2001.
- **World Language Days.** One of the most exciting educational events at the Minnesota Zoo. Students discover fascinating facts about Zoo animals in the language of the day. French Day is February 6, German Day is February 7, Spanish Days are February 13-14, and Japanese Day is February 15, 2001. Each day, upper level language students interpret at 40 different stations throughout the Zoo. Presentations include use of music, costumes and props to encourage students to practice their language skills. Zoo passports are distributed as students receive stamps at each station. As the World Language Days exclusive sponsor, your company will receive special signage at the Zoo and will be listed on the daily schedules distributed to visitors. In addition, your corporate logo will be listed on the Zoo passports acknowledging your sponsorship. Sponsorship deadline is January 1, 2001.

2001 Sponsorship Benefits include:

- Sponsor will be recognized in all materials associated with the specific sponsored program.
- One table for 8 guests with preferred seating at the 2001 Beastly Ball including special signage with your company's name prominently displayed. Value \$3,000
- Corporate name included in Beastly Ball Program given to all Beastly Ball guests.
- Plaque recognizing sponsorship for your office.
- Inclusion in the Zoo's membership and donor newspaper mailed to 30,000 Zoo members.
- 200 hundred complimentary Zoo passes for staff use or customer promotion. Value \$2,000.
- Listing as a corporate supporter on the Zoo's web site, www.mnzo.org, which receives over 11,000 hits monthly.
- Listing as a corporate supporter in the Zoo's 2001 Annual Report.

Value for tax purposes of Corporate Sponsorship

Value of Donation:	\$12,400
Non-deductible:	\$600 Ball-related (\$75 per guest, 8 guests) \$2,000 Zoo passes

CORPORATE PATHFINDER (\$10,000) EXHIBIT SPONSORSHIP PLUS BEASTLY BALL TABLE

As a Corporate Pathfinder Sponsor of an endangered or threatened species, your corporate logo will be highly visible to more than 1.2 million visitors in 2001. Your partnership will demonstrate your commitment to the Zoo's conservation and education programs.

Each exhibit will have a limit of two sponsors. Sponsorships available at the Pathfinder level include:

- **Amur Leopard** (*Tropics Trail*)
- **Asian Wild Horse** (*Northern Trail*)
- **Bactrian Camel** (*Northern Trail*)
- **Bali Mynah** (*Tropics Trail*)
- **Komodo Dragon** (*Tropics Trail*)
- **Malayan Tapir** (*Tropics Trail*)
- **Mexican Wolf** (*Northern Trail*)
- **Nocturnal Exhibits** (*Tropics Trail*)
- **Amur Tiger** (*Northern Trail*)
- **Takin** (*Northern Trail*)
- **Tree Kangaroo** (*Tropics Trail*)
- **White-Cheeked Gibbon** (*Tropics Trail*)

2001 Sponsorship Benefits include:

- One table for 8 guests with preferred seating at the 2001 Beastly Ball including special signage with your company's name prominently displayed. Value \$3,000.
- Corporate name included in Beastly Ball Program given to all Beastly Ball guests.
- Plaque recognizing sponsorship for your office.
- Inclusion in the Zoo's membership and donor newspaper mailed to 30,000 Zoo members.
- 100 complimentary Zoo passes for staff use or customer promotion. Value \$1,000.
- Listing as a corporate supporter on the Zoo's web site, www.mnzo.org, which receives over 11,000 hits monthly.
- Listing as a corporate supporter in the Zoo's 2001 Annual Report.

Value for Tax Purposes of the Corporate Pathfinder Sponsorship:

Value of Donation:	\$8,400
Non-deductible:	\$600 Ball-related (\$75 per guest, 8 guests) \$1,000 Zoo passes

CORPORATE VOYAGER (\$5,000)

EXHIBIT SPONSORSHIP PLUS BEASTLY BALL TABLE

As a Corporate Voyager sponsor, your company will receive promotional benefits throughout the year, including special signage at your exhibit, clearly visible to more than 1.2 million Zoo visitors expected in 2001.

Each exhibit will have a limit of two sponsors. Sponsorships available at the Voyager level include:

- **American Bald Eagle** (*Minnesota Trail*)
- **American Bison** (*Northern Trail*)
- **Asian Fish** (*Tropics Trail*)
- **Beaver** (*Minnesota Trail*)
- **Burmese Tortoise** (*Tropics Trail*)
- **Caribou** (*Northern Trail*)
- **Chevrotrain** (*Tropics Trail*)
- **Demoiselle Crane** (*Tropics Trail*)
- **Fisher** (*Minnesota Trail*)
- **Flamingo** (*Tropics Trail*)
- **Hornbill** (*Tropics Trail*)
- **Japanese Macaque** (*Tropics Trail*)
- **Lynx** (*Minnesota Trail*)
- **Moose** (*Northern Trail*)
- **Muntjac** (*Tropics Trail*)
- **Porcupine** (*Minnesota Trail*)
- **Prairie Dog** (*Northern Trail*)
- **Pronghorn** (*Northern Trail*)
- **Asian Tricolor Squirrel** (*Tropics Trail*)
- **Puma** (*Minnesota Trail*)
- **River Otter** (*Minnesota Trail*)
- **Toucan** (*Zoolab*)
- **Trumpeter Swan** (*Northern Trail*)
- **Wolverine** (*Minnesota Trail*)

2001 Sponsorship Benefits include:

- One table for 8 guests with preferred seating at the 2001 Beastly Ball including special signage with your company's name prominently displayed. Value \$3,000.
- Corporate name included in Beastly Ball Program given to all Beastly Ball guests.
- Inclusion in the Zoo's membership and donor newspaper mailed to 30,000 Zoo members.
- 50 complimentary Zoo passes for staff use or customer promotion. Value \$500.
- Listing as a corporate supporter on the Zoo's web site, www.mnzo.org, which receives over 11,000 hits monthly.
- Listing as a corporate supporter in the Zoo's 2001 Annual Report.

Value For Tax Purposes of the Corporate Voyager Sponsorship:

Value of Donation: \$3,900
 Nondeductible: \$600 Ball-related (\$75 per guest, 8 guests)
 \$500 Zoo passes

SPECIAL EVENTS SPONSORSHIP (\$5,000)

This partnership offers your company a sponsorship opportunity of a highly visible Minnesota Zoo Special Event for a contribution of \$5,000. Your generous donation will be recognized by the thousands of visitors expected to attend each event.

Each event will have a limit of sponsors based on categories. Sponsorships are available for the following events.

- **Tropical Beach Party 2001.** Visitors will enjoy the warmth of the Tropics as kids wiggle their toes and play in the giant sandbox located at the entrance to the Zoo's popular Tropics Trail. Guests will be able to sit and listen to steel drum music while kids receive free face painting. The warmth and beauty of the tropics will be welcomed on a chilly February weekend. The event will be held on February 17, 18 & 19, 2001. Sponsorship deadline is January 1, 2001.
- **Farm Babies 2001.** This exciting spring adventure provides families with a chance to participate in hands-on interactive activities while getting an up close look at baby animals at the Zoo's Wells Fargo Family Farm. Farm Babies will include baby chicks, piglets, lambs, calves, goats, and rabbits. The event will take place from March 31 – April 15, 2001. The deadline for this co-sponsorship opportunity is February 1, 2001.

2001 Special Event Sponsorship Benefits include:

- Sponsor will be recognized in print advertising in the local media.
- Sponsor will be recognized in press releases distributed by the Zoo to Twin Cities broadcast and print media, regional and national travel media.
- Product sampling during the event will be available for appropriate sponsor products.
- Inclusion in the Zoo's membership and donor newspaper mailed to 30,000 Zoo members.
- 50 complimentary Zoo passes for staff use or customer promotion. Value \$500.
- Sponsor will be featured on special daily schedules produced by the Zoo.
- Listing as a corporate supporter on the Zoo's web site, www.mnzo.org, which receives over 11,000 hits monthly.
- Listing as a corporate supporter in the Zoo's 2001 Annual Report.

Value For Tax Purposes of the Special Event Sponsorship:

Value of Donation: \$4,000
 Nondeductible: \$1,000 Zoo passes

CORPORATE GUIDE (\$3,000)
ONE TABLE FOR 8 GUESTS AT
2001 BEASTLY BALL – A ZOO ODYSSEY

The Corporate Guide Sponsorship level enables businesses to provide an exciting evening for their executives and guests at the Zoo's annual benefit, as well as contribute to Minnesota's most popular year-around attraction. As a Corporate Guide, your contribution to the *2001 Beastly Ball – A Zoo Odyssey* will directly support the Zoo's conservation, education, and recreation programs. **This level does not include an exhibit sponsorship.**

Many companies choose to sponsor a complete table, which seats eight guests, for a total cost of \$3,000; however, you may choose to purchase individual tickets, for a price of \$300 each.

2001 Sponsorship Benefits include:

- One table for 8 guests with preferred seating at the 2001 Beastly Ball including special signage with your company's name prominently displayed. Value \$3,000.
- Corporate name included in Beastly Ball Program given to all Beastly Ball guests.
- Inclusion in the Zoo's membership and donor newspaper mailed to 30,000 Zoo members.
- Listing as a corporate supporter on the Zoo's web site, www.mnzoo.org, which receives over 11,000 hits monthly.
- Listing as a corporate supporter in the Zoo's 2001 Annual Report.

Value For Tax Purposes of the Corporate Guide Sponsorship:

Value of Donation: **\$2,400 for a complete table, or \$225 per ticket**
Nondeductible: \$600 (\$75 per guest, 8 guests)

CORPORATE EXPLORER (\$1,000)
EXHIBIT SPONSORSHIP

As a Corporate Explorer Sponsor, your company will receive recognition through special color signage at an animal exhibit of your choice for one year, beginning January 1, 2001.

As a sponsor of a major exhibit located either on the Minnesota Trail, Tropics Trail or Northern Trail, your corporate logo will be recognized by 1.2 million visitors in 2001.

Sponsorships available at the Explorer level include:

- | | |
|--|--|
| • American Bison (<i>Northern Trail</i>) | • Japanese Macaque (<i>Tropics Trail</i>) |
| • Asian Fish (<i>Tropics Trail</i>) | • Muntjac (<i>Tropics Trail</i>) |
| • Beaver (<i>Minnesota Trail</i>) | • Musk Ox (<i>Northern Trail</i>) |
| • Burmese Tortoise (<i>Tropics Trail</i>) | • Porcupine (<i>Minnesota Trail</i>) |
| • Chevrotain (<i>Tropics Trail</i>) | • Prairie Dog (<i>Northern Trail</i>) |
| • Fisher (<i>Minnesota Trail</i>) | • Pronghorn (<i>Northern Trail</i>) |
| • Flamingo (<i>Tropics Trail</i>) | • Trumpeter Swan (<i>Northern Trail</i>) |
| • Hornbill (<i>Tropics Trail</i>) | • Wolverine (<i>Minnesota Trail</i>) |

2001 Sponsorship Benefits include:

- Inclusion in the Zoo's membership and donor newspaper mailed to 30,000 Zoo members.
- Listing as a corporate supporter on the Zoo's web site, www.mnzoo.org, which receives over 11,000 hits monthly.
- Listing as a corporate supporter in the Zoo's 2001 Annual Report.

Value For Tax Purposes of the Corporate Explorer Sponsorship:

Value of Donation: **\$1,000**

2001 CORPORATE SPONSORSHIP PACKAGES

HOW TO BECOME A SPONSOR

Kindly Return:

- ☐ Your completed Corporate Sponsorship Response Form (enclosed).
- ☐ Your sponsorship level payment to the *Minnesota Zoo Foundation*.
- ☐ Your corporate logo (tiff file) on disk or sent electronically.
- ☐ **Mail to:** Minnesota Zoo Foundation
13000 Zoo Blvd.
Apple Valley, MN 55124

Timing of Sponsorship:

All sponsorships are for a one-year period, beginning January 1, 2001. If the sponsorship is agreed to after January 1, 2001, the sponsorship period begins the first day of the subsequent month. Sponsorships can be adjusted to match your company's specific interests.

Questions?

Please contact:

Chris Ball
Corporate Relations
Minnesota Zoo

Phone 952-431-9342
Fax 952-431-9300
E-mail Chris.Ball@state.mn.us



MINNESOTA ZOO

13000 Zoo Boulevard, Apple Valley, Minnesota 55124

Sponsor *an* Animal Program



Puma

Support Your Favorite Zoo Animal



MINNESOTA ZOO

A Couple of Good Reasons to Sponsor an Animal

When you Sponsor an Animal at the Minnesota Zoo, you help defray the cost of feeding and caring for more than 2,300 wild, wonderful creatures who live here. That's really important, because our grocery bill alone amounts to more than \$250,000 each year. Of course you get to choose the animal you want to sponsor. The larger your sponsorship, the more you contribute to the animal's care.

When you Sponsor an Animal as a GIFT for someone else, you are doing something doubly important. You are making someone else feel special, plus you are helping your favorite animal at the Zoo. There are lots of good reasons to give an animal sponsorship gift; Father's or Mother's Day, Valentine's Day, birthdays, graduations, retirements, and so on.

And, your animal sponsorship lasts for an entire year.



Bottle-Nosed Dolphins

A Bunch of Wild Reasons to Sponsor an Animal

When you Sponsor an Animal in your name or as a gift, you get a sponsorship package that shows how much you care. With each level of animal

sponsorship, from \$25 to \$1,000, the recognition items grow in number. Think how much fun you will have receiving this packet, or giving it to someone else as a gift.

There's everything from a personalized certificate, a refrigerator magnet, a color photo of your animal, a subscription to the Zoo's newsletter and more — depending on your level of sponsorship. Now that's pretty wild.



Amur (Siberian) Tiger

It's Easy to Sponsor an Animal

All you have to do is:

- 1) choose your favorite animal;
- 2) select your animal sponsorship level; and
- 3) fill out the application — and we'll do the rest.

We'll send out the sponsorship recognition items right away; and/or we'll personalize your sponsorship gift package for the person and the occasion you choose. We'll put your contribution to good use, and we'll make sure your animal is well fed.

Or, you can call our Sponsor an Animal program manager at (612) 431-9216 or 1-800-366-7811.

It's just that easy.

Your contribution

Sponsor's Benefits	\$25	\$50	\$100	\$250	\$500	\$1,000+
A personalized certificate	🐾	🐾	🐾	🐾	🐾	🐾
Animal fact sheet	🐾	🐾	🐾	🐾	🐾	🐾
Refrigerator magnet	🐾	🐾	🐾	🐾	🐾	🐾
Invitation to the Sponsor an Animal family reunion	🐾	🐾	🐾	🐾	🐾	🐾
Recognition on the Zoo's Animal Sponsorship Board	🐾	🐾	🐾	🐾	🐾	🐾
Framed, 3 1/2" x 5" color photograph of your animal		🐾	🐾	🐾	🐾	🐾
A hand-painted animal figurine		🐾	🐾	🐾	🐾	🐾
10% discount coupon at the Minnesota Zoo store			🐾	🐾	🐾	🐾
Subscription to Minnesota Zoo newsletter			🐾	🐾	🐾	🐾
Plaque with photo of your sponsored animal				🐾	🐾	🐾
Recognition on Zoo Donor Wall					🐾	🐾



Flamingo

Mammals

- Asian Wild Horse*
- Beaver
- Big Fruit Bat
- American Bison*
- Bottle-Nosed Dolphin*
- Bactrian Camel*
- American Woodland Caribou*
- Larger Malayan Chevrotain
- Chinchilla
- Clouded Leopard*
- Ermine
- Fisher
- Fishing Cat
- Indian Flying Fox
- Hedgehog
- Matchie's Tree Kangaroo
- Japanese Macaque*
- Amur Leopard*
- Canadian Lynx*
- Moose
- Musk Ox
- North American Opossum
- North American River Otter
- Oriental Small-Clawed Otter*
- North American Porcupine
- Pronghorn
- Puma*
- Red Panda*

- Large Tree Shrew
- Slow Loris*
- Prevost's Squirrel
- Southern Flying Squirrel
- Malayan Sun Bear*
- Takin*
- Malayan Tapir*
- Amur (Siberian) Tiger*
- White-Cheeked Gibbon*
- Mexican Grey Wolf*
- Wolverine

Birds

- African Sea Eagle
- Bali Mynah*
- Blue and Yellow Macaw*
- Bleeding Heart Pigeon*
- Crested Wood Partridge
- Demoiselle Crane*
- Bald Eagle*
- Flamingo*
- Golden Eagle
- Golden Pheasant
- Great Horned Owl*
- Green Winged Macaw
- Greater Indian Hornbill
- Grey Parrot*
- Grey Peacock Pheasant*
- Harris Hawk
- Pied Imperial Pigeon
- Red-Tailed Hawk
- Renauld's Ground Cuckoo
- Rose-Breasted Grosbeak

- Tawny Frogmouth
- White-Crested Laughing Thrush
- Temminck's Tragopan
- Trumpeter Swan*
- Victoria Crowned Pigeon*
- King Vulture
- Hyacinth Macaw*
- Black-necked Stilt
- Wandering Whistling Duck
- North American Wood Duck
- Pileated Woodpecker
- Yellow Warbler

Fish & Invertebrates

- Achilles Tang
- Tarpon
- Blue Tang
- Brook Trout
- Brown-Banded Bamboo Shark
- Epaulette Shark
- Clown Anemonefish
- Clown Triggerfish
- Gourami
- Green Moray
- Largemouth Bass
- Leopard Shark
- Lined Sweetlips
- Longjaw Squirrel Fish
- Madagascar Hissing Cockroach

- Milkfish
- Northern Pike
- Orange-Kneed Tarantula
- Orbiculate Batfish
- Picasso Triggerfish
- Porcupinefish
- Spotted Unicornfish
- Southern Stingrays
- Sand Tiger Shark
- Walleye
- Zebra Moray

Reptiles and Amphibians

- African Bullfrog
- Boa Constrictor*
- Burmese Asian Brown Tortoise*
- Burmese Python*
- Green Iguana*
- Komodo Monitor*
- Leopard Gecko
- Malayan Water Monitor*
- New Guinea Tree Frog
- Blue-Tongued Skink
- Soloman Island Skink
- Star Tortoise*
- Timber Rattlesnake
- Common Box Turtle
- Green Sea Turtle*
- Western Hognose Snake

* Endangered, threatened or rare species

Yes, I want to Sponsor an Animal!

Some animals are very popular and will have more than one sponsor.

Please Check: ☐ New ☐ Renewal

Name _____

Address _____

City _____

State _____ Zip _____

Home Phone _____

Work Phone _____

Animal choice _____

Amount of contribution \$ _____

☐ Visa ☐ Mastercard Expiration date _____

Number: _ _ _ _ _

Make checks payable to Minnesota Zoo Foundation

Please indicate:

- ☐ Mail packet to donor
☐ Mail packet to recipient
☐ Mail no packet
☐ Mail no sponsor day invitation for the Sept. reunion

Return This Form To:

Minnesota Zoo Foundation
13000 Zoo Boulevard
Apple Valley, MN 55124-8199
Telephone: (612) 431-9216 or
1-800-366-7811

Benefits received are tax deductible as allowed by law.

If This Is a Gift:

Recipient's name _____

(As it should appear on the certificate/and Animal Sponsor Board.)

Address _____

City _____

State _____ Zip _____

Home Phone _____

Work Phone _____

Message for gift card _____

Gift occasion _____

Date _____

For TTY, call MN Relay Service at 1-800-627-3529.

This document is available in alternative formats upon request.



Red Panda

Sponsor *an*
*A*nimal Program

generously supported by

Richfield Bank

It's More Than You Think. THE MINNESOTA ZOO

help people to better understand conservation issues and encourage stewardship of animals and nature.

It's Entertainment

The Minnesota Zoo is a fun place!

- More than 1.1 million people visit the Zoo each year.
- More than 4 million visitors have enjoyed the dolphins, sharks and other sea creatures in the United HealthCare Marine Education Center since it opened in 1997.
- The Zoo is home to 2,480 animals representing 405 species.
- The Zoo is considered the best destination for children and families (1997 Twin Cities Attraction Monitor, Angus Reid Group). The Mall of America is the only year-round Minnesota attraction that attracts more people than the Minnesota Zoo.



Minnesota Zoo Foundation

13000 Zoo Boulevard
Apple Valley, MN 55124
(952) 431-9310

www.mnzoo.com

For TTY communication, contact Minnesota Relay Service at 612-297-5353 or 1-800-627-3520. This document available in alternative format upon request.



- Zoolab gives up to 1 million students and Zoo visitors a hands-on animal learning experience.
- More than 300,000 Zoo visitors enjoy the fun and informative monorail tour annually.
- The daily Bird Shows, Dolphin Shows and Shark Feedings inform and entertain.

It's Conservation

The Minnesota Zoo is an internationally known conservation center!

- The Zoo partners with the Minnesota Department of Natural Resources to breed threatened trumpeter swans for release into the wild.
- The Zoo coordinates tiger conservation and management around the world — both for captive and wild populations.
- The Zoo partners with other North American zoos to maintain viable populations of the Bali mynah, Komodo dragon, white-cheeked gibbon, takin, tapir, green sea turtle and other threatened and endangered species.
- The Zoo is an Orchid Rescue Station for orchids confiscated by U.S. Customs.
- Public education programs at the Zoo

Minnesota Zoo—It's More Than You Think

☐ Yes, I want to support the Minnesota Zoo and its education, conservation, and recreation programs.

☐ \$50⁰⁰ Name _____

☐ \$100⁰⁰ Address _____

☐ \$500⁰⁰ City _____ State _____ Zip _____

☐ \$1,000⁰⁰ Day Phone _____

☐ \$5,000⁰⁰ Home Phone _____

☐ Other \$ _____

Amount enclosed \$ _____ or charge to ☐ VISA ☐ MasterCard Acct# _____

Signature _____

In any printed recognition, please identify me as: _____

☐ Please do not give me any recognition.

Please make check payable to the Minnesota Zoo Foundation, 13000 Zoo Boulevard, Apple Valley, MN 55124. Thank you for your support of the Minnesota Zoo.

The Minnesota Zoo Foundation is the dedicated not-for-profit 501(c)(3) organization supporting the Minnesota Zoo and their mission to "strengthen the bond between people and the living Earth."





It's a Statewide Resource

The Minnesota Zoo serves many communities and enjoys widespread support from people around Minnesota!

- Zoomobile travels throughout Minnesota and visits 40 counties each year with 34% of its programs in greater Minnesota. Last year, 800 programs were delivered in schools, county fairs, churches, nursing homes and hospitals throughout the state.
- More than 28,000 families, from throughout the state, are Minnesota Zoo members.
- Each year the Zoo offers free admission to more than 100,000 economically



disadvantaged visitors. In recent years, these passes have provided free admission to guests from 84 of Minnesota's 87 counties.

- Less than 1/2 of the Zoo's \$18 million budget comes from the State of Minnesota. The balance is generated from admissions, sales and donations. (Of the 183 American Zoo and Aquarium Association accredited facilities in North America, 98% receive significant public funding.)
- The Zoo Foundation recently completed an \$8.6 million capital campaign to raise private support for the United HealthCare Marine Education Center and the Wells Fargo Family Farm.
- The Zoo Foundation and Zoo Board consist of private sector volunteers who manage, promote and support the Zoo. These foundation and board members personally contributed \$1.1 million to the capital campaign.
- More than 1,000 individuals and companies contribute to support the Zoo annually.



The Zoo's volunteer corps includes 754 individuals who contribute more than 100,000 hours each year.



It's Education

The Minnesota Zoo is the largest environmental learning center in Minnesota!

- The School of Environmental Studies at the Minnesota Zoo is a unique partnership with ISD #196 that provides an innovative educational experience to 400 high school students.
- More than 145,000 K-12 students and teachers, 1/3 from outside the Twin Cities area, enjoy learning at the Zoo each year.
- Each year, 100,000 students in K-6 school groups are admitted free — one of very few fun and free educational experiences available in the state.
- Zoo Camp delivers fun learning adventures to 1,800 K-8 children every summer.
- More than 50 college interns experience animal care and conservation at the Zoo each year.



Minnesota Zoo Legacy Society Privileges

The Minnesota Zoo Legacy Society is reserved for individuals who wish to provide for the future of the Minnesota Zoo through their estate plans. For gifts of \$5,000 and more, you will receive the following benefits:

- Your name listed in perpetuity on the Minnesota Zoo's donor wall.
- In the year your gift is made, your name listed in the Zoo's annual report, and a complimentary copy sent to you.
- An invitation every year for you and a guest to attend the Zoo's annual donor reception.
- A monthly subscription to the Zoo's newsletter, *Inside Track*.
- A certificate memorializing your gift to the Zoo's future.



Building The Partnership



Minnesota Zoo Foundation
13000 Zoo Boulevard
Apple Valley, MN 55124-8199
(612) 431-9339
FAX (612) 431-9300

Minnesota Zoo Foundation

13000 Zoo Boulevard
Apple Valley, MN 55124-8199

Development Office
(612) 431-9237

***Minnesota
Zoo***

Legacy

Society

Confidential Reply Card

With a legacy gift of \$5,000 or more, you will be enrolled in the Minnesota Zoo Legacy Society and receive the benefits described on the back panel of this brochure.

- ☐ **I have listed the Minnesota Zoo as a beneficiary:**
- ☐ in my will (\$ _____ or _____ %)
- ☐ in a life insurance policy (\$ _____)
- ☐ other financial plan (please specify) _____
(\$ _____)

Please send materials about:

- ☐ The Zoo's Pooled Income Fund through the Minneapolis Foundation.
- ☐ The Zoo's Pooled Income Fund through the St. Paul Foundation.
- ☐ I would like to discuss by phone my thoughts and considerations about planned giving. I've noted my phone number below.
- ☐ Please contact me for a personal visit. (Phone number below.)

Name _____

Address _____

City _____ ST _____ Zip _____

Phone (____) _____

Mail to:

Minnesota Zoo Foundation
13000 Zoo Boulevard
Apple Valley, MN 55124

A Gift for Future Generations

By including a gift to the Minnesota Zoo in your estate planning, you ensure that the Zoo's award-winning wildlife collection, conservation efforts and educational programs will be offered to future generations.

Now, there are several ways you can provide for the Zoo's future and receive valuable tax benefits at the same time. For example...

Through Your Will

You can designate the Minnesota Zoo Foundation, the 501(c)(3) support organization for the Zoo, as a beneficiary in your Will or Revocable Trust.

To provide for the Zoo in your Will, you need to have your attorney include a statement such as:

"I give and bequeath to:

The Minnesota Zoo Foundation
13000 Zoo Boulevard
Apple Valley, MN 55124

- (a) _____ % of my estate, (or)
(b) the sum of \$ _____, (or)
(c) the following assets or property
(describe here), (or)
(d) all the rest and residue of my estate,
for its general operating purposes."

Through Life Insurance

A life insurance policy naming the Zoo Foundation owner and beneficiary will

enable you to take an immediate tax deduction reflecting the cash surrender value of the policy and also deduct the subsequent premium payments.

Through a Pooled Income Fund

If you would like to receive income during your life on a future gift to the Zoo, you can participate in the pooled income fund or consider establishing a charitable trust. These types of gifts provide you with an immediate charitable deduction, reduce your estate tax liability, and provide you (or someone you designate) with an income stream for life.

How Is This Done?

Through partnerships with the Minneapolis Foundation and the St. Paul Foundation, two of the nation's largest community foundations, the Minnesota Zoo is able to offer a variety of charitable alternatives. Friends of the Zoo will benefit from the Minneapolis and St. Paul Foundations' expertise in asset management and charitable gift administration, and the Zoo will be assured of a permanent source of support.

If you'd like to find out more about the Pooled Income Fund, the Zoo's Development Office will send you information and/or arrange a meeting with a representative of the Minneapolis or St. Paul Foundation (your choice) to assist in helping you realize your charitable objectives. Please complete the attached form and mail it to the Minnesota Zoo Foundation as indicated.



BEASTLY BALL
ZOO - THOUSAND

April 29, 2000

The Beastly Ball Committee

And the

Twin Cities Mercedes-Benz Retailer Group
Feldmann Imports
Maplewood Imports
Sears Imported Autos

Welcomes you to

BEASTLY BALL ZOOO

An evening of elegance and adventure



Saturday, the twenty-ninth of April, 2000
from five-thirty to midnight
The Minnesota Zoo, Apple Valley

Formal Attire

Professional valet parking available



Adventure Itinerary

- 5:30 Registration**
Prowl the Silent Auction in the Upper Tropics
Sip Champagne while touring the Northern Trail on the Saturn Monorail
Visit our own indigenous animals on the Minnesota Trail,
Stroll through the lush Tropics trail
Meet Zoolab animals and raptors as they roam the reception
- 7:00 Dolphin Show-Discovery Bay**
Discover fascinating facts about the zoo's popular marine mammals
- 8:00 Silent Auction closes - Last chance to bid!**
Dinner by Design Cuisine - Dayton's Catering
- 9:15 Live Auction with Master of Ceremonies, Frank Vascellaro, and auctioneer, Karen Lee Sorbo**
Drawing for Mercedes-Benz CLK 320 Cabriolet
Drawing for American Airline tickets - **must be present to win**
- 9:45 Dancing continues with**
Minnesota Jazz Orchestra in the tent
CODA Cabaret in the Commons Area

As a special gift to our Ball guests, each person will be given a Beastly Ball Z000 gift bag upon departure. We thank Calvin Klein Cosmetic Company, Kellogg's, Evers Heilig and Greg Preslicka for making this possible.



Two Roarrrring Opportunities

Two Business-Class tickets to any European destination served by



American Airlines®

AND

2000 Mercedes-Benz CLK 320 Cabriolet

presented by the

Twin Cities Mercedes-Benz Retailer Group

Feldmann Imports

Maplewood Imports

Sears Imported Autos



Thank you to American Airlines and Mercedes-Benz for their generous gifts to the Minnesota Zoo's Beastly Ball. Your support of these prize drawings will help ZOOOM us closer to our goal!

Dinner Menu

Hors d'oeuvres

- osetra caviar on toast points with minced red onions, chives and caviar cream
- California rolls with sesame soy dipping sauce
 - basil and garlic marinated grilled shrimp
- cambozola filled profiteroles on red pepper coulis
- balsamic-rosemary marinated pork tenderloin on crostini with bacon-apple relish

Appetizer

vichyssoise with crab and lobster salad and chive oil

Entrée

thyme seared beef tenderloin paired with macadamia crusted seabass with a roasted red pepper-pinot grigio sauce
boursin whipped potatoes
balsamic-sherry roasted wild mushrooms

selection of house baked breads

Dessert

assorted dessert plate to include:

- kahlua chocolate truffles
- raspberry malted mousse in white chocolate cups
- creme de menthe mousse in chocolate cups
 - fresh strawberries
 - lemon tarts
- assorted miniature cookies
- chocolate straws

decaffeinated french roast coffee

Dear Friends and Supporters of the Minnesota Zoo,

Welcome to Beastly Ball ZOZO. Since 1988, the Beastly Ball committee has strived to bring you a wild array of unique auction items. Tonight's unusual selection of animal-themed products and experiences cannot be duplicated at any other event! The proceeds from tonight's event will go towards the award-winning education and conservation programs that delight the Minnesota Zoo's annual 1.2 million visitors.

Our auction donors have been so charitable with their time and services; many have designed or handcrafted items specifically for the Beastly Ball. We also thank all of our corporate sponsors, who so generously give back to the community by supporting a local treasure, **The Minnesota Zoo**. We encourage you to reciprocate this kindness by patronizing these businesses. Please come prepared to bid, buy and enjoy!

The Auction Committee

Kittie Fahey, Auction Chair

Jake Brazier
Vicki Emery
Cheri Lemons
Lani Muchulas
Patty Ruth
Serene Simon
Andrea Trimble Hart

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Auction Guidelines

1. Silent Auction hours are from 5:30 to 8:00. Any bid placed after the close is signaled, will be invalid.
2. You will receive your bidding and table numbers at registration. To enter a bid, write your bidding number and amount on the sheet in front of the item.
3. Most items will carry a minimum bid.
4. Observe minimum bid increments. Bids raised by less than the minimum will be invalid.
5. Auction attendants will be stationed in the area to assist you with any questions.
6. A portion of your purchase price may be tax deductible. Please consult your tax advisor.
7. Winning bidders will be notified at their tables during dinner.
8. The cashier's check-out area will be open from 10:00-11:30; they will gladly accept cash, check, VISA or Mastercard.
9. Home delivery service is available for \$25.
10. American Airlines tickets are subject to availability, there are no black-out dates.

NOTE: We have made every reasonable effort to describe an item accurately, but everything is being sold "where is" and "as is" without warranty or representation of any kind as to its correctness of description, authenticity, condition, or quality of fitness for any purpose. It is understood that all items and services acquired by the buyers become the sole responsibility of the buyers. The Minnesota Zoo, the Beastly Ball Committee, and the sponsors will incur no liability.



Roar at the Live Auction

101 MAGNIFICENT MOOSE ANTLERS

What a fantastic trophy for your cabin, den or office. But there's no need to fight the elements of the north woods, these antlers were dropped at the Zoo during the natural cycle this winter. They were carefully mounted by the Zoo's own craft people and saved for this very special occasion.

Donor: Minnesota Zoo's Moose
Value: One of a kind

102 WINTER CARNIVAL PARADE

Sit next to the driver and enjoy the view in St. Paul's Winter Carnival Parade, January 2001. Winning bidder may bring up to 5 family members to ride in the back of the wagon during the parade. Our own Zoo royalty, American Cream Draft horses Prince and Duke will lead the way. Includes 11x14 framed and matted color photograph of Prince and Duke, taken by a zoo employee.

Donor: Minnesota Zoo and Sharon Snyder
Value: Priceless

103 LOOK WHO'S COMING TO BREAKFAST!

This is more fun than a barrel of monkeys! Fly **Business Class** from Minneapolis to Singapore on Northwest Airlines. Spend a half-day on a city sightseeing tour, including a drive along Orchard Road, a visit to Chinatown, and a walk through the lush tropical vegetation and orchids of the Botanical Garden. Next enjoy Breakfast With An Orangutan at the world famous Singapore Zoo, an opportunity of a lifetime. This incredible zoological garden, boasts the world's largest colony of orangutans - the most famous of these is Ah Meng who will join you for breakfast! Observe nocturnal animals in their natural habitat, at the nearby Night Safari Park. You'll have ample time during your stay in Singapore to explore this fascinating city. Don't forget to walk over to the famous Raffles Hotel and have a "Singapore Sling" at the Long Bar!

This exciting tour for two, includes **Business Class** airfare; Northwest World Club passes; transfers to and

from the airport with an English speaking guide; 5 nights hotel stay at the Marina Mandarin Hotel (including taxes and service charges); Singapore City Tour; Singapore Zoo tour including transfers, admission and breakfast; and Singapore Night Safari Tour including transfers.

Donors: CWT/Simon & Simon Travel, Northwest World Vacations, Singapore Tourism Board
- Chicago Office

Value: \$12,000.00

104 ROARING GOOD TIME

Answer the call of the wild at the Minnesota Zoo. The Minnesota Zoo will host a high adventure lunch for up to six people. Visit our tiger holding facility for an up-close feeding of our Siberian tigers. Then enjoy your own gourmet luncheon provided by Lancer Catering, with world-renowned Dr. Ron Tilson, Conservation Manager at the Minnesota Zoo. This tiger researcher isn't called "Rainforest Cowboy" for nothing! Enjoy the anecdotes that have made Ron the world's leading tiger expert, regale in stories from the filming of "The Elusive Sumatran Tiger" and from his many research adventures in Indonesia. Tom Stewart, the producer and filmmaker, will also join you for lunch. This includes a drawing of Zara, an orphan Amur tiger cub from the wilds of Russia who came to the Minnesota Zoo in 1991. Over the next eight years, she produced

three litters of cubs, playing an important role in genetic diversity of these endangered species. The artist of this print is Ross Taylor, lead tiger keeper at the Minnesota Zoo. Schedule before December 31, 2000.

Donor: Minnesota Zoo
Value: Priceless

105 "PLAYTIME" SCULPTURE

What does the Pope, the King of Spain, the Queen of England, three presidents of the United States, and the former premier of Russia, have in common? They all own Ghiglieri Image Trust Masterpieces. Now you can too! Leaping above the waves, this lighthearted piece depicts the love between a mother dolphin and her calf at play. They swim affectionately together at 18" tall by 18" wide by 8" deep. A limited edition of 475. *Piece is accompanied by bona fide appraisal.*

Arranged by: Provenance Fine Art Corporation
Appraised Value: \$7500 (*Expected value upon sell-out is \$12,400*)

106 DO YOU KNOW THE WAY TO SAN JOSE?

You'll find it now with this Wild-vs-Shark adventure. At long last, hockey will return to Minnesota. But why fight the frigid elements of winter to see a game? You and a guest will go cheer on our Minnesota Wild on the home turf of the San Jose Sharks! Be sure to wear your

Wild gear so we can spot you in the stands of the San Jose Arena. After you view these Sharks, drive south along the beautiful Pacific Coast Highway to visit the real sharks at the famous Monterey Bay Aquarium! Package for two includes air transportation on American Airlines (no restrictions; your choice of airports), Hertz car rental voucher, excellent tickets to Sharks-vs-Wild game, and admission to Monterey Bay Aquarium. Based on 2000 season NHL schedule.

Donor: American Airlines
San Jose Arena
Minnesota Wild
Monterey Bay Aquarium
Value: \$2000



Tiger Cubs

201 BEASTLY BALL 2000 TIGER

This 53" plush tiger is sure to delight children and adults alike. Put him in your window to scare would-be-"cat" burglars!

Donor: Mercedes-Benz
Value: \$700

202 IT'S TIME FOR FUN!

You'll always remember it's time to protect the planet with this endangered species clock! Come visit the Minnesota Zoo's 15 different endangered species, then check out the Imax Theatre. Two tickets each to "Galapagos", "Michael Jordan to the Max" and "Cyberworld."

Donor: Frost & Budd, Imation
Imax Theatre, and
Minnesota Zoo
Value: \$110

203 AMAZING MAZE

Take the maze challenge and enjoy a day on the farm with music, hayrides, kiddie wagon rides, fresh veggies, pumpkin patch, refreshments, and a small petting zoo. Explore a humongous puzzle designed in a 6.5 acre cornfield on the Kimmes farm between Hampton and New Trier. Find the path that leads you to the victory bridge. Helicopter rides available to see the maze from a bird's eye view. Ten tickets.

Donor: Gene and Judy Kimmes
Value: \$75

204 A HOWLING GOOD TIME

Bonfire with the wolves! Treat your school group to a tour at the home of the largest colony of captive wolves in Minnesota. Sit around a campfire while the wolves fill the darkness with their wild song. Hear about wolf life and learn the intricacies of howling with them. Space for up to 15 participants.

Donor: Wildlife Science Center
Value: \$150

205 EXTRAVAGANZA

Fun meets learning at the Minnesota Children's Museum, where kids can touch, climb, splash, crawl, push, pull and press it all! (Family Four Pack). Shop one of six conveniently located Creative Kidstuff stores; the hands-on DO touch award-winning store. Don't forget to thank Big Bird for this special bag of Sesame Street goodies.

Donor: Creative Kidstuff
Minnesota Children's
Museum
Vee Corporation-Sesame
Street Live
Value: \$94

206 KARE CARES

Just in case you don't see enough of Master of Ceremonies, Frank Vascellaro tonight, check out this behind-the-scenes tour! You and your group of budding journalists will have the opportunity to tour KARE 11 television studios with your favorite news anchors (anchors to be determined). Watch and learn the complexities of putting together the area's number one rated news show each night.

Donor: KARE 11-TV
Value: Priceless

207 TAKE ME OUT TO THE BALLGAME

Take me out to the field! Your young baseball fan will be an honorary "Bat

Kid" at a Twins home game during the 2000 season. Also includes four reserved tickets for the proud parents and friends. This is a very limited offer, so make your little one's day!

Donor: The Minnesota Twins
Baseball Club
Value: Chance of a lifetime

208 SEA MORE SHARKS

Dive into a whole new world at UnderWater World at Mall of America. You and three friends will be surrounded by sharks, rays, and other marine animals, as you walk through 300 feet of crystal clear tunnel submerged inside the aquarium. Then have your own feeding frenzy at Rainforest Café, a wild place to shop and eat. Includes *Sharks in the Sea* book.

Donor: UnderWater World
Rainforest Café
The Red Balloon
Bookshop

Value: \$130

209 SANTA'S LITTLE HELPER

Your child will ride on Santa's float in the Holidazzle 2000 parade. This is available to children ages 4-12 to enjoy. Based upon availability. Must schedule by November 30, 2000.

Donor: Holidazzle Parade
Value: Priceless

210 DRIVE THE TRAIN

Celebrate your special occasion with up to 10 of your family and friends

on your own private monorail train! You or your child can drive the train (with the help of a naturalist) as you tour the Northern Trail at the Minnesota Zoo. You'll stop along the way to feed the birds, and take home photos of your experience! The Monorail will be yours from 9-10 a.m. with pre-arrangements, on the day of your choice! Perfect for a child's birthday, or even your own!

Donor: Minnesota Zoo
Value: \$150

211 GARDENING WITH GRANDMA

Here's a great chance for a grandmother to get her grandchildren interested in gardening. Starting with "My Amazing Garden" kid's video and tools for both. Includes a miniature greenhouse, seeds and other goodies.

Donor: Sue Hodder
Value: \$75

212 SAH-WING BATTER BATTER, SAH-WING....

Autographed photo of Mark McGwire's 36th homerun off of Mike Trombley on June 27, 1998. Photograph by Sandy Thompson.

Donor: Anonymous
Value: Priceless

213 DOLPHINS DARK TO DAWN

The Zoo's most popular experience: Dolphins Dark to Dawn. This experience begins at 9:00 p.m. when

the Zoo is closed and everyone has gone home. You are invited to spend a unique overnight adventure with the Minnesota Zoo's dolphins and trainers. Six spots are reserved just for you, out of the 24 spots available. Guests should be ages six and older and the date is June 23, 2000.

Donor: Minnesota Zoo
Value: \$390

214 RUN WITH THE WOLVES

Both kids and adult sports fans will enjoy displaying this team autographed Timberwolves basketball.

Donor: Minnesota Timberwolves
Value: Priceless

215 WILD & FAIR ST. PAUL DEAL

This package includes four tickets to the ever-popular St. Paul Saints for any game in the 2000 season. Enjoy a Fun Pack of four gate admissions and midway tickets at the great Minnesota get together. Includes \$25 certificate to Sidney's.

Donor: Minnesota State Fair
St. Paul Saints
Sidney's
Value: \$95

216 DOLPHIN LOVER'S BIRTHDAY PARTY

Plan to celebrate your birthday party at the Zoo! The party will be held in a special alcove overlooking the snow monkeys and will include zoo

admission, birthday cake, favors, and more. The birthday person receives a very special gift from the Zoo - a chance to feed a dolphin. The whole party will receive a behind-the-scenes tour of the Dolphin area. Also includes this basket of goodies from the Wyland collection, the world's premier undersea artist. Check out the mural on the zoo's upper plaza, painted by Wyland! Limited to up to 2 adults and 8 children.

Donor: Minnesota Zoo
Doug and Patty Ruth
Value: \$400

217 ANIMALS A TO ZOO

Share a book with a child that is sure to be as much fun for an adult to read as it is for a child to discover. The key to the book's humor is the impossible situation in which the animals are presented. Written by Minnesota Zoo employees Jackie Northard and Julie Lee and illustrated by Kristine Kirkeby. A combination of biology and journalism makes this delightful and whimsical book enjoyable for all ages. As an added bonus, this framed original artwork is also included. Perfect for a child's bedroom.

Donor: Jackie Northard
Value: \$150

218 GO HOOSIERS!

In college basketball, the name Bob Knight is synonymous with greatness, winning, and controversy. Since Knight's arrival in 1971, Indiana University basketball has

been surrounded by an aura of excellence. Now you can have your own basketball autographed by Big Ten's winningest coach.

Donor: Bobby Knight
Value: Priceless

219 ZOOMBOMOBILE

The Zoomobile will make a memorable occasion out of your next company event, or school celebration. The Zoo staff brings their special charm and intriguing selection of small animals to make your gathering unforgettable. Advance scheduling is necessary.

Donor: Minnesota Zoo
Value: \$250

220 MILLENNIUM MEGA MADNESS

Spend a full and busy day at Mall of America. You and three friends can begin your day with a leisurely round of miniature golf at one of the largest indoor courses in the country. Then get ready to fasten your seat belts! According to Dale Earnhart, Jeff Gordon, and other pros, NASCAR Speedway's simulator is the most like driving a real racecar, as you race against 11 other "cars". To end the day, relax with a meal at Ruby Tuesday, with a \$50 certificate. Includes Mall of America coupon book.

Donor: Mall of America
NASCAR Silicon Motor
Speedway
Ruby Tuesday
Value: \$100

221 DOLPHIN TRAINER FOR A DAY

Ever wonder how much food the dolphins eat and how their fish is prepared? How do you give dolphins vitamins or take a blood sample from a 500-pound marine mammal? Do dolphins have different personalities? How long does it take to train a dolphin to do a flip? Join the dolphin staff as a trainer for a day and discover answers to these and other fascinating aspects of what is involved in the care and training of the zoo's bottlenose dolphins. Your day will be well spent assisting the trainers in diet preparation, animal behavior observation, animal training and of course the opportunity to experience a close up encounter with each animal. Minimum age requirement is 16 years.

Donor: Minnesota Zoo
Value: Priceless!

222 WHIZ KIDS!

Four fun and educational software packages. Motorcross Madness; an exciting two-wheeled racing game. The Magic School Bus Explores Animals; a fun-filled, fact-packed science adventure. Encarta Encyclopedia 2000; explore a wealth of information through exciting multimedia. Encarta World English Dictionary; choose the right word with these 400,000 at your fingertips.

Donor: Teri and Jim Green
Value: \$140



Pussy Footin' Around

301 THE BEAR NECESSITIES
Enjoy a three-day photo safari in Orr, Minnesota. Visit the awesome Vince Shute Wildlife Sanctuary, "the best place in America to experience bears, bogs, and boreal birds". Take a pontoon ride on scenic Pelican Lake. Three night's mid-week accommodation at the beautiful Norway Point Resort for four. But that's not all! You need a camera for a photo safari, and we've got just the one: Olympus Superzoom 105R 35mm camera with a metallic silver finish. Resort has select availability. Use by September 2000.

Donor: Norway Point Resort
Target Stores
Value: \$700

302 SHOP TIL YOU DROP INTO THE SEA

Gift certificates for three popular woman's clothing and gift stores. \$100 towards De Toni Footwear at the Galleria, \$100 at The Bibelot Shops, and \$25 at Chico's Clothing. For bargain hunters, a Mall of America coupon book is also included. End your fabulous shopping spree with a \$100 gift certificate at Oceanaire, Minneapolis' hottest new seafood restaurant!

Donor: De Toni Footwear
The Bibelot Shops
Chico's Clothing
Mall of America
The Oceanaire Seafood
Room
Value: \$335

303 CORPORATE SHOTS
Two hours of professional, corporate
photography. Perfect for executive
office photos or off-site at your next
corporate event.

Donor: Mark Thompson
Value: \$270

304 BEAUTIFUL SKIN
Fabulous skincare package includes
two-ounce Re-Storation cream, four-
ounces each of Re-Storation
champagne gel cleanser and Re-
Storation silk toner. Even the names
are beautiful!

Donor: Z. Bigatti Labs
Value: \$275

305 BEASTLY BITES
Dine out at three of our favorite
Minneapolis restaurants. Monte
Carlo, Café Havana, and the
Convention Grill.

Donor: Monte Carlo
Café Havana
Convention Grill
Value: \$75

306 POUR MADEMOISELLE
Looking for a new fragrance? Try
these different scents for a new
"signature" or for variety. Assorted

fragrances such as OBSESSION,
ETERNITY, ESCAPE and
CONTRADICTION.

Donor: Calvin Klein Cosmetic
Company
Value: \$250

307 POUR MONSIEUR
Same fabulous names. Different
fragrances. All for him.

Donor: Calvin Klein Cosmetic
Company
Value: \$250

308 WILD JACKET
This silkscape jacket with exotic
animals, is sure to add a festive touch
to your wardrobe. Perfect with an all
black ensemble, or jewel tones.
Woman's size medium.

Donor: Carolyn Fiterman
Value: \$225

309 BEADED BAG
This reproduction of a knitted bead
bag from the early 20th century was
handmade especially for Beasty Ball
2000. Remember the 20th century?

Donor: Jan Zicarelli
Value: \$200

**310 REDISCOVER
DISCOVERY BAY**
What a place for a special party
amidst the sea life of Discovery Bay!
This spectacular marine exhibit
features our popular dolphins in a
500,000-gallon pool, a 200,000-
gallon shark pool and interactive

touch tanks. Schedule your event any
Sunday through Thursday for up to
200 guests before May 1, 2001.
Additional fees for Dolphin Show
and Catering by Lancer Food
Service.

Donor: Minnesota Zoo
Value: \$1500

**311 LUNCH IN THE
GARDEN**
What a splendid way to spend a
summer day! Lunch for four people
and a personal tour of the
Arboretum with Director, Peter
Olin. Valid June-October 2000.

Donor: Minnesota Landscape
Arboretum
Value: Priceless

312 CHANHASSEN
Two tickets for the show of your
choice from Chanhassen's repertoire
through March 30, 2001. Dinner
excluded.

Donor: Chanhassen Dinner
Theatres
Value: \$90

313 COZY CABIN
Nestled in the woods of North
Central Wisconsin, this private cabin
for four features a loft, circular
staircase and an outdoor hot tub.
Bring your mountain bikes!
Surrounded by groomed trails. Use
by October 1, 2000. (personal
favorite of our auction chair)

Donor: Trail Farm
Value: \$400

314 HOW ABOUT A BEER?
Wow! With this combination you
can brew your own beer, try new
microbrews, plus have a little taste of
Brooklyn. Don't bother buying your
own brewing equipment, go to Vine
Park, where the experienced staff will
help you brew your own beer.
Brooklyn Brewery, which is not
distributed outside the New York
area, boasts it's flagship Lager recipe
which dates from pre-prohibition.
\$50 certificate from Rock Bottom, a
restaurant which has gained a great
reputation for various microbrews.

Donor: Brooklyn Brewery
Rock Bottom Brewery
Vine Park Brewery
Value: \$195

**315 THE EAGLE HAS
LANDED!**
Join Heidi Hughes-Valega, former
director of the National Eagle
Center, for a weekend of bird
watching in Wabasha. The best time
for fall migrants, tundra swans and
bald eagles is the last week in
October through mid-November.
December through March is great
for winter residents, an occasional
golden eagle and lots of bald eagles.
Double occupancy for two nights at
the Bridgewater Bed and Breakfast,
a circa 1900 Queen Anne Victorian
hotel. Includes dinner (excluding
alcohol and gratuity) and breakfast.
Study the eagles ahead of time with
the book Return of the Bald Eagle.
Also includes stunning color
photograph taken by Mark Harris.
Valid October through March 2001.

Donor: Bridgewaters B&B
Slippery's Restaurant
Heidi Hughes-Valega
Value: \$515

316 HOCKEY HERO
Hockey stick autographed by former Minnesota Gopher, USA Gold Medalist, Minnesota North Star, Dallas Star, and New Jersey Devil Neal Broten!

Donor: Neal Broten
Value: Priceless

317 GRAND OLD TIME
Good luck at the races! One night's accommodation for two at Grand Casino Hinkley Hotel. Includes buffet dinner. Excludes Saturdays and holidays. Use by August 31, 2000.

Donor: Grand Casino Hinkley
Value: \$80

318 DRIVE ELKO
Experience the thrill of a lifetime. Take several laps in a racecar at Elko Speedway. Drivers receive a videotape of their drive and a photo in the car. June 8th or 9th 2000. Must be 21 years of age.

Donor: CFG Insurance Services, Inc.
Value: \$500

319 A SUITE DEAL
Enjoy the use of the Metropolitan Sports Facilities Commission's private suite. You and 15 of your friends can socialize and relax while

watching the Minnesota Twins take on the Boston Red Sox. July 6, 2000. Beverages are included.

Donor: Kathryn R. Roberts
Value: \$1350

320 GOLF CLASSIC
Two weeklong passes for the Coldwell Banker Burnet Classic to be held at Bunker Hills Golf Course in Coon Rapids, July 31-August 6, 2000. The passes include practice rounds, shoot-out, skins game, junior golf clinic, pro ams, and more!

Donor: Coldwell Banker Burnet Classic
Value: \$200

321 RHYTHM & ROAR
Two packages for the Northwest Airlines Music in the Zoo Series 2000. Your choice of one of several concert packages (approximately 3-4 concerts per package) this summer. Choose from artists such as Todd Rundgren, Robert Clay, Rick Springfield, Honey Dogs, Johnny Clueless, and more! Schedule to be determined.

Donor: Minnesota Zoo
Value: \$160

322 WHITETAIL PLAID BARN COAT
A sporting classic! Heavy wool blend shell in traditional plaid with fully embroidered lapel featuring A Ron Van Gilder whitetail design. Leather collar and pocket trim. Comfortable nylon-poly liner.

Donor: Wild Wings Maplewood Gallery
Value: \$165

323 WINNING SMILE
Dr. Hermanson is a member of Cosmetic Dentistry Association and has completed post graduate work in aesthetic dentistry. Let him help you to achieve the smile you've always wanted! "Smile Design Analysis" is a comprehensive treatment plan which includes oral exam, Panorex x-ray, facial measurements, photos, and analysis.

Donor: Fred Hermanson D.D.S.
Value: \$300-\$700

324 SPARKLING WHITE SMILE
You'll have something to smile about after a visit to Apple Valley's Dr. Hermanson. Complete in-office teeth whitening package.

Donor: Fred Hermanson D.D.S.
Value: \$350

325 TRIPLE ESPRESSO
Four tickets to this highly caffeinated comedy. Back by popular demand, now performing in its third run at the Music Box Theatre. Funny, spirited, laugh out loud, crowd pleasing fun! The Minneapolis-based talented writers are again starring in this hilarious production, after opening long-running shows in Chicago, Seattle, New England, and San Diego. Great for the whole family! Coffee mugs included.

Donor: Triple Espresso
Value: \$150

326 FORE!
Four rounds of golf and two carts at the Saint Croix National Golf Club in Stillwater. Unless you're very confident, bring your sand wedge—this newer course has 60 sand bunkers, five ponds, and a 19th hole! Use during the 2000 season.

Donated: Saint Croix National Golf Club
Value: \$240

327 PETSTRAVEL TOO
Need to leave your dog with a sitter? Now he/she can travel in style with this black, ballistic nylon totebag. Includes food and water containers, leather ID tag, and many compartments to hold toys and other accessories. Perfect for show or hunting dogs. If you prefer to leave your pet home while you're away, three visits from an insured and bonded pet-sitter is for you! If you're in the Linden Hills, Kenwood, or Uptown area, Creature Comforts staff will care for your pet and plants.

Donor: Deb and Tony Wand
Creature Comforts
Value: \$186

328 THEATRE TICKETS
BOOK YOUR PASSAGE... And board this ship of dreams. *Titanic*, a new musical, swept the 1997 Tony Awards for Best Book, Best Score, Best Sets and Best Musical of the year. Tickets for four. Enjoy the

legendary Manny's Steakhouse before the show!

Donor: Historic Theatre Group
Manny's
Value: \$350

329 RELAX!

Nothing is better than a rejuvenating, refreshing, one-hour, therapeutic massage to get away from your daily stress. After visiting Keep in Touch of Burnsville, stop by Macaroni Grill for lunch with friends.

Donor: Doug and Patty Ruth
Value: \$100

330 MUSIC LOVERS

Enjoy an evening of dining and great music.

Donor: St. Paul Chamber
Orchestra
Pazzaluna Urban Trattoria
and Bar

331 EAT LIKE A KING

Twenty years ago, Midwesterners had to be lured into a Thai restaurant, which is exactly what King & I did in 1981. With woodcarvings and ornamentation reminiscent of Yul Brynner's *King & I*, the Nicollet Mall restaurant thrived. Visit its new location only blocks away, as a special guest of Chef Pu Haanpaa at her "King's Table". The chef's menu consists of course after course of fabulous surprises served in a private alcove decorated in deep colors and

artifacts. Excludes alcohol and gratuity. Table seats eight. Warning, bring an appetite!

Donor: King & I
Value: \$400



Tiger's Den

401 TROPICS AT HOME

This framed, 11x14, color photograph, was taken by a zoo employee. These Moth Orchids are growing on the beautiful "living wall" at the entrance of the Tropics Trail. Don't miss looking at the real thing while you're here tonight.

Donor: Sharon Snyder
Value: \$100

402 HOW YA GONNA KEEP 'EM DOWN ON THE FARM?

Easily, with this gorgeous basket of treats. Something for everyone in the family, including plush sheep, goat milk lotions, plus a tin wash bucket, perfect for outdoor flower arrangements!

Donor: Minnesota Zoo
Value: \$125

403 WRITE IT UP IN STYLE

It was 1883 in New York that Lewis

E. Waterman invented the fountain pen. Over 100 years of experience in the field of handwriting has enabled Waterman to gain overall mastery of luxury and design, which form the basis of its prestigious range of writing instruments. Always includes an international lifetime guarantee.

Donor: Wetpaint
Value: \$120

404 COOL CARIBOU ANTLERS

Did you know the only animals that grow antlers by both females and males are the Reindeer and Caribou? This set of Caribou Antlers are from the Zoo's own animals and mounted with care by the Zoo's own craft people.

Donor: Minnesota Zoo's Caribou
Value: One of a kind

405 GET IT TOGETHER

The placement of your front door, or the direction your desk faces can enhance or restrict health, creativity, prosperity and relationships. Feng Shui, the Chinese art of placement, lets you use your home and office environments to invite and support positive changes in your life. Wanda Al Ahad has been studying this art form for many years, and will come to your home for a consultation.

Donor: Wanda Al Ahad
Value: \$108

406 SURF THE NET

The Zoo's Librarian will donate up to two hours of her time to provide personalized Internet training. Use two one-hour sessions, or one two-hour sessions. Angie Norell, is also an Internet trainer on an Electronic Resources Team at the Hennepin County Library.

Donor: Angie Norell
Value: \$125

407 OFFICE Z000

Upgrade your computer today with Microsoft's Office 2000 Premium series software. Microsoft Office has established a position as the most efficient suite of applications for document creation, communication and business information analysis. Microsoft Office 2000 Premium includes; Word, Excel, Outlook, PowerPoint, Access, Publisher, Front Page, Photo Draw and Small Business Tools.

Donor: Teri and Jim Green
Value: \$500

408 PICTURE PERFECT

Two lovely additions to any room. The black and white simple elegance of "Kingdom of Peace" and colorful "Jungle" are both matted and ready to be framed or hung directly. Artwork by local artist, Judy Hagstrom.

Donor: Carolyn Fiterman
Value: \$100

409 GRAMPHONE RADIO

Reproduction of an old fashioned gramophone in a solid oak case. Perfect for the cabin or country farm home.

Donor: Millar Company-Robert Bossman

Value: \$110

410 STONE PLATTER

This handmade stoneware platter is decorated with natural leaves, glazed several times, and fired. The piece was designed and made by Diane Hansen, an instructor in the Fine Arts Department at Inver Hills Community College.

Donor: Patricia Koors

Value: \$75

411 SNUGGLE WITH SANTA

Grab an eggnog, a good book, and warm up your holidays with this beautiful handmade quilt.

Donor: Jo's Quilting Quarters

Value: \$350

412 JUST NUKE IT!

Samsung (MW4291G) 0.7 cubic foot, 700 watt, midsize microwave, is ideal for college dorm or as an extra at home.

Donor: Millar Company-Robert Bossman

Value: \$89

413 FAMILY SIZE

Samsung (MW8490W) 1.6 cubic foot, 1000 watt, full size microwave has the Good Housekeeping Seal of

Approval, how about getting your seal of approval?

Donor: Millar Company-Robert Bossman

Value: \$139

414 DINNER PARTY

Returning to tonight's event by popular demand, Design Cuisine will prepare a three-course dinner with service for ten guests in your home.

The chef will design a menu especially for you (gratuities, liquor excluded). One case of Jindalee Estate Wines will help enhance the party with six bottles of Estate Shiraz 1998 and six bottles of Estate Chardonnay 1998. Both of these wines will be served with dinner at tonight's Beastly Ball. Serve your guests on this 20-piece dinnerware set by Michael Graves. Mr. Graves is known for his master planning, interior design, and product design worldwide. His post-modern architecture has translated very well into the home with this exclusive design.

Donor: Design Cuisine-Dayton's Catering
Rakiki Wine Company
Target Stores

Value: \$1280

415 ART BY COMMISSION

During the past 20 years of producing portraiture, David Hyttsten has risen to the top of his profession. His portraits have garnered numerous awards at Salon exhibitions around the country. Now

you can create the portrait you have dreamed of. It begins with a pre-portrait interview at David's studio, or your home. Together, you will plan every detail, such as location, colors, style, and overall statement. At the photo session, David will interpret the information and capture it on film. This also includes a \$250 credit to be applied toward portraits.

Donor: Classics by David

Value: \$500

416 FRESH SCENTS

Why wait for someone special to send you flowers? How about having a bouquet of fresh flowers every month for a year? What a way to lift your spirits! As a gift for that special someone, or a gift to yourself, indulge with this luxury.

Donor: RM Designs

Value: \$780



Rare as a White Tiger

501 CITIZEN OF THE EARTH

Bring a vision of nature's delicate balance into your home. This soothing scene by Lee Kromschroeder features the great panda, a beautiful waterfall and

cascading flora. A limited edition of only 850 hand-signed and numbered prints. In addition, the professional framing in natural hardwood accented by double matting, makes this piece an exceptional addition to your collection.

Donor: Wild Wings Mall of America Gallery

Value: \$405

502 SPRING CREEK RUN

Chris Cummings has captured the beauty and grace of wild horses, dappled in sunlight, crossing a swollen spring stream. A powerful vision of freedom in a limited edition print, hand-signed by the artist. Framed in a rich walnut-stained hardwood moulding with distinctive suede matting.

Donor: Wild Wings Red Wing Home Gallery

Value: \$535

503 NATURAL HARMONY

This dramatic sculpture symbolizes the secret to living a long and healthy life - working together in common purpose. Life, however, must be about more than work. There should be time for joy, music, and celebration. The howling of the wolves adds to the voices in the great song of life. Solid bronze, signed and numbered, limited edition piece.

Donor: Wild Wings Mall of America Gallery

Value: \$995

504 WATERFORD CRYSTAL DOLPHIN

Since 1783, from a port-town in southern Ireland, Waterford Crystal has been the known for its quality based upon its Master Cutters' patience, skill and artistry. Each piece of Waterford Crystal stands as a testament to the traditions and standards of excellence that have survived with the Waterford name for over two centuries. To be enjoyed and displayed now... to be cherished as an heirloom for generations to come. See other treasures at Bockstruck Jewelers, fine jewelers since 1883. Conveniently located in downtown St. Paul and the Galleria.

Donor: Bockstruck Jewelers
Value: \$159

505 SURFING

This collector plate by marine artist, Wyland, depicts the 1993 Triple Crown surfing competition in Hawaii. Limited edition number 1694 of 3500. Includes the Art of Wyland collector's book

Donor: Doug and Patty Ruth
Value: \$80

506-513 THE SIGNS OF LOVE COLLECTION

Collector plates from Edwin M. Knowles China Company by Wildlife Painter Yin-Rei Hicks. The edition was limited to a firing schedule of 100 days and is listed on the Bradford Exchange #84-R69-2.1 through 2.8. This series depict a Mother taking care of her babies in

her own way. Each plate comes in its original box with a numbered certificate and includes a plate stand for each plate.

Donor: Ron E. Johnson
Value: \$50 each

506 A KISS FOR MOTHER

507 A WATCHFUL EYE

508 A GENTLE PERSUASION

509 A PROTECTIVE EMBRACE

510 A TENDER COAXING

511 A REASSURING TOUCH

512 A TRUSTING HUG

513 LOVING GUIDANCE

514-520 ZOOM
In case you don't win the Mercedes, you can be the owner of a Duesenberg, Rolls Royce or Hispano-Suiza. These precision, die-cast models are some of the most spectacular automobiles ever built.

Donor: Ron E. Johnson
Value: \$165 each

514 1938 Rolls-Royce Phantom III: The Phantom series began in 1925 as I, the Phantom II was brought out in 1929. Development of the Phantom III started in 1932 and 4

more years before the car made its appearance. The III set new standards for luxury, refinement and comfort. Each of the 12 cylinders had two spark plugs set to ensure the most efficient fuel combustion. WWII brought an end to the Phantom after only 710 had been produced.

515 1930 Duesenberg J Derham Tourster:

The model J was introduced in 1928 and unquestionably was the standard for performance and luxury. Anyone who wanted the most prestigious car, during the 20's and 30's bought the model J. Duesenberg Motors was established in 1920 and placed first in the French Grand Prix in 1921. It won at Indianapolis in 1924 and established 66 American speed records.

516 1930 Duesenberg J Derham Tourster - Gary Cooper:

This special model was purchased by Gary Cooper and had very distinctive coloring. As all customers did, he purchased the chassis from Duesenberg and had the body built America by Derham Coachbuilders. The engine had four valves per cylinder and each was 3-3/4" by 4-3/4" bore and stroke. The speedometer had a 150 mph limit.

517 1934 Hispano-Suiza J12:

This was not a very well known auto but was started from the DeLaCuadra of Barcelona in 1904. The name was changed to Hispano-Suiza (meaning Spanish-Swiss). In 1912 the first true production sports

was made called Alfonso III, after the King of Spain. They bought a factory near Paris and produced sports cars until the start of WWI when they produced the Birkigt 8-12 cylinder engines for the fastest French fighter planes of the War. After the War, they produced the 12 cyl. J12 from 1931 to 1938 when they again built airplane engines.

518 1929 Rolls-Royce Phantom I, Cabriolet DeVille:

This automobile was produced between 1925 and 1929 and was noted for the smoothness and silence of its ride. This Auto would glide through city streets in eloquent silence with power not matched in its time. It nearly made 100 mph from a 43.3 hp 6 cylinder engine. The awe struck people who watched it seemed to think it just floated in utter silence.

519 1925 Rolls-Royce Silver Ghost: The Silver Ghost was manufactured from 1907 to 1925 and all reputation for reliability and "ghost like" silence. The roaring twenties was the age of excitement and elegance and the world had fallen in love with the automobile. This model is a copy of the final Silver Ghost delivered to a successful London Jeweler. This was his second Silver Ghost, the first one had run for over 300,000 miles. This was the last one produced at Derby, England as the new Phantom was being introduced.

520 1933 Duesenberg SJ, Twenty Grand:

This automobile was introduced at

the Century of Progress Exposition on Chicago in 1933. From the sleek exterior to the wood instrument panel the Duesenberg SJ was the car that embodied luxury and grandeur. This model will mesmerize any one who see it as it did to the crowds of people at the Worlds Fair in Chicago.

521-529 DICKEN'S VILLAGE
Step back in time to the cobblestone streets, gas street lamps, and horse-drawn carriages of this 19th century *Dicken's Village Series* by Department 56. As collectors know, many retired pieces are now selling for up to 10 times their original price! Now you can start your own village, or enhance yours or a friend's, with these rare finds. So sip a cup of hot tea and let the magic of the *Dicken's Village Series* enchant you. Please note that the values listed are based only on the Green Book Trust values.

Donor: Eileen and Jerry Millard

521 THE WOOL SHOP
Introduced in 1988 and retired in 1990.
Value: \$150

522 FAGIN'S HIDE-A-WAY
From Oliver Twist. Introduced in 1991 and retired in 1995. Also includes the skating and party set.
Value: \$100

523 VILLAGE START A TRADITION
13 piece set was introduced in 1995

and retired in 1996.
Value: \$95

524 THE OLD CURIOSITY SHOP
Introduced in 1987 and retired in 1999.
Value: \$50

525 THE CHRISTMAS CAROL REVISITED
Introduced in 1996 but not yet retired.
Value: \$60

526 QUILY'S ANTIQUES
Introduced in 1996 and retired in 1999.
Value: \$50

527 MAYLIE COTTAGE
From Oliver Twist. Introduced in 1991 and retired in 1993. Also includes stone bridge which was introduced in 1987 and retired in 1990.
Value: \$110

528 OLD MICHAEL CHURCH
Introduced in 1992 and retired in 1996.
Value: \$50

529 T. WELLS FRUIT & SPICE
Introduced in 1988 and retired in 1990.
Value: \$80



The Big Kill

Items 601-623 are offered by special arrangement with Thurston's Jewelry. Serving the area with fine jewelry since 1910.

601 CROSS
18k white gold cross on an 18" chain. Diamond weight .32 carat. Striking!
Value: \$900

602 FLOWER
14k white gold bracelet with a unique flower design. .80 twt diamonds.
Value: \$3500

603 SAPPHIRE BRACELET
This gorgeous 14k gold bracelet has .9 twt emerald-cut Sapphires and 3.0 ct. diamonds.
Value: \$5000

604 GOLD BRACELET
14k yellow gold bracelet with unusual X pattern. 3.0 ct twt. Diamonds.
Value: \$2800

605 RUBIES
Stunning white gold bracelet of 1.87ct round diamonds and 4.70 ct of Rubies.
Value: \$6800

606 PENDANT
Platinum pendant with .32 ct twt diamond and .03 ct yellow diamonds.
Value: \$2400

607 EARRINGS
14k yellow gold earrings with pave set diamonds 1.0 ct twt,
Value: \$2900

608 HEART
Delicate 14k white gold pave set heart on an 18" chain. .5 ct twt.
Value: \$1200

609 DIAMOND BRACELET
14k white and yellow gold bracelet with 1.04 ct. twt diamonds.
Value: \$2500

610 BRACELET
14k yellow gold bracelet with .92 ct twt round diamonds
Value: \$2400

611 EMERALD NECKLACE
14k yellow and white gold pendant with .23 ct twt diamond and one .28 ct emerald on a white gold 18" chain.
Value: \$2000

612 CHAIN NECKLACE
14k yellow and white gold 17" necklace.
Value: \$1000

613 OMEGA
14k omega 18" chain with 6mm heart slider set. .40 ct twt diamonds, 1.15 ct twt rubies.
Value: \$2800

614 TOPAZ RING

14k yellow gold ring with smokey topaz.

Value: \$700

615 PEARL PIN

14k yellow gold pin with three sapphires and nine pearls.

Value: \$900

The art of Yurman; Recognized as the leading American jewelry designer, David Yurman, with his wife Sybil paved the way for a new era in the world of fine jewelry with wearable, classic designs that carry a distinctive signature quality. David Yurman created the first, and still preeminent, jewelry brand. Whether already a fan, or you're buying your first piece, we have lovely possibilities here tonight. Mix and match!

616 DAVID YURMAN EARRINGS

Sterling and 14k yellow gold earrings with blue topaz and garnet.

Value: \$800

617 DAVID YURMAN RING

Sterling and 14k yellow gold ring with blue topaz.

Value: \$1100

618 DAVID YURMAN SLIDE

Sterling and 14k yellow gold with cabochan cut amethyst and garnet.

Value: \$700

619 DAVID YURMAN

CUSHION CUT GARNET

Sterling and 14k yellow gold slider

with cushion cut garnet.

Value: \$700

620 DAVID YURMAN OVAL

Sterling and 14k yellow gold slider with oval cut blue topaz and garnet.

Value: \$900

621 DAVID YURMAN CUSHION CUT BLUE TOPAZ

Sterling and 14k yellow gold slider with cushion cut topaz.

Value: \$800

622 DAVID YURMAN CHOKER

Sterling and 14k yellow gold. Perfect with the sliders displayed here tonight.

Value: \$900

623 DAVID YURMAN BANGLE

Sterling and 14k yellow gold bangle bracelet.

Value: \$600

624 URSA EARTHA BEAR

Powerful protector and spirit guide, the bear is considered sacred by many native cultures. Silver, brass, copper, pipe stone, turquoise, and agate are combined with hand-carved bone bear claws to create a stunning necklace and earrings set.

Donor: Wild Wings Lake City Catalog Showroom Gallery

Value: \$400

625 REVEAL YOUR INNER LIGHT

This one-of-a-kind dichroic glass pendant is wrapped in sterling silver and set on a sterling neck ring. Made by a local artist and business woman for the Beastly Ball.

Donor: Kim Clark

Value: \$125

Corporate Sponsors

Presenting Sponsor of Beastly Ball Z000

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SUPERVALU INC.

Donors In-Kind

The Beastly Ball Committee thanks the following individuals and companies for in-kind donation and other financial support of Beastly Ball Z000.

American Airlines
Associated Bank Minnesota
Gallery Editions
Hopf + Hopf Printing, Inc.
Japs-Olson Company
Midwest Coca-Cola Bottling Company
Minneapolis St. Paul Magazine

Event Vendors

Thank you to our vendors who help make the Beastly Ball such a success.

Aprés
Design Cuisine - Dayton's Catering
Design Group
Hopf + Hopf Printing, Inc.
Mail Handling Incorporated
Rafiki Wine Company
Skyway Event Services
Summit Liquor Store

Thanks to our special guest, Tony the Tiger, he's grrrrreat!

Beastly Ball Committee

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Nance Alexander
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Muffy Bennett
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Connie Brazier
Chief Operating Officer,
Acting Director, Minnesota Zoo

Notes

Notes



MINNESOTA ZOO



The Cornucopia Society™

Recognizing Annual Support for the Wells Fargo Family Farm at the Minnesota Zoo

The Wells Fargo Family Farm



"Your support will play an integral role in the success of the Wells Fargo Family Farm."



Robert S. Bergland

ROBERT S. BERGLAND
Former U.S. Secretary of Agriculture,
Honorary Chair, Cornucopia Society

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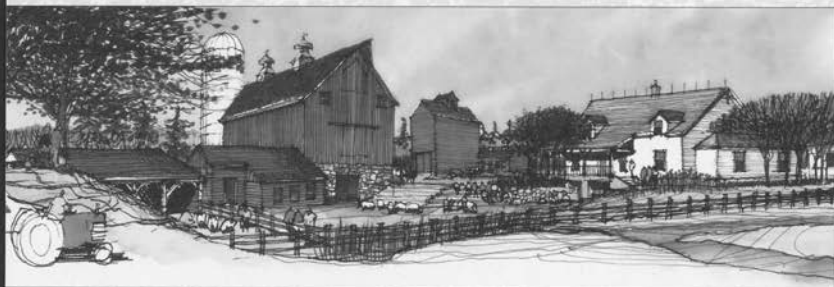
The Family Farm is a remarkable undertaking—a true working farm, accommodating a fascinating variety of crops and livestock, and offering an unforgettable educational and entertainment experience for visitors of all ages.

Your support will play an integral role in the success of the Wells Fargo Family Farm. It will also clearly demonstrate your commitment to the community, promote better understanding

of agriculture and food production, and support global conservation efforts. Your involvement will receive recognition that is highly visible to the Farm's estimated 1.2 million annual visitors.

The Minnesota Zoo has earned a respected reputation for animal care, naturalistic exhibits and excellence in its conservation, education and recreation programs. With your support, the Minnesota Zoo will continue to serve the people of the Upper Midwest with award-winning family programs and also promote better awareness of the role agriculture plays in our daily lives.

I encourage you to support the Wells Fargo Family Farm by joining me as a member of the Cornucopia Society.



Farm images courtesy of Cunningham Group

A Community of People, Plants and Animals

In the Dairy Barn, visitors learn how cows are milked and discover the many products derived from cattle.

In the Pig Barn, they watch sows suckling hungry newborn piglets.

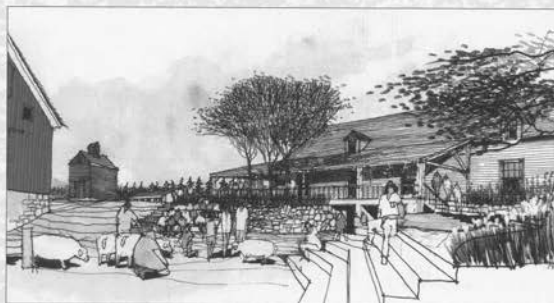
In the Chicken House, they observe hens laying in their nestboxes, roosters strutting, and the amazing process of baby chicks pecking through their shells to hatch.

In the Goat and Sheep Contact Yard, they can feed and groom the animals and even milk the goats.

In the Demonstration Yard, they enjoy frequent daily presentations on farm animals, and seasonal activities such as sheep shearing and herding.

In the Orchard and Gardens, they see planting, cultivating and harvesting of produce and learn about the cycle of seasons on the farm.

In the Farmhouse and Granary, they can view exhibits on agriculture in the 20th century, participate in classroom exercises and relax with food and refreshments from the farmhouse snack bar.



WHAT'S THE BIG IDEA?

The exhibit promises to be one of the Zoo's most important and popular features. One reason for the excitement has been the project's constant focus on its ultimate purpose—the so-called "big idea":

The Wells Fargo Family Farm at the Minnesota Zoo is a place to become part of a community of people, plants and animals striving to maintain balance with nature. The Farm will nurture a caring attitude toward the local environment by:

- Exploring environmental relationships in fun ways through play/learning and self-guided discovery
- Interacting directly with animals and nature in a rural setting
- Celebrating stewardship, adaptability to change, biological diversity, and seasons and cycles of life

(By sustaining the Wells Fargo Family Farm) "we are helping ensure that future generations will understand...how important farming is to the essence and spirit of our state."

JIM CAMPBELL, CHAIRMAN AND CEO, WELLS FARGO BANK MINNESOTA

The Wells Fargo Family Farm



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A Window on the Culture and Business of Farming

"MOMMY, WHERE DO EGGS COME FROM?"

Which came first—the chicken or the egg? The old conundrum is at the same time as simple and as complex as traditional farm life in America. The question has always challenged amateur philosophers, but at least one could always be sure there were only two possible answers. This certainty no longer exists.

In modern agribusiness, though an egg still comes from a chicken, it may well be by way of a laboratory. Modern biotechnology has made it possible to "engineer" domestic livestock and crops with specific characteristics needed to meet the competitive demands of a global marketplace. But through the process of increasing and standardizing output, genetic diversity—a rich blend of desirable traits, including resistance to disease—has often been lost. It has become a challenge just to prevent extinction of many breeds once viable in agriculture.

To many Minnesotans—especially children—the rich tradition of the family farm, the critical challenges looming today, and the exciting future of agribusiness are as remote as the stars. That is why the Wells Fargo Family Farm at the Minnesota Zoo was created.

The Wells Fargo Family Farm exhibit takes visitors on a fascinating tour of agriculture—past, present and possible futures. Designed as a fully operational working farm, it will actually produce and market livestock, crops and dairy products. The Farm is complete with all the familiar features—farmhouse, granary, animal barns and crop fields. The site and structures capture the essence of traditional farm architecture, while incorporating state-of-the-art farming practice and equipment. The exhibit is designed to accommodate the operation's crops and livestock, as well as an estimated 1.2 million visitors annually.

The Wells Fargo Family Farm is committed to promoting and preserving genetic diversity. It breeds and displays several rare or endangered "heritage" breeds, including Gloucestershire Old Spot Pigs, Dutch Belted Cows and American Cream Draft Horses. In contrast, reflecting the leading edge of biotechnology, cloned cattle are among the Farm's animal "family".



The Farm engages children and families with nature in a way which applies directly to our daily lives. It not only offers a broad view of farm life, but employs interactive play/learning stations demonstrating specific aspects of what it takes to bring to our tables the food we eat every day.

Children can pretend they are young chicks developing into hens, slide down the chute of the grain elevator like kernels of corn, or nestle with a large model sow scaled to the same proportions a piglet would experience. Visitors can observe daily cow milking in the milking parlor, and may occasionally even witness live births. Dioramas (windows in the sides of animal sculptures) display the amazing array of consumer products derived from each type of farm animal.

Seasons of Support

The Wells Fargo Family Farm, unlike many farm displays, will be open to visitors year-round, demonstrating agriculture's seasonal cycles and rhythms, and providing a backdrop for appropriate seasonal events such as summer square dances and fall hayrides.

The Farm's seasonal cycles are an apt metaphor for the Minnesota Zoo Foundation's commitment to "planting", "nurturing" and "harvesting" the exhibit's many assets.

From its original conception as a replacement for the aging Children's Zoo, the Family Farm project has been a changing, growing, dynamic idea. It has attracted the commitment, expertise and hard work of individuals, foundations, business and agribusiness on a national scale. The Family Farm has been funded entirely by private contributions to the Minnesota Zoo Foundation. Those capital contributions have made it possible for the exhibit's concept to be carried out faithfully.

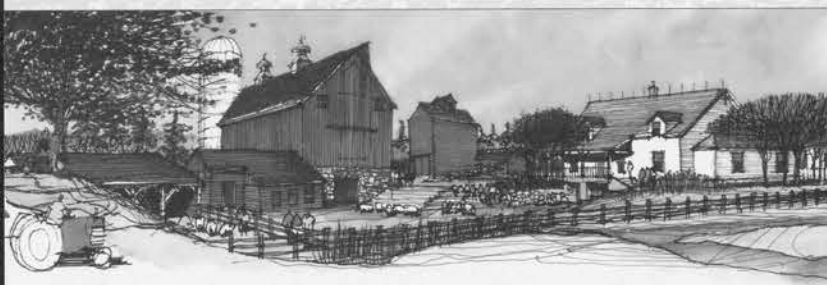
Now that its "seeds" have been sown, germinated and emerged, the Family Farm requires careful nurturing if it is to produce its full yield of education, conservation, inspiration and entertainment to the people of Minnesota and the Upper Midwest. Without regular annual operating support, the Farm simply cannot survive and grow.

Once established, the Farm will generate some earned income, but the Zoo is committed to avoiding additional admission fees for the exhibit. Thus, it is absolutely vital that those who have a stake in the Family Farm (capital funders as well as new donors) sustain it with ongoing annual support. Total funding required for the Farm's first year of operation is estimated at \$500,000.

The Cornucopia Society was established to recognize individuals, foundations and corporate donors who designate gifts of annual operating support for the Wells Fargo Family Farm at the Minnesota Zoo.

"Our sons honor us each year with membership in the Cornucopia Society. Our family is proud to be associated with the Minnesota Zoo and the Wells Fargo Family Farm."

BOB AND MARY ZICARELLI
 Charter Harvester Members
 of the Cornucopia Society



Farm images courtesy of Cusumano Group

The Wells Fargo Family Farm



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CORNUCOPIA SOCIETY DONOR LEVELS (Annual Donations)

The Cornucopia Society will recognize annual donors at the following levels:

Steward	\$10,000 and above
Harvester	\$ 5,000 - 9,999
Cultivator	\$ 1,000 - 4,999
Planter	\$ 500 - 999
Sustainer	\$ 100 - 499

RECOGNITION

Cornucopia Society members will be recognized on a special donor wall in the Farm's Grain Elevator. The elevator is the portal to the Farm experience and is one of the exhibit's most prominent features. In addition, donors will be recognized and presented with distinctive plaques or pins at an annual fall Harvest Dinner, exclusively for Society members. Society members will also be specially recognized in the Zoo's Annual Report and in the Society's semi-annual member newsletter highlighting the seasons and cycles of life at the Wells Fargo Family Farm.

Help shape a generation's awareness and intelligence about American agriculture. Help provide children and families with a glimpse of the nation's agricultural heritage and future. Help preserve rare, beautiful and endangered species.

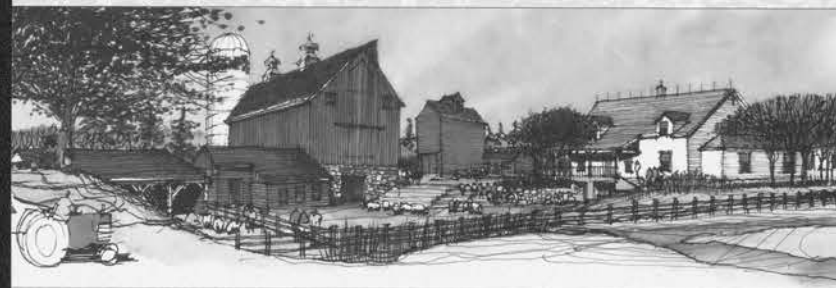
Be a part of the magic that occurs when a child bonds with the living earth. Join the Cornucopia Society!

Contributions should be made payable to the Minnesota Zoo Foundation, the dedicated not-for-profit organization supporting the Minnesota Zoo.

For further information about the Cornucopia Society, contact the Zoo Development Office, telephone (952) 431-9310.

Cornucopia Society

GRAPHIC DESIGN AND COPY WRITING:
Wilbur Marketing Communications - Minneapolis



Farm images courtesy of Canningham Group



MINNESOTA ZOO FOUNDATION • 13000 Zoo Boulevard • Apple Valley MN 55124

Finance

F

STATE OF MINNESOTA
MINNESOTA ZOOLOGICAL GARDEN
POLICIES/PROCEDURE B-1


Acting Director's Signature

Eff. Date 6/78
Rev. Date 5/94; 4/00

ADMISSIONS

POLICY :

It shall be the policy of the Minnesota Zoo to admit the general public and special groups using a fixed set of charges, receipts of which are reconciled daily.

PURPOSE :

To admit visitors in an orderly and expeditious manner so that waiting lines are kept at a minimum and the visitor receives a positive initial image of the Zoo.

PROCEDURE:

- A. Regular paid visitors are charged standard rate (which does not vary from season to season) according to the following age categories: (Adult) 13-64 \$10.00; (Senior Adult) 65 and over \$6.25; (Youth) 3-12 \$5.00; Children 2 years and under are always admitted at no charge.
- B. Group discounts, available under the Group Sales Program (see separate policy), provide a 20% discount off all regular paid admission categories (with the exception of Senior Adult where the everyday discount is 66% off regular adult admission).
- C. School groups are admitted according to school group policy. NOT ALL FREE. (see separate policy).
- D. Official business visitors enter without charge if advance notice is given to Guest Services (X213). Use Special Arrival Form.
- E. Free admissions are provided under certain conditions and at certain times:
 1. Complimentary passes equal to 10% of total admissions are distributed to the economically disadvantaged through Community Action Councils in the state.
 2. Minnesota Zoo members are admitted free with the presentation of their unexpired membership card and photo I.D.
 3. Complimentary passes entitle the bearer to free admission. Complimentary passes are under the control of the MZG Finance Office.
 4. AZA members are admitted free with presentation of their unexpired membership card.
- F. Staff and volunteers shall be allowed access through Admissions by presentation of the staff name tag, MZG uniform or volunteer identifier.

Minnesota Zoological Garden
Apple Valley, Minnesota

Financial Statements
Auditors' Report
For the Years Ended
June 30, 2000 and 1999

Carpenter Evert
Certified Public Accountants

CONTENTS

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NOTES TO FINANCIAL STATEMENTS.....	5-14

Certified Public Accountants

Minnesota Center - Suite 1340

7760 France Avenue South

Bloomington, Minnesota 55435

952-831-0085 Fax 952-831-0792

Carpenter Evert

Independent Auditors' Report

Board of Directors
Minnesota Zoological Garden
Apple Valley, Minnesota

We have audited the accompanying balance sheets of the Minnesota Zoological Garden as of June 30, 2000 and 1999, and the related statement of revenues and expenses and changes in fund equity and cash flows for the years then ended. These financial statements are the responsibility of the Organization's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the aforementioned financial statements present fairly, in all material respects, the financial position of the Minnesota Zoological Garden as of June 30, 2000 and 1999, and the changes in fund equity and its cash flows for the years then ended in conformity with generally accepted accounting principles.

Carpenter, Evert & Associates, Ltd.

Certified Public Accountants

Minneapolis, Minnesota
November 13, 2000

MINNESOTA ZOOLOGICAL GARDEN
STATEMENTS OF REVENUES AND EXPENSES AND CHANGES IN FUND EQUITY
FOR THE YEARS ENDED JUNE 30, 2000 AND 1999

EXHIBIT A

	2000			1999		
	General Fund	Restricted Fund	Total (Memorandum Only)	General Fund	Restricted Fund	Total (Memorandum Only)
Revenues:						
Appropriations from the State of Minnesota <i>3890</i>	\$ 7,587,196	\$ -	\$ 7,587,196	\$ 7,665,772	\$ -	\$ 7,665,772
Admissions <i>1690</i>	3,142,717	-	3,142,717	3,518,953	-	3,518,953
Contributions <i>2570</i>	612,423	4,319,165	4,931,588	1,380,233	877,624	2,257,857
Memberships <i>2000</i>	1,493,409	-	1,493,409	1,456,340	-	1,456,340
Other	1,116,729	-	1,116,729	1,432,599	-	1,432,599
Gift Store (Net of Cost of Goods Sold of \$659,679 in 2000 and \$735,606 in 1999)	624,859	-	624,859	699,066	-	699,066
Food Service	491,179	-	491,179	579,624	-	579,624
Monorail	388,694	-	388,694	467,147	-	467,147
Other Government Grants	-	-	-	90,200	-	90,200
Investment Income	87,046	-	87,046	68,242	-	68,242
Fund Equity Released from Restrictions:						
Satisfaction of Capital Restrictions	4,435,531	(4,435,531)	-	366,277	(366,277)	-
Total Revenues	<u>19,979,783</u>	<u>(116,366)</u>	<u>19,863,417</u>	<u>17,724,453</u>	<u>511,347</u>	<u>18,235,800</u>
Operating Expenses:						
Salaries and Fringe Benefits	9,584,445	36,907	9,621,352	9,555,266	52,769	9,608,035
Depreciation and Amortization	2,089,692	-	2,089,692	1,519,527	-	1,519,527
Supplies and Materials	1,573,695	25,879	1,599,574	1,357,041	34,099	1,391,140
Purchased Services	465,617	107,049	572,666	805,490	102,766	908,256
Utilities	821,464	-	821,464	815,179	-	815,179
Advertising and Printing	612,626	2,051	614,677	762,332	7,732	770,064
Other	486,066	78,611	564,677	601,093	58,613	659,706
Total Operating Expenses	<u>15,633,605</u>	<u>250,497</u>	<u>15,884,102</u>	<u>15,415,928</u>	<u>255,979</u>	<u>15,671,907</u>
Change in Equipment Capitalization Method	586,959	-	586,959	-	-	-
Interest Expense	626,821	-	626,821	676,582	-	676,582
Total Expenses	<u>16,847,385</u>	<u>250,497</u>	<u>17,097,882</u>	<u>16,092,510</u>	<u>255,979</u>	<u>16,348,489</u>
Change in Fund Equity	3,132,398	(366,863)	2,765,535	1,631,943	255,368	1,887,311
Fund Equity - Beginning of Year	34,793,603	590,274	35,383,877	33,161,660	334,906	33,496,566
Fund Equity - End of Year	<u>\$ 37,926,001</u>	<u>\$ 223,411</u>	<u>\$ 38,149,412</u>	<u>\$ 34,793,603</u>	<u>\$ 590,274</u>	<u>\$ 35,383,877</u>

The accompanying Notes to Financial Statements
are an integral part of these statements.

MINNESOTA ZOOLOGICAL GARDEN
BALANCE SHEETS
JUNE 30, 2000 AND 1999

EXHIBIT B

	<u>2000</u>	<u>1999</u>
<u>ASSETS</u>		
Current Assets:		
Cash and Cash Equivalents	\$ 1,357,124	\$ 1,177,792
Restricted Cash	489,583	1,368,283
Accounts Receivable	1,109,255	374,790
Inventory	210,597	333,753
Prepaid Interest	344,750	366,565
Stockroom Supplies	209,862	218,019
Total Current Assets	<u>3,721,171</u>	<u>3,839,202</u>
Property, Plant and Equipment - Net	53,192,716	50,670,372
Animal and Horticultural Collections	<u>1</u>	<u>1</u>
 TOTAL ASSETS	 <u>\$ 56,913,888</u>	 <u>\$ 54,509,575</u>
<u>LIABILITIES AND FUND EQUITY</u>		
Current Liabilities:		
Accounts Payable	\$ 1,051,768	\$ 1,187,941
Accrued Salaries and Compensated Absences	1,408,063	1,834,916
Other Accrued Liabilities	25,722	28,951
Current Portion of Long-term Debt	706,761	707,879
Current Portion of Capital Lease Obligations	184,316	175,812
Current Portion of Workers' Compensation Liability	329,463	250,476
Deferred Revenue, State Appropriations	1,282,766	720,962
Deferred Membership Revenue	851,942	822,806
Deferred Revenue	60,000	-
Deferred Concert Revenue	12,200	9,400
Total Current Liabilities	<u>5,913,001</u>	<u>5,739,143</u>
Long-term Liabilities:		
Long-term Debt	9,721,176	10,427,937
Capital Lease Obligations	95,475	279,791
Workers' Compensation Liabilities	3,034,824	2,678,827
Total Long-term Liabilities	<u>12,851,475</u>	<u>13,386,555</u>
 Total Liabilities	 18,764,476	 19,125,698
Fund Equity:		
Contributed Capital	41,579,432	41,579,432
Unrestricted Retained Equity	(3,653,431)	(6,785,829)
Restricted Retained Equity	223,411	590,274
Total Fund Equity	<u>38,149,412</u>	<u>35,383,877</u>
 TOTAL LIABILITIES AND FUND EQUITY	 <u>\$ 56,913,888</u>	 <u>\$ 54,509,575</u>

The accompanying Notes to Financial Statements
are an integral part of these statements.

MINNESOTA ZOOLOGICAL GARDEN
STATEMENTS OF CASH FLOWS
FOR THE YEARS ENDED JUNE 30, 2000 AND 1999

	<u>2000</u>	<u>1999</u>
<u>Increase in Cash and Cash Equivalents</u>		
Cash Flows from Operating Activities:		
Change in Fund Equity	\$ 2,765,535	\$ 1,887,311
Total Adjustments	<u>2,617,783</u>	<u>602,125</u>
Net Cash Provided by Operating Activities	5,383,318	2,489,436
Cash Flows from Investing Activities:		
Purchase of Property and Equipment	<u>(5,198,995)</u>	<u>(2,088,006)</u>
Net Cash (Used) by Investing Activities	(5,198,995)	(2,088,006)
Cash Flows from Capital and Related Financing Activities:		
Principal Payments on Debt	(707,879)	(706,761)
Principal Payments Under Capital Lease Obligation	(175,812)	(167,700)
Restricted Cash	878,700	814,050
Net Cash (Used) by Capital and Related Financing Activities	<u>(4,991)</u>	<u>(60,411)</u>
Net Increase in Cash and Cash Equivalents	179,332	341,019
Cash and Cash Equivalents - Beginning of Year	<u>1,177,792</u>	<u>836,773</u>
Cash and Cash Equivalents - End of Year	<u>\$ 1,357,124</u>	<u>\$ 1,177,792</u>
 <u>Supplemental Disclosure of Cash Flow Information</u>		
	<u>2000</u>	<u>1999</u>
Cash Paid For:		
Interest	<u>\$ 608,235</u>	<u>\$ 655,622</u>

The accompanying Notes to Financial Statements
are an integral part of these statements.

MINNESOTA ZOOLOGICAL GARDEN
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2000 AND 1999

1. Summary of Significant Accounting Policies

Organizational Purpose and Reporting Entity

The Minnesota Zoological Garden (the Zoo) was created by the Minnesota State Legislature as a state agency in 1969. It is a component enterprise fund unit of the State of Minnesota. Its operations are controlled by the Minnesota Zoological Board. The Zoo exists for the collection, habitation, preservation, care, exhibition, and study of wild and domestic animals.

Fund Accounting

The financial statements are prepared on the accrual basis of accounting in accordance with generally accepted accounting principles as applicable to a government enterprise fund. In order to observe the limitation and restrictions placed on resources available to the Zoo, the accounts are maintained in accordance with the principles of fund accounting. A description of the funds is as follows:

General Fund – This fund is used to account for resources for which the Zoo has been granted discretionary control for use in its general operations.

Restricted Fund – This fund is used to account for resources that are expendable only for purposes specified by the grantor.

Cash and Cash Equivalents

For purposes of the statement of cash flows, the Zoo considers all highly liquid debt instruments purchased with an original maturity of three months or less to be cash equivalents.

Allowance for Doubtful Accounts

Bad debts are provided on the reserve method based on historical experience and management's evaluation of outstanding accounts receivable at the end of each year.

Inventory

Inventory consists of items for sale in the gift store. Inventory is valued at the lower of cost, determined on a first-in, first-out basis (FIFO), or market.

MINNESOTA ZOOLOGICAL GARDEN
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2000 AND 1999

1. Summary of Significant Accounting Policies (continued)

Property, Plant and Equipment

All major expenditures for property, plant and equipment are capitalized at cost. Contributed equipment is recorded at fair market value at date of donation. Depreciation is provided through the use of the straight-line method over the estimated useful lives of the assets. Projects under construction are accounted for as construction in progress until completion, at which time the cost of the asset is depreciated over its useful life. Estimated useful lives are as follows:

Buildings	20 - 40 years
Improvements	20 years
Equipment	5 - 15 years

When assets are disposed of, the cost and related accumulated depreciation are removed from the accounts and any gain or loss is included in revenue or expense.

Animal and Horticultural Collections

Detailed records of the historical cost of the animal and horticultural collections are not maintained since it is not practical to determine such costs. Accordingly, these assets are recorded as expenses when acquired and the value of the collections is reflected in the financial statements as \$1.

Accrued Compensated Absences

Employees are entitled to accrue and carry forward vacation and sick leave. The amounts that employees are entitled to accrue are based on length of service. Upon termination of employment, employees are entitled to be paid for accumulated unused vacation leave, subject to certain limitations. In addition, fully vested employees are entitled to be paid a portion of their unused sick leave upon termination. Vesting is generally achieved based upon length of continuous service or upon retirement on or after age 65.

The Zoo accrues amounts for compensated absences as earned which, in the case of accumulated unused sick leave, involves applying assumptions for employee turnover.

Unemployment Compensation

The Zoo has elected to self-insure unemployment tax claims. Any amounts incurred will be recorded as expense when payable.

MINNESOTA ZOOLOGICAL GARDEN
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2000 AND 1999

1. Summary of Significant Accounting Policies (continued)

Deferred Membership Revenue

The Zoo recognizes revenue from the sale of memberships over the term of the membership, generally one year from the date of issue.

Deferred Concert Revenue

The Zoo recognizes revenue from concert sales in the month the concerts are performed.

Deferred Revenue, State Appropriations

The Zoo receives state appropriations for operating support and the acquisition of capital assets. These appropriations are recognized as revenue when spent.

Risks and Uncertainties

Management uses estimates and assumptions in preparing financial statements. Those estimates and assumptions can affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities, and the reported revenues and expenses. The most significant area, which requires the use of management's estimates, relates to the workers' compensation liability.

Reclassifications

Certain amounts in prior year comparative totals have been reclassified to conform with the presentation in the current year financial statements.

2. Change in Equipment Capitalization Method

The Zoo made changes to its capitalization policy in the year ended June 30, 2000. As a result, individual property with a cost less than \$2,000 was written off. The net amount of this write-off was \$586,959.

MINNESOTA ZOOLOGICAL GARDEN
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2000 AND 1999

3. Cash and Restricted Cash

Cash and cash equivalents and restricted cash as of June 30, 2000 and 1999, consisted of the following:

	<u>June 30,</u>	
	<u>2000</u>	<u>1999</u>
Cash	\$ 35,200	\$ 35,200
Cash, temporary cash investments and restricted cash with the State Treasurer	<u>1,811,507</u>	<u>2,510,875</u>
	<u>\$ 1,846,707</u>	<u>\$ 2,546,075</u>

At June 30, 2000 and 1999, the bank balance for cash was \$10,000. This balance was covered by federal depository insurance. Minnesota statutes require that deposits be collateralized by depository insurance or a combination of depository insurance and collateral securities held in the Zoo's name by an agent of the Zoo.

Cash restrictions consisted of the following at:

	<u>June 30,</u>	
	<u>2000</u>	<u>1999</u>
Parking Lots and Roads	\$ 236,726	\$ 695,594
Other Restricted Gifts	86,394	159,382
Mentor	45,998	-
Technology	45,968	46,934
New Zoo Safari	26,073	-
C.A.T. Gift	22,009	-
Global Tiger	16,723	-
Exxon Tiger	9,692	55,786
Discovery Bay Construction	-	227,456
Farm Construction	-	183,131
	<u>\$ 489,583</u>	<u>\$ 1,368,283</u>

MINNESOTA ZOOLOGICAL GARDEN
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2000 AND 1999

4. Property, Plant and Equipment

The Zoo owns the following as of:

	<u>June 30,</u>		<u>Estimated Useful Lives</u>
	<u>2000</u>	<u>1999</u>	
Land	\$ 1,174,958	\$ 1,174,958	
Buildings and Improvements	66,421,766	65,907,876	20-40 years
Equipment	5,318,908	6,056,655	5-15 years
Construction in Progress	<u>6,312,729</u>	<u>1,681,046</u>	
	79,228,361	74,820,535	
Less Accumulated Depreciation	<u>26,035,645</u>	<u>24,150,163</u>	
	<u>\$ 53,192,716</u>	<u>\$ 50,670,372</u>	

Depreciation and amortization expense of \$2,089,692 and \$1,519,527 was recorded for the years ended June 30, 2000 and 1999, respectively.

5. Long-term Debt

The breakdown of long-term debt is as follows:

	<u>June 30,</u>	
	<u>2000</u>	<u>1999</u>
General obligation bonds (GOB), 5.7%, due in varying amounts through 2015 (a)	\$ 9,716,421	\$ 10,362,315
General obligation bonds, 5.1%, due in varying amounts through 2015 (b)	409,169	439,639
City of Apple Valley assessments	<u>302,347</u>	<u>333,862</u>
	10,427,937	11,135,816
Less Portion Due Within One (1) Year	<u>706,761</u>	<u>707,879</u>
Long-term Portion	<u>\$ 9,721,176</u>	<u>\$ 10,427,937</u>

- (a) In fiscal year 1994, the Zoo received \$20,500,000 from the State for the financing of the Marine Education Center (the MEC) and related visitor improvements. The MEC is financed by general obligation bonds issued by the State in August of 1994, March and August of 1995, and August of 1997. During fiscal year 1996, the State enacted a statute whereby beginning July 1, 1997, the Zoo will be obliged to pay only 60% of the debt service costs of the general obligation bonds issued by the State on its behalf with respect to the MEC. The forgiveness of debt totals \$7,769,403 and has been included as contributed capital in fund equity.
- (b) In fiscal year 1993, the Zoo received \$1,820,000 from the State for the financing of the roof repair capital project. This project was financed by GOB issued by the State in July of 1992 and August of 1993. Pursuant to State statute, the Zoo is obligated to pay one-third of the debt service costs of GOB in installments over 20 years.

MINNESOTA ZOOLOGICAL GARDEN
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2000 AND 1999

5. Long-term Debt (continued)

Principal payments of long-term debt are as follows:

Due in the Year Ending June 30.

2001	\$ 706,761
2002	706,761
2003	712,966
2004	709,213
2005	705,478
2006 and succeeding years	<u>6,886,758</u>
Total	<u>\$ 10,427,937</u>

6. Capital Lease Obligations

The Zoo leases certain equipment under noncancelable leases. The lease has been capitalized and included in equipment in the amount of \$1,986,490 less accumulated depreciation of approximately \$1,028,098. The following is a schedule of future minimum lease payments at June 30, 2000:

Due in the Year Ending June 30.

2001	\$ 195,513
2002	<u>97,757</u>
Total Payments	293,270
Less imputed interest at 7.3% and 4.7%	<u>13,479</u>
Net Amount Due	279,791
Less Portion Due Within One (1) Year	<u>184,316</u>
Long-term Portion	<u>\$ 95,475</u>

Amortization expense related to the leases of \$198,649 is included in depreciation expense for the years ended June 30, 2000 and 1999.

MINNESOTA ZOOLOGICAL GARDEN
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2000 AND 1999

7. Employee Pension Plans

Substantially all employees of the Zoo are covered by pension plans administered by the Minnesota State Retirement System (MSRS). The MSRS administers the General Employee Plan (the General Plan) and the Unclassified Employees Retirement Plan (the Unclassified Plan), which are cost sharing, multiple-employer, public employee retirement plans. The General Plan is a defined benefit plan, and the Unclassified Plan is a defined contribution plan. All full-time and certain part-time employees are required to participate in the plans. Both plans provide for death and disability benefits.

The Zoo does not issue a separate financial report of the pension plan since they are included in the Comprehensive Annual Financial Report for the Minnesota State Retirement System. To obtain a copy of the report, write to:

Minnesota State Retirement System
Mid-America Bank Building, Suite 300
175 West LaFayette Frontage Road
St. Paul, MN 55107-1425.

For the General Plan, employees who retire at age 62 and have at least 30 years of service are entitled to an annual retirement benefit, payable monthly for life, equal to 1% of the average of their highest five (5) successive years of salary for each year of credited service up to ten (10) years and 1.5% for each year of credited service over ten (10) years. Employees may retire at any age with at least 30 years of service or at age 55 with at least three (3) years service credit and receive reduced retirement benefits. Benefits are established by State statute.

Employees covered by the Unclassified Plan are entitled to receive the cash value of their account upon termination of public service as a lump sum or by purchasing an annuity or a combination thereof.

Covered employees are required by State statute to contribute fixed percentages of their gross earnings to the pension plans. Required contribution rates, amounts contributed and covered payroll for the year ended June 30, 2000, for the plans are as follows:

	Covered	Zoo		Participant	
	Payroll	Amount	%	Amount	%
Unclassified Plan	\$ 343,693	\$ 20,622	6%	\$ 13,748	4%
General Employee Plan	7,207,383	288,295	4%	288,295	4%

MINNESOTA ZOOLOGICAL GARDEN
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2000 AND 1999

7. Employee Pension Plans (continued)

The "pension benefit obligation" for defined benefit plans is a standardized disclosure measure of the present value of pension benefits, adjusted for the effects of projected salary increases and step-rate benefits, estimated to be payable in the future as a result of employee service to date. The measure, which is the actuarial present value of credited projected benefits, is intended in accumulating sufficient assets to pay benefits when due and making comparisons among Public Employee Retirement Systems and other employers. The MSRS does not make separate measurements of assets and pension benefit obligations for individual employers like the Zoo.

The Zoo's contribution for the year ended June 30, 1999, to the Plan represented less than 1% of total contributions required for all participating entities.

Ten-year historical trend information showing MSRS's progress in accumulating sufficient assets to pay benefits when due is presented in the MSRS June 30, 1999, comprehensive financial report.

8. Minnesota Zoo Foundation

The Zoo has a separately chartered Foundation that is not included in the accompanying financial statements. The Foundation was organized to support the Zoo through private gifts and contributions to support various projects and programs. The Foundation is governed by a separate body that makes all the Foundation's investing and operating decisions. The Foundation reported the following at December 31, 1999 and 1998:

	<u>December 31,</u>	
	<u>1999</u>	<u>1998</u>
Net Assets	\$ 1,406,855	\$ 2,931,743
Revenues	2,079,742	3,336,654
Expenses	3,604,630	2,271,428

Contributions are recorded when received from the Foundation. During the years ending June 30, 2000 and 1999, the Foundation contributed to the Zoo \$4,737,931 and \$1,946,067, respectively.

MINNESOTA ZOOLOGICAL GARDEN
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2000 AND 1999

9. Transactions with State

Services received from various state agencies include legal services from the Attorney General's Office, accounting services from the Department of Finance, banking functions from the State Treasurer, audit services from the Office of the Legislative Auditor, human resource and insurance services from the Department of Employee Relations, and purchasing and contract management services from the Department of Administration. These services are either charged to the Zoo through an administration fee or provided at no charge. During 2000 and 1999, the Zoo incurred \$253,633 and \$168,342, respectively, for various State services.

10. Commitments and Contingencies

As of June 30, 1999, the Zoo had commitments totaling approximately \$161,388, principally for construction, building improvements or repairs. These construction projects are financed by contributions from the Foundation, state grants and long-term debt.

During the normal course of business, the Zoo receives funds from federal, state and local governments and private donors for capital and special projects. Substantially all of these funds are subject to future audit by various federal and state agencies; however, it is the Zoo's opinion that resulting adjustments, if any, would not have a material effect on the financial position of the Zoo.

The Zoo is a defendant from time to time in actions arising out of their business operations. In June 2000, there was a monorail accident resulting in some claims. By Minnesota statute, the Zoo's liability will be limited to \$1,000,000.

11. Restricted Fund Equity

Restricted fund equity consists of amounts for the following:

	<u>June 30,</u>	
	<u>2000</u>	<u>1999</u>
Discovery Bay	\$ -	\$ 227,456
Zoo Farm Project	58,243	183,131
Zoo Programs	<u>165,168</u>	<u>179,687</u>
	<u>\$ 223,411</u>	<u>\$ 590,274</u>

MINNESOTA ZOOLOGICAL GARDEN
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2000 AND 1999

12. School of Environmental Studies

During 1995, the Zoo entered into an agreement with the Rosemount-Apple Valley-Eagan Independent School District #196 (the District) to provide a site for the School of Environmental Studies. The District is leasing the land for 20 years in return for the Zoo's periodic use of the facility. The Zoo uses the building for summer camp classes and other educational opportunities. The school is funded with \$8,910,000 of bonds sold by the Apple Valley Economic Development Authority and payable by the District. When the bonds are paid off, title to the building will be transferred to the Zoo, but the District will have continued use of the facility as long as it is needed. Special assessment debt related to property leased to the District is payable by the School of Environmental Studies.

13. Cash Flow Operating Adjustments

Adjustments to reconcile Change in Net Assets to Net Cash Provided by Operating Activities are as follows:

	<u>June 30,</u>	
	<u>2000</u>	<u>1999</u>
Depreciation	\$2,089,692	\$1,519,527
Change in Equipment Capitalization Method	586,959	-
Increases (Decreases) in Current Liabilities:		
Accounts Payable	(136,173)	365,159
Accrued Salaries and Compensated Absences	(426,853)	25,731
Other Accrued Liabilities	(3,229)	(3,198)
Deferred Membership Revenue	29,136	2,046
Deferred Concert Revenue	2,800	(1,200)
Workers' Compensation Liabilities	434,984	142,910
Deferred Revenues, State Appropriations	561,804	(1,502,785)
Deferred Revenues	60,000	-
Decreases (Increases) in Current Assets:		
Accounts Receivable	(734,465)	(184,353)
Inventory	123,156	203,284
Prepaid Interest	21,815	24,158
Stockroom Supplies	8,157	10,846
Total Adjustments	<u>\$2,617,783</u>	<u>\$ 602,125</u>

Minnesota Zoo

Financial Contingency Plan

The Minnesota Zoo, an agency of the state of Minnesota, relies on earned revenues for more than half of its annual operating budget. This great dependency requires the zoo's board and management to adopt a conservative approach to building annual revenue and expense plans as well as a vigilant eye in watching the relative success or failure of those plans as the year unfolds.

To this end, the zoo produces monthly financial summaries of revenues and quarterly revenue and expense summaries, both of which compare the actual to the budgeted results and identify variances. These reports are watched closely. If financial difficulties are encountered, by way of revenue shortfalls or unexpected expenses, the management team reevaluates previous assumptions and makes necessary expense budget reductions for the remainder of the Fiscal Year.

Each year the zoo builds a revenue reserve to cover the normal fluctuation in estimated versus actual revenues. For fiscal year 2001 the reserve was established at \$500,000.

An additional resource, if the unexpected occurrence exceeds managements or the boards ability to cover the shortfall either from increased giving from the foundation, new revenue streams identified for the remainder of the fiscal year, or expense reductions to current budgets, the reserve would be depleted before approaching the state of Minnesota. In such a situation the state could choose to provide cash flow assistance or supplement funding to the zoo.

Zoological Gardens

AGENCY CAPITAL BUDGET REQUEST
Fiscal Years 2000-2005
Dollars in Thousands (\$137,500 = \$138)

Projects Summary

Project Title	2000 Agency Priority Ranking	Agency Project Requests for State Funds (\$ by Session)				Statewide Strategic Score	Governor's Recommendation 2000	Governor's Planning Estimate	
		2000	2002	2004	Total			2002	2004
Heating Supply Line/Chiller Replacement	1	\$1,100	\$0	\$0	\$1,100				
Roadways and Pathways	2	4,000	5,000	6,000	15,000				
Education Expansion/Zoolab Rehab		0	2,186	0	2,186				
Hospital		0	75	0	75				
Greenhouse		0	275	0	275				
Bird Holding		0	860	0	860				
Infrastructure and Maintenance		0	1,000	0	1,000				
Water Management		0	0	800	800				
Total Project Requests		\$5,100	\$9,396	\$6,800	\$21,296				

Other projects anticipated subject to masterplanning in process. (See OP-2)

**Minnesota Zoo
Capital Projects/Improvements
For FY's 1996-2000**

	<u>Work Completed</u>	<u>Construction In Progress</u>
<u>FY 2000</u>		
FARM		\$4,499,518
Roadways & Pathways		\$147,009
Tree Kangaroo Exhibit	\$35,763	
Discovery Bay Improvements	\$92,263	
ADA & CAPRA	\$385,864	
<u>FY 1999</u>		
FARM		\$24,368
Roadways & Pathways		\$1,105,896
East Entry	\$5,797	
Discovery Bay Improvements	\$165,080	
Capra/East Entrance	\$171,838	
ADA	\$172,743	
MEC	\$24,833,835	
<u>FY 1998</u>		
FARM		\$219,599
Discovery Bay Fence	\$20,130	
A/C Lower Level	\$16,674	
Musk Ox Fence	\$5,395	
Central Plaza Fence	\$5,032	
<u>FY 1997</u>		
Picnic Area /RRB	\$51,389	
Picnic Area /RRB	\$25,803	
<u>FY 1996</u>		
Infrastructure	\$755,597	
ADA	\$64,473	
Lancer Ventilation & Roof	\$2,079	

AZA F-9

**Staff Development and facility Maintenance
Costs and percent of total budget for FY 2000**

FY 2000

Expenses per audit report: \$17,097,882

Staff Development Costs:

Employee Development 2L0	\$53,839	
Out State Travel	<u>\$17,998</u>	
	\$71,838	0.42%

Facility Maintenance Costs:

Major Mai 3650	\$367,725	
Phys Fac Admin	\$114,137	
Building Services	\$504,777	
Mono Maint	\$184,415	
Vehicles	\$168,976	
Electrical	\$184,007	
Engineering	\$418,649	
Life Support	\$241,938	
Carpentry	\$296,283	
Plumbing	\$119,079	
Welding	\$98,977	
Painting	\$98,977	
Grounds	\$363,695	
Exhibits	<u>\$168,366</u>	
	\$3,330,001	19.48%

Physical
Facilities

Minnesota Zoo Quarantine Facilities

1. E & F Buildings-

These buildings are used to quarantine hoofstock and carnivores. The building is a one level masonry constructed structure, on grade. The building is split into two equal sections for hoofstock and carnivores. The interior of the building has 2400 square feet of quarantine space and 200 square feet for treatment and research. There are 18 interior stalls and pens, which also have access to the exterior of the building. The exterior stalls have a total of 4600 square feet. The exterior pens have a surface of concrete and have roof structures over part of each pen. The building heating system is hot water heat with unit heaters and in-floor heat. Exhaust fans provide ventilation and air exchanges in each section of the building. There is Emergency Power back-up, associated with this building.

2. 'A' Building

'A' building spaces are used for carnivore, primate, bird and small animal quarantine. The building is a two-story masonry structure with 1st floor and below grade quarantine space. About 35% of the building area is used for quarantine. The building is climate-controlled. The heating system is High Temperature hot water with forced air. Each quarantine area has its own heat exchanger and fresh air intake. The system is 100% exhaust and 100% fresh make-up air for heating and cooling. There is Emergency Power back-up associated with this building.

a. 'A' Building-lower level

The interior of the lower level has 1428 square feet of quarantine space. There are two separate areas one for birds and one for small animals. The bird area has 765 square feet of space with 10 pools and no outside access. The small animal area has 663 square feet of space with six pens, with three having outside access to exterior holding consisting of 114 square feet. Each of the pens is of equal size. The exterior holding areas have concrete floor surfaces.

b. 'A' Upper level

The interior of the upper level has 2100 square feet of quarantine space split into 4 separate areas.

1. Area #1 is 546 square feet of interior holding with no outside access.
2. Area #2 is 528 square feet of interior holding with access to an outside holding area of 430 square feet. The area has two holding pens of equal sized interior and exterior spaces.
3. Area #3 is 500 square feet of interior holding with access to an outside holding area of 130 square feet. The area has 3 holding pens of equal size.
4. Area #4 is 500 square feet of interior holding with access to an outside holding area of 130 square feet. This area has 3 holding pens of equal size.

All exterior holding areas have concrete floor surfaces.

3. Shark Holding

Three separate and isolated pools are filtered, temperature-controlled and have the water qualities monitored on a daily basis. The building is masonry with a minimum of 15% outside air, make-up. Heating is accomplished using natural gas and cooling is via DX cooling system. Emergency Power back-up is associated with this building.

STATE OF MINNESOTA
MINNESOTA ZOOLOGICAL GARDEN
POLICIES/PROCEDURE D-6



Director / CEO Signature

Eff. Date 6/78
Rev. Date 5/94; 10/00

MAINTENANCE SERVICE REQUESTS

POLICY:

It shall be the policy of the Minnesota Zoo that on receipt of repair, maintenance and service requests the staff handle all requests in a proper manner to ensure that the current physical plant is maintained in an as-built condition, 1

PROCEDURE

A. Service Requests

Complete form and forward to the Operations Department. A computer generated work order will be returned to the originator when the repair has been made.

State the nature of the business and service requested on the form. Be specific as to the location: building, floor, wing and room number. Use a new request slip for each project.

Sign the Service Request; this will be the responsibility of the supervisor or his/her designee; one designee only per unit, This designee will be the Operations Division's contact person.

1. A phone number should be placed on the service request form to contact the supervisor or designee about the repair/replacement to be made.
2. Only properly signed requests will be honored.
3. The Operations VP, Chief Engineer, Building Maintenance Supervisor and Grounds Supervisor are authorized to approve requests and assign projects to appropriate personnel.

B. Emergency Requests

Emergency repairs, upon discovery of the staff, should be made aware immediately to the responsible shop. These are to be called into Ext. 312, 247 and/or 238. If no response, contact should be made by radio to the responsible shop. Responsible shop should respond immediately. The requesting department should also be available to direct staff to the area of concern and explain the emergency.

For emergencies which occur after normal working hours, holidays, etc. contact the Central Heating Plant at Extension 251.

- C. If the repair or replacement can not be completed within two weeks from the date of the request, the originator will be informed via mail by the appropriate Operations's Supervisor. For those requests that must be delayed, a copy of the service request will be sent to the originator's supervisor and Division Director.

D. **Prioritizing Service Requests**

The method for determining the priority to be assigned to incoming service requests and incoming preventive maintenance tasks is listed below:

PRIORITY 1 - Hazards to Life, Health and Property - to be done immediately.

Work required to provide or restore adequate security to a facility, to eliminate hazards to life or health of staff, visitor, animal or plant collection (safety) or to protect valuable property.

PRIORITY 2 - to be done that day.

Items that are not deemed to be emergencies and need prompt attention: Plugged drains, no hot water, etc.

PRIORITY 3 - Essential Support - to be completed within 5 working days.

Work needed to accomplish the facility's primary objective, to prevent a breakdown of essential operations or functions, (heat, electricity generation, etc.) or to improve the operating performance of a necessary system (preventive maintenance).

PRIORITY 4 - alterations or additions - to do or respond to within 14 working days.

Alterations or additions required to accommodate expanding programs, revised programming approaches, added functions or reorganizations. This work requires an estimate to be prepared by Operations personnel to determine cost of the project, availability of personnel and materials.

Special events - all events that need setup time shall be submitted at least two weeks in advance.

PRIORITY 5 - desired support - as assigned by the supervisor. Convenience and other such improvement items not qualifying for higher priority. Requests will be reviewed and responded to monthly by the appropriate Operations supervisor.

No. _____



Repair Order Request

☐ Emergency ☐ Routine ☐ Deadline date

Requesting Department: _____

Repair Location: _____

Date: _____

Task _____

Example -

Originator: Kim Thomas

Radio: 4170

Phone: 381

Please e-mail to Gene Barthel
Emergency Repair call 247 or 471

OFFICE USE ONLY

- ☐ Carpentry
- ☒ Bldg. Services
- ☐ Doors/Locks
- ☐ Electrical
- ☐ Engineering
- ☐ Exhibits
- ☐ Garage
- ☐ Grounds
- ☐ Horticulture
- ☐ Life Support
- ☐ Painting
- ☐ Plumbing
- ☐ Welding

Corrective Action

Completed by _____ Date _____ MH _____

Materials

PF-6a Maintenance & Operations Department

PF-6b Life Support Systems Maintenance

PF-6c Quarantine Facilities

PF-6d Preventive Maintenance Program

PF-6e Central Heating Maintenance Program

PF-6f Grounds and Horticulture Maintenance Program

- Zoo Compost Maintenance
- Recycling Program
- Snow Removal
- Road and Pathways
- Vehicle Maintenance

PF-6g Building Services

Minnesota Zoo's Maintenance and Operations Department

The Zoo's Operations Department is comprised of the following departments:

Physical Facilities Administration
Building Maintenance staff- ie. Welding, Painting, Carpentry, Exhibits staff
Building Services staff
Grounds and Horticulture
Vehicle Maintenance
Shipping and Receiving
Electrical and Monorail staff
Heating Plant Engineers
Plumbing staff

This staff of approximately 60 fulltime staff is responsible for all support functions at the Zoo. This staff has great dedication and is committed to keeping the Zoo clean, safe and comfortable, at all times.

Funding for the operational support comes from various accounts. The staff relies on their supply budgets for most materials, but has other recourse depending on the project.

For larger projects the Zoo has utilized state funds via the CAPRA dollars (Capital asset, Preservation and Replacement account). These dollars, allocated directly to the Zoo for specific projects vary from year to year but projects which have used CAPRA money include:

1. Replacement of the old Beaver exhibit water system with a newer, more efficient system.
2. Replacement of all underground gas holding tanks with new, state approved tanks.
3. Replacement of the 22-year old busbar insulation on the Monorail track.
4. Replacement of the Tiger Pier support members.
5. Currently, the Zoo is ready to replace the underground High Temperature Hot Water lines, which provide the heat to most areas of the Zoo.

Other funds that the Zoo can apply for, through the State of Minnesota, include ADA money, available to bring structures and facilities into compliance with the ADA goals.

The Zoo has used ADA money to:

1. Bring all doors and door hardware into compliance.
2. Upgrade one half of the Zoo's Northern Trail walkway, including replacement of the path and a new bridge.
3. Correct pathway slopes.
4. Currently, the Zoo will be utilizing ADA money to upgrade another part of the Northern Trail, fixing all walkway slopes and creating another viewing area.

Lastly, the Operations department can use money from the Zoo's RRB (Repair, Replacement and Betterment account), to fix problem exhibits and facilities. There are over 20 line items, that are funded throughout the fiscal year, from this account. Everything from the annual Pest Control contract to exhibit renovation.

Minnesota Zoo Life Support Systems Maintenance

The Minnesota Zoo's Life Support System's Maintenance Department exists to maintain the integrity and safety of all aquatic systems, including the 500,000 gallon Dolphin exhibit and all other aquatic exhibits in the Discovery Bay exhibit. A staff of 3 Life Support Operators with an operating budget of over \$250,000 maintains the following exhibits.

Facility:

Discovery Bay – (Opened May 1997 costing \$26 million)

Dolphin Exhibit – 1.2 million gallons

(7) 8x16 ft sand filters, 2 hr turnover rate (9600 gpm),

(2) 14 lb O₃ Generators

Shark Exhibit – 220,000 gallons

(6) 8 ft sand filters, 1 hr turnover rate (3600 gpm), 3 lb O₃ Generator

Estuary (Shark Touch Tank) – 15,000 gallons

(4) 33 inch sand filters, 1 hr turnover rate (250 gpm), ¼ lb O₃ Generator

Tide Pool – 10,000 gallons

(3) 33 inch sand filters, 1 hr turnover rate (150 gpm), ¼ lb O₃ Generator

Wave Generated using 16-inch pneumatic valve and 500-gpm pump

Tropics Building – (Renovated Indoor Dolphin pool in 1989 for \$2.2 million)

Coral Reef Exhibit – 82,500 gallons

(2) 8 ft sand filters and (1) 6 ft sand filter, 1 hr turnover rate (1500 gpm),

2.2 lb O₃ Generator

Minnesota Trail – (Filtration System renovated with CAPRA Grant)

Beaver Pond – 45,000 gallons

(2) 48 inch screen filters, (2) 6 ft sand filters, 2 hr turnover rate (400 gpm)

Otter Pond – 20,000 gallons

(2) 33 inch sand filters, 2 hr turnover rate (150 gpm)

Lake Exhibit – 8,000 gallons

(2) 33 inch sand filters, 1 hr turnover rate (120 gpm)

Shark Holding – (unoccupied)

Shark Pool – 25,000 gallons

(7) 33 inch sand filter, 1 hr turnover rate (420 gpm), ½ lb O₃ Generator

Whale Tank – (unoccupied)

Whale Pool – 500,000 gallons

(8) 12 ft sand filters, 2 hr turnover rate (4000 gpm)

1. Life Support Tasks:

Routine Maintenance:

1. Water Testing (45+ tests daily):including
 - a. Chemistry: ammonia, nitrite, nitrate, oxidants (Br, O3, Cl), copper, pH, Dissolved Oxygen
 - b. Micro: Total Coliform, Fecal Coliform, Standard Plate Count
 - c. Inline Metering: ORP, Filter Flows, System Flows, Ozone Treatment Flows, temperature
2. Backwash Filters (52 units)
3. Daily Inspection of All Systems and Repairs (Water + Air + Treatments)
4. Salt Mixing, Water Transfer/Makeup, Water Changes

PM and Scheduled Tasks:

1. Air Compressors (4) – Biannual Service
2. Ozone Generation Systems (7) - Quarterly Service
3. Sand Filters (26 Large Vessels + 16 Small Vessels) - Annual inspection of sand and interior of filter
4. Pumps (72) – Yearly Service
5. Hardware and Software Upgrade and Modification of Control Systems – Yearly or as needed
6. Valves and Actuators (x) – Yearly Service
7. Pool Coating Inspection – Yearly Photo Documentation
8. Ozone Tower Inspection – Quarterly
9. Shark System Water Change – Monitor chemistries, as needed monthly
10. Total Assays for Shark, Dolphin, and Coral Reef Exhibits – Biannual Testing by ENC Labs
11. Chilling System Inspection and Service – Quarterly by contracted vendor

The following projects have been completed in the last 4 years.

1. Construction and Set-Up of Shop in LSS – Complete
2. Replace s/s fittings with Kynar on ozone injectors – Complete
3. Beaver/Otter/Lake Exhibits Filter System Retrofit w/CAPRA Funding - Complete
4. Shark Holding Repairs – Complete
5. Re-Line Ozone Contact Towers – Complete

6. Develop SOP for Total Water Assays – Complete

7. Repairs to Control System and Metering Equipment Following July 7th Lightning Storm – Complete Pending FEMA Final Approval and Re-imbursement

8. Establishment of Energy Management system for Discovery Bay

- a. Discovery Bay Energy Management (Control Systems) utilizes over 900 control points
- b. Coral Reef and Chilling utilize over 150 control points
- c. Minnesota Trail Aquatic Displays utilize over 50 control points

MINNESOTA ZOO FACILITY MAINTENANCE

PREVENTATIVE MAINTENANCE PROGRAM

Preventative maintenance for the equipment at the Minnesota Zoo has been a priority since the Zoo was built in the mid 70's. The preventative maintenance procedures and the schedules were developed according to the manufacturers requirements for the individual equipment when this information was available. When the equipment manufacturer's recommendations were not available industry standards were used to develop the PM procedures and the schedules. This program has made it possible to keep our equipment working at peak performance even though the equipment is over 20 years old.

In 1996 we purchased Maximo Advantage, a preventative maintenance computer program from PSDI Inc. This computer program has a very large database and a scheduling component that provides us with the following advantages:

- We are able to compile the information necessary to describe all our equipment by a unique identifier
- Serial numbers, model numbers, and any other information needed for that individual piece of equipment is stored as database information for that unique record
- All PM work will be scheduled for each piece of equipment either by using a calendar timeline or by actual running time. The type of equipment determines this scheduling method.
- The PM records are able to be centrally located and is able to be recalled immediately for study or change by the department supervisor
- The PM work can be scheduled more efficiently from a central source

To date we have converted these PM work or recurring tasks to the Maximo system:

- All of the trains and the entire track system for our Monorail tour system
- Annual checking, testing, and periodic rebuilding of all of the backflow prevention equipment for our potable water
- Seasonal water supplies and irrigation systems that must be turned off and blown out in the Fall and turned back on in the Spring.
- The annual checking and certification of all our fire extinguishers for the Zoo complex
- Annual checking and certification of all our fire dampers for the various heating and cooling systems around the Zoo
- Annual checking and certification of all of our smoke detection and fire alarm equipment for the Zoo complex
- Fire hydrant flushing and inspection for the Zoo site

We are currently in the process of converting the manual PM management system to the Maximo system in these areas:

- Animal life support systems – we should have this conversion completed by early summer. In the meantime they will continue to manage the PM work on this equipment by using their manual recording filing system.
- Heating plant equipment – The unique identifiers and the equipment descriptives have all been entered in the database and this PM program will begin at the beginning of 2002. They are currently tracking their PM work manually
- Electrical equipment – All of this information will be gathered during the winter of 2001/2002
- Refrigeration equipment – This information is being compiled now for data entry this summer
- Vehicle/equipment maintenance – The work is currently scheduled and tracked by a manual system. We don't have a date scheduled yet when this work will be converted.
- Roadways and Pathways – We are currently gathering all the information necessary to begin the data entry into the Maximo software. This part of the program will be in place by the fall of 2001
- Fences and gates at the Zoo – We will begin to gather information for this part of the program in November of 2001
- The inspections for the building roofs and other building maintenance will be put into the system as the information becomes available. We are currently working with the State building coordinator to develop the procedure and frequency for this maintenance program.

Minnesota Zoo Central Heating Maintenance Program

The Minnesota Zoo's Central Heating Plant staff are responsible for the preventative and emergency maintenance of the:

1. Heating system
2. Cooling systems
3. Fire Alarms
4. Ventilation
5. Plumbing
6. Utilities
7. Hazardous Waste

The following are the established maintenance standards for the Minnesota Zoo.

1. Heating (Central Heating Plant)

The heating for the Zoo consists of 3 boilers for the main Zoo complex

- a. Maintenance is performed by staff on a preventative maintenance schedule.
- b. Repairs are completed with Zoo staff or outside vendors, as conditions warrant.
- c. Boilers, as well as all Minnesota Zoo pressure vessels are inspected by the State's Boiler Inspectors.

2. Chilling Equipment

The cooling for the Zoo consists of multiple units ranging from fractional horsepower to 500 Ton Centrifical chiller.

- a. Routine repairs and preventative maintenance is performed by Zoo staff.
- b. Repairs to units are performed by staff (certified for Refridgeration work) or by outside vendors, as conditions warrant.
- c. Annual service contracts are maintained on units larger than 7 tons.

3. Fire Alarms

- a. The Zoo maintains a central station for the major public areas of the Zoo including the
 1. Tropics building,
 2. Discovery Bay,
 3. Weisner Amphitheater and
 4. Farm exhibit.
- b. Remote fire stations are maintained in the Small Animal Holding and Koala Lodge.

4. Ventilation (Heating/Cooling)

Consists of multiple air handling systems

- a. Maintenance is performed by Zoo staff on a preventative maintenance schedule
- b. Repairs are completed by Zoo staff or outside vendors as conditions warrant.

5. Plumbing

The Zoo is responsible for both indoor and outdoor plumbing maintenance

- a. Maintenance and repairs are performed by Zoo staff or outside vendors as conditions warrant.
- b. Backflow preventors are in place and tested in accordance with Minnesota State statute, on an annual basis.

6. Site Utilities

Utilities consist of

- a. Water
- b. Sewer
- c. Power lines
- d. Generator sets
- e. Communication lines

- A. Staff performs underground line locates on Zoo-owned lines
- B. An annual service contract is maintained on the Generator sets.
- C. Power work is coordinated with the local utility company
- D. Sewage lift stations are under annual contracts
- E. Preventative Maintenance checks are performed by Zoo staff on all lift stations.

8. Hazardous Waste

- a. All hazardous waste is collected at a central location and disposed according to state guidelines.

**An upcoming large Maintenance project is due to start in spring of 2001. The Zoo with support from the State of Minnesota's CAPRA fund (Capitol Asset, Preservation and Replacement Account) will be replacing the 25 year-old high Temperature Hot Water lines which supply heat to the Zoo's Internal Services area and to the Tropics building.

Minnesota Zoo

Grounds and Horticulture Maintenance Program

The Minnesota Zoo Grounds Maintenance Department and Horticulture Department are dedicated to provide a clean, safe and aesthetically pleasing setting for Zoo staff and all Zoo guests, on a year-round basis.

1. Zoo site is checked daily to ensure the site is safe, clean and ready for our Guests.
Trash is removed from all trash container and monitored thought out the day.
 - All ashtrays will be dump and wipe down daily
 - Pathway are swept and kept clear of debris and check for checked for cracks and trip hazards
 - Plaza and eating areas are wash as needed
 - All public and nonpublic areas will be mowed and maintained to provide an aesthetically pleasing setting.
 - All Picnic areas will be check and maintained daily
 - All site amenities (Tables, Chairs, Picnic Tables and Benches are checked and repair as needed
 - The Zoo's perimeter fence and animal enclosures are check and maintained.
 - All animal herds pens are resurfaced annually or as needed
 - Maintain Compost on zoo Site
2. Animal Exhibit Maintenance:
 - a. Tree pruning, weed whipping and mowing for safety and visitor viewing as needed.
 - b. Herbicide applications for noxious weed control as needed.
 - c. New plant installation when appropriate to enhance visitor and animal experience.
3. Maintenance of natural and landscaped areas:
 - a. Annual inspection for infectious disease (Dutch Elm/Oak wilt) to include proper disposal of and/or preventative practices within compliance of the City of Apple Valley.
 - b. Pruning of plant material (trees/shrubs) for safety and aesthetics as needed.
 - c. Mowing, fertilization, seeding, herbicide application and new sod installation to maintain the health and aesthetics of all turf areas.
 - d. Herbicide application and weed whipping for noxious weed and vegetation control.
 - e. Annual burning of established prairie plantings.
 - f. Pruning of trees from monorail work cart to maintain safe clearance and proper viewing for visitors and train operators.
 - g. Daily plant maintenance to ensure health and aesthetics of Zoo plant collection to include (irrigation, fertilization, mulch, soil amendments, pesticide application and pruning)

Minnesota Zoo Compost Maintenance

The Minnesota Zoological Gardens composting operation has been processing animal manure, bedding material, grass clippings, leaves, and plant material since 1977. The facility currently generates between 300 and 400 tons of finished compost each year.

Daily deposits of animal bedding and manure is brought to the pad and is pushed up into a pile. Later, it is put into windrows; a compost grinder is run through the rows. This process helps mix, aerate, and heat the windrows. After the grinding, the windrows are pushed up into one large pile. The pile is monitored weekly for temperatures. The pile is turned when the temperature reaches a maximum of 150 degrees. The optimum range is 140 to 165 degrees over a 15-day period, which insures a process for reduction of pathogens. If the temperatures do not reach this criterion, urea is added to the pile to help raise the temperature. Frequent turning and grinding helps to prevent problems with odor. Estimated composting time is about 10-14 weeks. Lack of staff causes the process to take about 24 to 30 weeks.

Once the compost material has finished the process and has reached a stable level, it remains on the pad or is stock piled until it is used. There are usually 3 piles on the pad: 1 new pile, 1 pile in the stabilizing process, and one ready to be run through the grinder and be used on site.

Water run-off from the pad is contained in a collection pit on the pad. Run-on water does not occur due to the curbs that surround the pad. Snow is plowed to the edge of the pad and blown off. Snow that remains on the pile is incorporated in the pile by the turning process. Most of the snow will melt or evaporate because of the heat generated by the pile. Any excess water that collects in the pit is pumped and applied to the piles during dry periods.

Minnesota Zoo Recycling Program

The state Government Resource Recovery program was established in 1991 to promote state agency recycling and reduction of waste the Zoo is part of this program.

	1991	1992	1993	1994	1995	1996	1997	1998
Statutory Recycling Goal			40% by 12/ 93			60% by 12/ 96		
Metro area	30%	34%	51%	42%	44%	52%	64%	89%
Capitol Complex	49%	54%	54%	60%	67%	66%	67%	64%
MN Zoo				37%	41%	47%	60%	70%

A large part of the Minnesota Zoo mission is focused on conserving the natural world around us. Not only are we concerned about the plants and animals that we exhibit, but we are concerned about the natural resources that we use here every day. Recycling has now become one of the easiest way for people to conserve. As part of the Zoo's conservation mission a recycling group is working on a program to recycle everything from aluminum to plastic. Over the past year, some of what the Zoo has recycled includes the following:

Type of Recyclables	Weight
Florescent and vapor light	1,993 ea
Waste oil	310 gallons
Oil Filters	55 gallons
Part Washer Solvent	87 gallons
Paint	55 gallons
Auto Batteries	2,800.00 lbs
Tires	1,420.00 lbs
Glass/ Plastic/ Aluminum cans	12 tons
Cardboard / Office Paper	67 tons
Aluminum Metal	900 lbs
Metal	11,000.00 lbs
Compost	350 tons
Antifreeze	15 gallons

Minnesota Zoo Program for SNOW REMOVAL

It's the responsibility of the Grounds Crew to remove the snow at the Minnesota Zoo, to insure that roadways, parking lots and walking path are clear of snow and ice to provide safe and passable routes for Zoo guests and staff.

Notification Procedure

The operating engineer on duty at the Central Heating Plant will be responsible for contacting staff as they appear in sequence on the contact list, until someone is contacted. The Buildings and Grounds Supervisor will provide this list and update it annually.

1. At midnight, if two or more inches of snow have accumulated. If such conditions occur after midnight, please notify when they occur.
2. If icy conditions exist at 3 a.m. or later.
3. If other unsafe conditions are caused by winter weather.

On weekends beginning mid November, there will be Grounds staff on site to handle unsafe winter weather conditions. Their hours will be 7:00 to 3:30, they can be reached at ext. 246 or 4193 Grounds Crew.

4. Grounds Crew staff must also be informed if adverse weather conditions affect opening of the Zoo or exhibits.

Snow Removal Schedule

Snow will be cleared and chemicals applied (IF NEEDED) to roadways, parking lots, walking paths and sidewalks in the following sequence and time frames.

BY 6 a.m.

Main perimeter roads
Main Gate
Lot behind Main Building
Front Entrance

BY 7 a.m.

Internal Services
"A" Building

"B" Building
Garage
Greenhouse
Warehouse
Road by Children's Zoo
Main parking lot (Dolphin Lot first)
SES/Zoo Tiger Lot
Heating Plant
Amphitheater Road
Monorail
Discovery Bay

BY 8 a.m.

Bison road
Musk Ox
Shark Holding
Upper Plaza
Lower Plaza
IMAX
East Entrance
Minnesota Wing road
Hay Barn

BY 10 a.m.

Northern Trek
Tiger Pier
Children's Zoo
Takin piers
Arctic Fox bridge
Monorail transfer table

AFTER 10 a.m.

Clean lots, entrance main gates, compost pad and any other areas that require attention.
Remainder of East lots
Emergency doors
My Backyard

Snow Plowing and Dumping:

- \
1. Snow is NOT to be dumped into any animal exhibit.
 2. Here is a list of areas designated for snow dumping:
 - contractor parking area
 - opposite Arctic fox along lake side

- between Wolf exhibit and Horse/Camel bridge
 - adjacent to Prairie Dog exhibit
 - opposite the service road leading to the old Dolphin tank behind the MN wing
 - picnic area parking lot, east parking lots, unused road.
3. All parking lots will be plowed so snow is pushed away from trees and shrubs to prevent plant damage. Snow from these areas will be blown or hauled to designated dump site.
 4. The application of salt and other chemicals will be limited and controlled according to weather conditions. (SAFE CONDITIONS MUST BE MAINTAINED).
 5. All snow on the Northern Trail walkway WILL BE blown or hauled to designated dump sites. In the event that snow removal is not complete by the Zoo's operating hours, the assigned staff has the authority to close the Northern Trail at the designated locations and to advise Guest Services of the decision. Following completion of snow removal, remove signage and inform Guest Services that the Northern Trail is open.
 6. Snow removal staff WILL NOT provide any snow service in any animal enclosure except when requested by the Senior Vice-President of Biological Programs or an assigned staff member acting on his/her behalf.
 7. Snow removal staff WILL NOT provide snow removal service to your front door. It will be the responsibility of the staff assigned to the building to maintain a 10 foot area in front of all doors. Shovels and ice melt material are available at Central Receiving to accomplish this.

Staff Parking During the Winter

All staff will observe the staff parking policy for Zoo vehicles during winter months, November 1, to May 1. All Zoo vehicles must be parked overnight in the parking lot situated between "B" building and the Greenhouse during the winter months between November 1 and May 1, unless otherwise notified. Overnight parking of Zoo vehicles in areas other than above is prohibited. Any problems with finding parking space or electrical outlets for Zoo vehicles will be resolved by Kevin Henderson (ext. 491).

Minnesota Zoological Garden Road and Pathways Maintenance Program

The Zoo's Road and Pathways maintenance program is critical for extending the life of our exiting pavement system; maximizing the serviceability of newly constructed pavement and minimizing safety related issues resulting from materials deficiencies. Our maintenance program consist of two main area; cleaning operation and maintenance issues.

Annual cleaning of the pavement of debris, sand accumulation and other miscellaneous material will minimize future distress formation from trapping of surface moisture and/or accumulation of debris within storm water drains. Our annual cleaning program will also improve the aesthetics of the Zoo as the public enters the property.

Maintenance issues addressed in this maintenance program include annual repair to distressed locations, sealing of newly formed cracks and repair to damage resulting from snow removal operations. Our maintenance program also include surface treatment of the pavement on a biannual or other schedule, sealing and /or repair of major cracks, and localized repaired of pavement that has failed due to traffic or weather.

Schedule pavement maintenance includes various surface treatments to minimize oxidation of the exposed pavement surface, and minimize moisture penetration into the bituminous materials and underlying pavement structure. The initial surface treatment of new pavement construction should consist of an application of a fog seal, sand seal or similar material within two years after initial construction. Subsequently similar treatments should be performed approximately two to three years after the first application when the condition of the pavement surface requires additional protection. An asphalt cement and aggregate chip surface coarse typically is provided from 5 years to 7 years after the construction of the pavement, and is normally follow by additional "chip seal" treatment every 5 years after the first application. The overlay of pavement will typically be performed when a pavement is between 12 and 17 years of age.

As part of scheduled maintenance, the removal of debris and proper sealing of cracks is important in limiting moisture penetration into the aggregate base and sub grade system. It is recommended the sealing of all pavements cracks in excess of 1/4 inch in width. Crack sealing operation may require the routing of large cracks. It is anticipated that initial crack sealing for newly constructed pavement will probably required from 3 to 5 years after construction.

OVERVIEW

1. New Pavement should be sealed after 2 years of construction.
2. Sealing should be performed again 2 to 3 years after 1st application.
3. Aggregate chip surface typically holds up for 5 to 7 year after the construction of Pavement, a new chip seal after 5 years of 1st application.
4. Overlay of pavement typically occurs when pavement is 12 to 17 year of age.
5. Crack sealing typically is required after 3 to 5 years of construction of pavement.
6. All cracks that a $\frac{1}{4}$ inch in width will be seal.

Minnesota Zoo Vehicle Maintenance Program

All Zoo's vehicles and Equipment are set up on a regular schedule maintenance program established according to maintenance standards provided for each unit. Unscheduled maintenance or repair work needed is submitted on a service request form.

VEHICLE NO.	YEARMAKE	MODEL
59	1976	FORDF-500 - 1.5 TON
74	1977	DODGE TRUCK
76	1977	DODGE TRUCK
8	1978	DODGE VAN
55	1978	DODGE TRUCK
66	1979	CHEVTRUCK
9	1981	GMC TRUCK
79	1981	GMC TRUCK
65	1982	CHEVTRUCK
70	1982	CHEVTRUCK
10	1983	CHEVVAN - 1 TON
50	1983	GMC SUBURBAN
57	1983	FORDTRUCK
77	1984	CHEVVAN
54	1985	DODGE TRUCK
78	1985	FORDVAN
1	1986	FORDTEMPO
2	1986	FORDTEMPO
4	1986	FORDTEMPO
6	1986	FORDTEMPO
12	1986	CHEVS10
63	1986	FORDVAN
68	1986	GMC TRUCK
69	1986	GMC TRUCK
7	1987	CHEVVAN
51	1987	GMC TRUCK
53	1987	GMC TRUCK
56	1987	GMC TRUCK
67	1987	GMC TRUCK
62	1988	CHEVVAN
48	1989	CHEVVAN
43	1990	CHEVTRUCK
44	1990	CHEVTRUCK
60	1990	FORDTRUCK
61	1990	FORDF-350 - 1 TON
45	1991	DODGE TRUCK
33	1992	FORDVAN
34	1992	FORDVAN

35	1992 FORDVAN - 1 TON
40	1992 FORDTRUCK
41	1992 FORDTRUCK
42	1992 FORDTRUCK
64	1992 FORDTRUCK
3	1993 FORDAERO STAR VAN
5	1993 FORDAERO STAR VAN
32	1993 FORDAERO STAR VAN
49	1993 FORDDF-350 - 1 TON
52	1993 FORDDF-350 - 1 TON
58	1993 FORDDF-700 - 3 TON
72	1993 FORDDF-700 - 3 TON
73	1993 FORDDF-350 - 1 TON
71	1994 FORDAERO STAR VAN
91	1994 FORDRANGER
46	1995 FORDWIN STAR VAN
47	1999 FORDWIN STAR VAN
CUSHMANS	ELECTRIC CARTS

20	11
21	13
23	14
24	15
25	16
26	17
27	18
28	19
29	120
30	
31	
CLUB CARS	
105	
106	
107	

Minnesota Zoo BUILDING SERVICES

The Building Services staff clean and monitor all public and nonpublic restrooms so they stay in a clean and sanitary manner. They also maintain all buildings on Zoo site so that all will be clean and pleasant.

"A" BUILDING DAILY CLEANING

1. Pull trash:
in all offices, restrooms, lunchrooms, meeting rooms, the library, and the Lab.
2. Vacuum/Sweep:
All offices, restrooms, lunchrooms, meeting rooms, the library, and the Lab.
3. Clean/Glass Shine:
All fountains, fire extinguisher cases, foyer windows/frames, heater covers, hand rails, and door fronts.
4. Clean Restrooms:
Stock soap, paper towel, toilet paper
Scrub sinks
Disinfect toilets/or urinals with Brulin (Acid clean toilets and urinals on the third day of your work week. For toilets use Hydric, for urinals use Trio, for sinks use Trio diluted with 3 parts water.)
Glass shine walls, partitions, doors, refuse containers, mirrors, paper towel dispensers, and all fixtures
5. Mop Floors:
Mop all tiled floors, and the Lab floor.
6. Misc. Duties:
Travel, turn in towels, fill bottles, turn off lights, and lock doors.

"B" BUILDING DAILY CLEANING

1. Pull trash:
In all offices, restrooms, lunchroom, copy room, and meeting rooms.
2. Vacuum/Sweep:
All offices, restrooms, lunchrooms, meeting rooms, the library, and the Lab.
3. Clean/Glass Shine:
All fountains, fire extinguisher cases, foyer windows/frames, heater covers,

counter tops, office cubicles, table tops, and door fronts.

4. Clean Restrooms:

Stock soap, paper towel, toilet paper

Scrub sinks

Disinfect toilets/or urinals with Brulin (Acid clean toilets and urinals on the third day of your work week. For toilets use Hydric, for urinals use Trio, for sinks use Trio diluted with 3 parts water.)

Glass shine walls, partitions, doors, refuse containers, mirrors, paper towel dispensers, and all fixtures

5. Mop all tiled floors

6. Misc. Duties:

Travel, turn in towels, fill bottles, turn off lights, and lock doors.

THIRD FLOOR DAILY CLEANING

1. Pull Trash:

In all offices, restrooms, copy room, meeting rooms, and reception area.

2. Vacuum/Sweep:

All office areas, meeting rooms, reception area, and hallways.

Sweep stairwells (front and back).

3. Clean Restrooms:

Sweep floors

Stock soap, paper towel, toilet paper

Scrub sinks and counter tops

Disinfect toilets/or urinals with Brulin (Acid clean toilets and urinals on the third day of your work week. For toilets use Hydric, for urinals use Trio; for sinks use Trio diluted with 3 parts water.)

Glass shine walls, doors, refuse containers, mirrors, and paper towel dispensers.

4. Glass Shine/Clean:

Fountains, trash can covers, counter tops, heater covers, glass adjacent to fire doors, and door fronts.

SECOND FLOOR DAILY CLEANING

1. Pull Trash:

In all offices, restrooms, copy room, and reception area.

2. Vacuum / Sweep:

All office areas, elevator, reception area, and hallways.

3. Clean Restrooms:

Sweep floors

Stock soap, paper towel, toilet paper

Scrub sinks and counter tops

Disinfect toilets/or urinals with Brulin (Acid clean toilets and urinals on

the third day of your work week. For toilets use Hydric, for urinals use Trio; for sinks use Trio diluted with 3 parts water.)

Glass shine walls, doors, refuse containers, mirrors, and paper towel dispensers.

4. Mat, Floors:

Mop all tiled floor surfaces on second and third floor.

5. Glass Shine/Clean:

Fountains, trash can covers, counter tops, heater covers, glass adjacent to fire doors, and door fronts.

FILL ALL SPRAY BOTTLES AFTER CLEANING AREA, LOCK DOORS, TURN OFF LIGHTS & TURN IN TOWELS. REPEAT THIS PROCEDURE ON THIRD FLOOR.

EDUCATION DAILY CLEANING

1. Butler/Sweep:

All cracks in Education Wing. Sweep alcoves, smooth slabs and other high—light strips.

2. Vacuum:

Vacuum floor mats in front of Zoolab, floor mats in front of plan doors, and carpet in classrooms.

3. Power Scrub:

Admissions, Lower Level. Commons, Tropics Entry Ramp, Educ. Wing from Theater to Plan doors.

(Driver must load scrubber, empty and clean scrubber.)

4. Glass Shine/Clean:

All display cases, wishing wells, signage, and glass in room entries, trash can covers, drinking fountains, fire hose doors, and rails.

5. Clean Restrooms:

Sweep floors

Stock soap, paper towel, and toilet paper

Scrub sinks and counter tops

Disinfect toilets/or urinals with Brulin (Acid clean toilets and urinals on the third day of your workweek. For toilets use Hydric, for urinals use Trio, for sinks use Trio diluted with 3 Water.)

6. Glass shine walls, partitions, doors, refuse containers, mirrors, changing stations, hand dryers, diaper machines, and all fixtures

7. Mop floors

All smooth slabs in assigned cleaning area. All smooth slabs would be easiest to mop immediately after scrubbing.

FILL ALL SPRAY BOTTLES AT THE END OF YOUR SHIFT, LOCK DOORS
AND TURN OFF LIGHTS AND TURN IN TOWELS.

LANCER /FIRST AID DAILY CLEANING

1. Pull Trash:

All lower level trash containers, which includes Lancer Wing, Admissions, First Aid, Theater, Classrooms, and all restrooms on the Lower Level.

Trash dumpster must be placed in the hallway between the elevator and the back door leading to the tunnels by 1/2 hour after Zoo closes and remain there for fifteen minutes. Person assigned to this area must take cardboard cart from rear of Gift Store to collection area and return cart to this location after it is emptied.

2. Vacuum:

Pit, Theater, Gift Store Entry, Admissions Area, and Entry mats

3. Power Sweep:

Admissions, Lower Level Commons, Tropics Entry Ramp, and Education.
Clean sweeper hopper and filter:

4. Butler/Sweep Or Canister Vacuum:

All cracks and sweep smooth slabs in area encompassing the Main Tropics Ramp, Lower Level Commons from Lancers to slab at corner of Education Wing/Theater to front entrance. Sweep under mats in entry.

5. Clean Fountains/Fire Hose Covers:

Clean all fountains/fire hose covers located between restrooms and at area to the side of the First Aid office.

6. Glass Shine/Clean Misc.:

Glass shine/clean locker fronts, wood bench seats, rails, information counter, Guest Services counter/booths, telephone booths, trash can covers, ashtrays, door fronts, and windows at entries to Theater.

7. Clean Restrooms:

Sweep floors

Stock soap, paper towel, and toilet paper

Scrub sinks and counter tops

Disinfect toilets/or urinals with Brulin (Acid clean toilets and urinals on the third day of your workweek. For toilets use Hydric, for urinals use Trio, for sinks use Trio diluted with 3 parts water.)

Glass shine walls, partitions, doors, refuse containers, mirrors, changing stations, hand dryers, diaper machines, and all fixtures

Mop floors

8. Mop:

All Smooth slabs in assigned cleaning area. Tropics Ramp and Lancer Wing. All smooth slabs would be easiest to mop immediately after scrubbing.

FILL ALL SPRAY BOTTLES AT THE END OF YOUR SHIFT, LOCK DOORS, TURN OFF LIGHTS, AND TURN IN TOWELS.

FIRST AID DAILY CLEANING

1. Clean First Aid Office:

Empty trash, sweep floor, clean toilet and sink, glass shine mirror, and mop floor.

TROPICS DAILY CLEANING

1. Pull Trash:

Coral reef, Tropics, Ocean Viewing, MN Trail and Restrooms.

2. Power Sweep:

Ocean Viewing (Upper & Lower), Tropics (Trail, Nocturnal, Coral Reef, Aviary, upper hallway, and court yard), and MN Trail (Inner & Outer)

Clean sweeper hopper and filter: **Must be cleaned after every use.**

3. Butler/or Vacuum:

Minnesota Trail, Ocean Viewing, Tropics, Coral Reef

4. Power Scrub:

Ocean Viewing (Upper), Minnesota Trail (Inner) Tropics(Upper Hallway, and Court Yard)

(Driver must fill and empty scrubber).

5. Clean Fountains and Trashcan covers:

Ocean Viewing (upper & lower), Tropics, and Minnesota Trail.

6. Clean Restrooms:

Sweep floors

Stock soap, paper towel, toilet paper

Scrub sinks and counter tops

Disinfect toilets/or urinals with Brulin (Acid clean toilets and urinals on the third day of your work week. For toilets use Hydric, for urinals use Trio, for sinks use Trio diluted with 3 parts water.)

7. Glass shine

walls, partitions, doors, refuse containers, mirrors, changing stations, hand dryers, diaper machines, and all fixtures

8. Mop floors

9. Glass Shine:

Coral Reef windows, Ocean viewing windows and Aquariums, all displays, Info counters, drinking fountains, and fire hose storage covers.

10. Mop:

All smooth slabs in assigned cleaning area

FILL ALL SPRAY BOTTLES AT THE END OF YOUR SHIFT, TURN OFF LIGHTS, AND TURN IN TOWELS.

NORTHERN TREK OUT BUILDINGS
DAILY CLEANING

AMPHITHEATER

1. Pull trash in waste containers and sanitary napkin boxes
2. Sweep restroom floors and lobby floor
Stock soap, paper towel, toilet paper
Scrub sinks, fountains(inside and outside)
Disinfect toilets/or urinals with Brulin (Acid clean toilets and urinals on the third day of your work week. For toilets use Hydric, for urinals use Trio, for sinks use Trio diluted with 3 parts water.)
3. Glass shine walls, partitions, doors, refuse containers, mirrors, paper towel dispensers, counter tops, and all fixtures
4. Mop restrooms and lobby

FILL ALL SPRAY BOTTLES WHEN WORK IS COMPLETED, TURN OFF LIGHTS, AND SECURE DOORS

WOLF GAZEBO:

1. Sweep floor, and glass shine windows, graphics, monitor, and benches.

FILL ALL SPRAY BOTTLES WHEN WORK IS COMPLETED. TURN OFF LIGHTS, AND SECURE DOORS

REPLAY PARK RESTROOMS:

1. Pull trash in waste containers and sanitary napkin boxes
2. Sweep restroom floors
Stock soap, paper towel, toilet paper
Scrub sinks, fountains(inside and outside)
Disinfect toilets/or urinals with Brulin (Acid clean toilets and urinals on the third day of your work week. For toilets use Hydric, for urinals use

Trio, for sinks use Trio diluted with 3 parts water.)

3. Glass shine walls, partitions, doors, refuse containers, mirrors, paper towel dispensers, counter tops, and all fixtures
4. Mop restrooms

FILL ALL SPRAY BOTTLES WHEN WORK IS COMPLETED, TURN OFF LIGHTS, AND SECURE DOORS

WETLAND CENTER:

1. Pull trash in main room, the restroom, and the back office area
2. Vacuum or sweep main room, restroom floor, hallway, and back office floor Clean drinking fountain, and sink in restroom
3. Disinfect toilet with Brulin (Acid clean toilet on the third day of your work week. For toilets use Hydric, for sinks use Trio diluted with 3 parts water.)
4. Glass shine door glass, windows, trash can lids, and mirror in restroom

FILL ALL SPRAY BOTTLES WHEN WORK IS COMPLETED, TURN OFF LIGHTS, AND SECURE DOORS

RED PANDA EXHIBIT:

1. Glass shine display windows, graphics, and benches
2. Vacuum/or sweep exhibit room floor clean door mats.

FILL ALL SPRAY BOTTLES WHEN WORK IS COMPLETED, TURN OFF LIGHTS, AND SECURE DOORS

TIGER BARN RESTROOMS AND HALLS: (One day per week)

1. Pull trash in waste containers
2. Sweep restroom floors and hallway, clean door mats
3. Disinfect toilets and urinal with Brulin (Acid clean toilet on the third day of your work week. For toilets use Hydric, for urinals use Trio, for sinks use Trio diluted with 3 parts water.)
4. Clean sinks, walls, and partitions
5. Glass shine mirrors, hand dryers, doors, and glass
6. Mop restroom floors and hallway

FILL ALL SPRAY BOTTLES WHEN WORK IS COMPLETED, TURN OFF LIGHTS, AND SECURE DOORS

REST STOP:

1. Pull trash in waste containers

2. Sweep restroom floors
3. Disinfect toilets and urinal with Brulin (Acid clean toilet on the third day of your work week. For toilets use Hydric, for urinals use Trio, for sinks use Trio diluted with 3 parts water.)
4. Clean sinks, walls, counter tops, and partitions
5. Glass shine mirrors, hand dryers, and doors
6. Mop restroom

FILL ALL SPRAY BOTTLES WHEN WORK IS COMPLETED, TURN OFF LIGHTS, AND SECURE DOORS

MONORAIL STATION:

1. Pull trash in waste containers
2. Sweep restroom floors and main customer holding area
3. Disinfect toilets and urinal with Brulin (Acid clean toilet on the third day of your work week. For toilets use Hydric, for sinks use Trio diluted with 3 parts water.)
4. Clean sinks, drinking fountain, walls, counter tops, and partitions
5. Glass shine mirrors, hand dryers, glass, and doors
6. Mop restroom

FILL ALL SPRAY BOTTLES WHEN WORK IS COMPLETED, TURN OFF LIGHTS, AND SECURE DOORS

MONORAIL TRAIN

1. Clean/Glass Shine:
2. Clean all car seats and walls as needed.
3. Glass shine all windows both inside and outside.
4. Sweep/Vacuum:
Sweep and or vacuum all cars.
5. Extracting:
Extract any car floors deemed necessary because of extreme soiling and beverage spills.

DISCOVERY BAY 1

1. Pull restroom trash immediately for trash pick up.
2. Pre-sweep corners, edges, and behind activity areas in Club House.
3. Power sweep- Great Hall foyer and main floor, Club House, and After-Hour entry.
Clean out sweeper after use.
4. Sweep- First Bank and After-Hour entries, rear hallway and rear storage

area, and restroom floors.

5. Butler- Large debris in floor cracks and pick up any remaining dirt piles.
6. Clean Plexiglass- Use CRT cleaner on Shark Tank, Dolphin Tank, Estuary Tank, Tide Pool, Club House tank, and display glass within Club House.
7. Clean restrooms- Disinfect, rinse, and pull off excess water on toilets and urinals. Scrub and dry sinks. Counter tops, waste receptacle, and baby changing stations. Dust air vents and other horizontal surfaces not being cleaned by other methods.
8. Glass shine mirrors, stall partitions, doors, walls, and other smudged surfaces. Mop restroom floors.
9. Scrub- Great Hall foyer and main floor, and Club House floor. Clean scrubber after use.
10. Mop- Areas in Club House not done by machine, and smooth out lines left by scrubber.
11. Top off bottles, which are in your cleaning closet, that is less than 1/3rd. full. Glass Shine should be topped off daily.

Discovery Bay 2

1. Pull trash- Great Hall foyer, Great Hall, 2nd. & 3rd. level, and Monorail Station (Inside, and outside at top of ramp).
2. Sweep- 3rd. level deck, Bleacher steps and seating area, 2nd. level foyer, front staircase, (3rd. level to ground floor), and staircase on both sides of Dolphin tank.
3. Spray and Squeegee- Bleachers and stairs. Mopping is acceptable on days when attendance is low. Squeegee water left by hoses to nearest drain and mop 2nd. level foyer. Mop or squeegee staircases on both sides of Dolphin tank. Rotor or brush beach and squeegee into drains.
4. Clean Monorail Station- Do floors, doors (both sides), windows, and soiled walls and other surfaces. Clean restrooms (refer to D.B. 1 restroom cleaning for details that apply).
5. Citri-Sheen- Elevator (all 3 levels), handrails, drinking fountains (both levels).
6. Glass Shine- Door glass on 2nd. and 3rd. level (inside and outside), plus phone stations (2nd. level and in Great Hall), trash containers on all three levels, hand dryers and faucets in Great Hall, all graphics, First Bank plaza entry door glass and After-hour door glass.
7. Top off bottles, which are in your cleaning closets, that are less than 1/3rd. full. Glass Shine should be topped off daily.

Explanation of Backwash Recovery:

All of the water exhibits are closed systems. Filters in freshwater exhibits (Beaver, Otter and Lake) are backwashed directly to sewer using pool water. Filters in smaller saltwater exhibits (Tide and Estuary) are backwashed using city water to sewer. Dolphin and Shark saltwater exhibits backwash with pool water into recovery basins. Secondary filtration for the effluent is utilized to recover the saltwater. Backwash recovery filters are backwashed using city water to sewer. The Coral Reef utilizes a "drain down" recovery sequence before backwashing with city water. A second drain down sequence to sewer removes the freshwater from the filter vessel. The vessel is filled with pool water prior to being returned to service.