



City of Albuquerque
Department of Arts and Culture

**ABQ BioPark Advisory Group
MEETING MINUTES**

**Tuesday, March 2, 2021 4:00- 5:00 pm
Via Zoom Video Conference**

Members Present

Christine Glidden
Jeremiah Gwin
Adam Silverman
Kristina Chong
Christine Wilson

Staff Present

Stephanie Stowell, BioPark Administrator
Jourdan Vallejos, Facility Office Manager

Guests Present

Allyson Zahm, Guest Services Manager
Sandy Barnett
Judith Phillips

- I. **Call to Order** – Stephanie Stowell began recording and Adam Silverman called the meeting to order shortly after 4:00 PM. Meeting agenda shared on screen so board could review.
- II. **Approval of Agenda** – motion to approve from Kristina Chong. Christine Glidden seconded.
- III. **Approval of the Minutes** – Minutes from January 5th meeting were shared on screen to be reviewed. Jeremy Gwin motion to approve Kristina Chong seconded.
- IV. **Public Comments** – no public comments.

V. Introductions and Reports – Stephanie introduced Jourdan and Allyson. Jourdan joins the BioPark from Parks and Recreation. Allyson has a great story of how she got to the BioPark! She originally worked for the BPS. She oversees education, marketing, and interpretation. Cohesive united path is the goal!

VI. Announcements/Ongoing Project Updates

Stephanie – last year we talked about the update to the city code – new formation of the BioPark Advisory Board. Shall consist of twelve appointed members and one assigned member. One to be appointed from each city district, three members appointed by the mayor, one assigned member the New Mexico BioPark Society (NMBPS). NMBPS is looking for someone to appoint to serve and will join us on May 5th. Helen from the Mayor’s office (constituent services, boards and commissions) has had a few applicants for the board vacancies. Waiting to hear from City Council members on who they recommend. Mayor will select from recommended by City Council. In process for district level appointees, don’t have timeline yet. Will keep you posted via email.

Adam – Received an email last week from city regarding training for Open Meetings Act for boards and commissions. It is recommended you do it if you have not. March 10th or 24th @ 2 pm. Email for any questions.

Stephanie – Master Plan process, leadership group and strategic planning process. Both plans are very important. These conversations will be foundational in the advisory board’s engagement. Hiring update! (screen share of org chart). New structure in place regarding executive leadership. The past year has had a lot to navigate in regards to daily operation while thinking of the future. Matthew Peterson (Botanic Garden & Heritage Farm Manager) position filled, Allyson (Guest Services Manager) position filled, Kathy Lang (Aquatic Operations Manager) position filled, all three facility managers in place. They have such unique contributions. Associate director is what is left! Currently through first round a few weeks ago. Now in second phase. Three final candidates are great. More than 10,000 AZA professionals lost their jobs this year due to COVID. We’re lucky to get to still hire during this time. Confident we will have our associate during next meeting.

Stephanie – Strategic planning (shared screen) didn’t get a chance to talk about it last meeting. Want to engage the board with this plan. Working with Zoo Advisors with Master Plan. Personally worked with them in the past, David Walsh specifically. Committed to staff voice and volunteers and community members. Process is in four phases. We are in phase 1. Meetings with advisory members to come for their insights. Phase 2 big picture / dreaming. Phase 3 reality check – where the work gets done. Phase 4 action – creating plans on an actual document. Want to include this group in a

meaningful way to engage in this process. Now through at least July. Ideas and thoughts welcome! How can we allocate time in these meetings to this topic?

Adam – I agree! Maybe add an agenda item. To discuss Master Plan and bounce around ideas.

Jeremy – Can you put into context the Master Plan? Is this broader? Do the two plans correlate? Encompasses all BioPark?

Stephanie – Entire BioPark, yes. The differences with the plans (master – capital development) strategic plan (programmatic development) they should come together cohesively. More detail to help with projects in the future. Should go hand in hand. Strategic should help us refine our GRT plans. With programmatic filter. You will be hearing from us for one and one meetings.

Master Plan leadership information. In 2017 the BPS utilized David Walsh! (Shared screen- Master Plan Update Process revised August 2017) Modifications to Master Plan through council ordinance from 2016. Says that the department (Arts and Culture), management and NMBPS can make changes as needed. The goal is to develop a process for updating the Master Plan from 2014. In 2017 the team met to discuss stakeholder groups and their involvement. This includes internal, leadership group, elected and administrative, external. They discussed their involvement, frequency of communication and criteria for decision making. Stakeholder groups visually shown – Advisory Board example of the Elected & Administration Officials group. BioPark Master Plan Leadership Group (BPMPLG) meet regularly. Internal stakeholders and External Stakeholders also included. Stakeholder roles and timing provided visually. Highlight portion under elected officials show Advisory Boards involvement (updated annually). Maybe we table questions for the next meeting about annual updates and major projects. Would like to talk in the future about how to use this group and how to bring information regarding Master Plan.

Did you get last annual update? It is published on the website but Stephanie will send one. April 2020 was last submittal– need to do another one soon. The leadership group is meeting next week about new annual update. New signs and messaging to help communication understand surrounding GRT in the works.

Leadership meets quarterly right now. Outline of how projects are approved provided visually (these are changes of process). Marisa Ortiz is the project coordinator and GRT representative. Council bill for GRT says that we are to have 4 positions. (We have Marisa Ortiz, Kim Kinter and a finance person) we have one that has not been filled in the realm of project management. We'll have the management support for the current team. Wednesday of next week (3/10) we will discuss annual report. Will discuss how to engage advisory group is meaningful to the process. Very important to Stephanie! Communication and broader engagement is important.

Discussed annual Master Plan update report and what needs to be included (project descriptions, project scope, timelines, visual update map, tracking and status, budget update). All will be included in new report to come out this year.

Public report information provided and how updates are shared with the general public.

Decision making criteria – animal welfare and safety are number 1. AZA guidelines and USDA and ADA are important guides for this criteria. They change for the better every year – which is important in our Master Plan updates as well. Strategic Planning might also help with decision making. Impact of facilities and finances are also criteria for decision making.

Fast overview! We will go over this in more detail in the future. Want to keep having these conversations about engagement from the advisory board.

This document is public and Stephanie will point the board to its location.

Adam – time check!

Stephanie wants to add standing agenda item regarding Master Plan Leadership Group and Strategic Planning processes.

Adam – if anyone has any questions in the meantime they can send them to Adam or Stephanie.

VII. **New Business:**

Adam – Christine Glidden has asked Adam (vice chair) to step in as chair.

Jeremy – Thinks that in the last meeting in January they were supposed to elect a new chair. Jeremy Gwin moves to nominate Adam Silverman as chair, Christine Glidden seconds.

Formal vote – Christine G, all in favor. All in favor! Approved!

Thank you for your leadership Christine G!

Christine G – Thank you for stepping in and helping. Do we need to fill other positions on the executive committee?

Jeremy – From what he read not necessarily. Only really need a vice chair – required.

Christine G – I think we should have a designated back up.

Adam – Agreed. Nominates Jeremy as vice chair. Christine W. seconds. All in favor. Approved!

Adam – Read about animals who passed. Are there any updates on physical specimens?

Stephanie – Yes, one of two female zebra passed away. It was sudden and unexpected. She was eating around 1:30 or 2 PM, zoo keeper found her around 4:30 PM. We were closed – guests were not there. Still don't know why or how. Dr. Bradford is doing necropsy on site. Nothing noteworthy on quite yet. Some thickening of the heart and one tooth broken off. Maybe she fell. Waiting on additional test results. We have some large shipments in the future– tiger leaving and another coming in. Silverback Gorilla is going to Dallas. New chimps coming in to be a part of the BioPark. Lots of birds will be transported. Lots of diversity and breeding. Ensuring greatest genetic diversity – why we move around. We have a new gray fox to be a part of our education department. It was hand raised and is 9 months old. He will be an animal ambassador.

Adam - Was hoping by next meeting maybe we can have an outdoor meeting at your facility?

Steph - We've got the infrastructure to make that happen if folks are comfortable.

Chong - Is there any news on when the aquarium will be reopening?

Steph – We were successful in getting it redefined. Is now considered a recreation facility. Public health order now says recreation facilities may be open at 33% but may not have indoor facilities open. We're not entirely sure how to proceed. Waiting for further guidance and still trying to figure out the logistics. Waiting to be in green to be able to open.

VIII. **Next Regular Meeting** – September 7th , 2021 - 4:00 – 5:00 pm

IX. **Adjourn** – Adam Silverman motioned to adjourn and Christine Glidden seconded. Meet was adjourned at 5:02 PM.

Approved: 

Adam Silverman Chair

September 7th, 2021

Date