

1000 ISLANDS ENVIRONMENTAL CENTER

ADMINISTRATIVE/FINANCE SUB-COMMITTEE

City of Kaukauna
Nature Center Building
1000 Beaulieu Court, Kaukauna



Thursday, October 20, 2022 at 5:30 PM

MINUTES

1. Call to Order

Members Present: Van Berkel, Hietpas, Manion

Also Present: Nowak

Called to order at 5:35 pm by Van Berkel

2. Reading and Approval Minutes

- a. 1000 Islands Administrative/Finance Sub-Committee Minutes of August 4, 2022
Manion made a motion to waive the reading and approve the minutes from the August 4, 2022 Administrative/Finance Sub-Committee meeting. Seconded by Hietpas. Motion carried.

3. Old Business

Van Berkel mentioned that he and Manion attended a training session with HR Director Swaney regarding the new City performance review process. Van Berkel is looking to the full committee to share their input on the performance review of Nowak as the Director/Naturalist. After the full committee review, Van Berkel and Manion will then have a smaller group meeting with the Nowak to go over the performance review. Nowak will provide the review forms at the October Committee meeting.

4. New Business

- a. Discuss merging the 1000 Islands Revenues and Expenditures into the City General Fund
Van Berkel shared some of his concerns with moving the 1000 Islands operating budget from the 201 fund to the City's general fund. He reached out to Finance Director Van Rossum regarding these concerns and shared the response with the group.
Van Berkel feels that the outside appropriations should remain in the 201 fund as these funds are given specifically for support of 1000 Islands and should not be at risk of being absorbed by the general fund or used for any other purpose. The rest of the sub-committee members agreed. Nowak will follow-up with Van Rossum regarding these concerns.

5. Other Sub-Committee Items

6. Adjournment

With no further business to discuss, Manion made a motion to adjourn. Seconded by Hietpas. Meeting adjourned at 6:07 PM.

NOTICES

THIS MEETING IS ACCESSIBLE TO THE HANDICAPPED. IF REQUESTED THREE (3) DAYS PRIOR TO THE MEETING, A SIGN LANGUAGE INTERPRETER WILL BE MADE AVAILABLE AT NO CHARGE.

1000 Islands Environmental Center Mission Statement: To provide children, adults and families the knowledge and skills needed to build a sustainable balance among the environment, economy and community through education, conservation and recreation.