

# **Minutes for 1000 Islands Environmental Center Committee Meeting on Thursday, November 17, 2022**

**Members Present:** Breitzman, Carlson, Eggleston, Gertz (left at 7:10 PM), Jakel, Pautz, Van Berkel and White

**Not Present:** Hietpas and Manion

**Also Present:** Debra Nowak and Maureen Feldt

Chair, Pautz called the November Committee Meeting to order at 6:31 PM. A quorum is present.

## **October 20, 2022 Committee Meeting Minutes**

Van Berkel noted two amendments to be made. Van Berkel then made a motion to waive the reading of the minutes and approve the amended October 20, 2022 Committee Meeting minutes. Seconded by Eggleston. Motion carried.

**Public Appearances:** None

## **October Financial Report**

Gertz made a motion to approve October's Financial Report. Seconded by Jakel. Motion carried.

## **Correspondence**

We received a \$25 gift card from Fleet Farm to put towards the purchase of snowshoes. Marvin Braun donated birdhouses. We received monetary donations from D. Peterson, Kaukauna Sportsmen's Club, Verhagen family and an anonymous donor.

## **Friends of 1000 Islands Report**

Nothing new to report from last month. The Art Fair is on Sunday, May 21<sup>st</sup>.

## **Naturalist's Report**

Nowak continues to work with the Director of Finance to finalize the 2023 budget and to adjust for and issue with our restricted fund that the auditors recommended which were discovered to be incorrect.

Gertz made a motion to accept October's Naturalist Report and place it on file. Seconded by Breitzman. Motion carried.

## **Admin and Finance Sub-Committee**

Van Berkel made a motion to accept and put on file the August 4, 2022 Administrative and Finance Sub-Committee meeting minutes. Seconded by Carlson. Motion carried.

## **Education Sub-Committee**

Gertz made a motion to accept and put on file the August 5, 2022 Education Sub-Committee meeting minutes. Seconded by White. Motion carried.

The Education Sub-Committee met in early November and reviewed Focus on the Fox. The goats will be back at 1000 Islands in June 2023.

### **Buildings and Grounds Sub-Committee**

Discussion on new flooring options and associated costs for the Nature Center building. The Building and Grounds Sub-Committee reviewed three cost estimates from area flooring companies and recommended H. J. Martin for the project. The Sub-Committee reviewed the material and labor costs for completing the Conservation Room, North American Room and the live animal area/entry way, but the Sub-Committee requested Nowak to obtain an additional cost estimate to complete the two office areas with new flooring as well. Nowak shared the updated costs with the Committee and reviewed the pros and cons of including the two office areas as part of the flooring project.

Carlson made a motion to approve the purchase of new LVP flooring for the Conservation Room, North American Room, live animal/gift shop area along with the two offices for \$17,241.00 from H.J. Martin and Sons and to present this cost estimate to the Board of Public Works for approval. Seconded by Jakel. Motion carried.

Eggleston made a motion to approve the labor cost to install new LVP flooring for the Conservation Room, North American Room, live animal/gift shop area along with the two offices for \$12,271.00 from H.J. Martin and Sons and to present this cost estimate to the Board of Public Works for approval. Seconded by White. Motion carried.

### **Old Business**

Nothing to report.

### **New Business**

New Sub-Committee appointments for 2023 are as follows: Admin and Finance Sub-Committee Members: Van Berkel, Pautz, Eggleston, Gertz, and Manion; Building and Grounds Sub-Committee Members: Hietpas, Breitzman, Manion, Carlson and Pautz; Education Sub-Committee Members: Pautz, Carlson, Jakel Breitzman and White.

Jakel made a motion to adjourn to closed session at 7:27 PM pursuant to State Statute 19.85(1) (c) to consider employment, promotion, compensation or performance evaluation of any public employee. Seconded by Carlson. Motion carried.

Breitzman made a motion to conclude the closed session at 8:06 PM and return to open session. Seconded by Jakel. Motion carried.

### **Good for the Center**

Carlson mention that the City's Christmas Parade is on December 6<sup>th</sup>. We will be participating and will decorate the truck the morning of the 6<sup>th</sup>. Nowak let everyone know of our Christmas Open House on December 7<sup>th</sup> from 3:00 – 5:00 PM. Invitations went out to our 2022 volunteers.

### **Next Committee Meeting**

Next Committee Meeting will be on Thursday, January 19, 2023 at 6:30 PM.

### **Adjournment**

There being no further business, Jakel moved to adjourn the meeting at 8:07 PM. Seconded by Breitzman. Motion carried.

Maureen Feldt,  
Acting Secretary