

Minutes for 1000 Islands Environmental Center Committee Meeting on Thursday, January 19, 2023

Members Present: Breitzman, Carlson, Eggleston, Gertz, Manion, Van Berkel and White

Not Present: Hietpas, Jakel and Pautz

Also Present: Debra Nowak, Maureen Feldt and Justin Krueger

Vice-Chair, Carlson called the January Committee Meeting to order at 6:32 PM. A quorum is present.

November 17, 2022 Committee Meeting Minutes

Van Berkel made a motion to waive the reading of the minutes and approve the November 17, 2022 Committee Meeting minutes. Seconded by Manion. Motion carried.

Public Appearances: Justin Krueger introduced himself and is running for Outagamie County Executive. Justin mentioned how he enjoys visiting 1000 Islands with his children.

November and December Financial Reports

Manion made a motion to approve both November and December Financial Reports. Seconded by Gertz. Motion carried.

Correspondence

We received a \$350 gift card from Scheels for new snowshoes. Joseph Eiting gave an endowment donation in memory of his wife, Leone and in honor of himself. We received a \$100 Giving Tuesday donation from Patti Janz. Over \$500 in donations were received in memory of Michaeline Steffens. We received two boxes of Wish List items from Miken Frost. The Friends won \$2,500 from the Scheels Giving Campaign. A donation to purchase a tree was received in memory of Carol Derks. Quinney Elementary raised over \$800 in a Penny War and was donated to the Nature Center for new snowshoes.

Friends of 1000 Islands Report

The Annual Meeting was on Sunday, January 8th with a very low turnout. Brian Jacobs gave an excellent presentation on honey bees and the bee hives he has at 1000 Islands. The Friends will host a Food Stand at Eagle Days and the Art Fair is May 21st. Vendor applications are starting to come in.

Naturalist's Report

Admin/Finance – The correct amount received from Quinney Elementary School's Penny War is \$802.37 and not \$300. A thank you will be sent to Quinney School for this donation. Gertz made a motion to accept the November and December Naturalist Reports and place them on file. Seconded by White. Motion carried.

Fourth Quarter 2022 Usage Report – Van Berkel made a motion to accept the Fourth Quarter Usage Report and put it on file. Seconded by Breitzman. Motion carried.

2022 Year in Review – Eggleston made a motion to accept and put on file the 2022 Year in Review report and put it on file. Seconded by Manion. Motion carried.

Admin and Finance Sub-Committee

Manion made a motion to accept and put on file the October 20, 2022 Administrative and Finance Sub-Committee meeting minutes. Seconded by Eggleston. Motion carried.

Policy 2.0012 – Gertz made the motion to approve revised Policy 2.0012 for the Admin. Assistant position description and new work schedule. Seconded by White. Motion carried. The approved description and work schedule will be sent to the City's HR Director for Council approval if necessary.

Policy 2.029 – Gertz made the motion to approve revised Policy 2.029 to eliminate renting the Nature Center building for parties. Seconded by Breitzman. Motion carried.

Policy 2.0031 – The Committee discussed wording changes to include:

- A. For the first option for full-time staff, instead of "Report to work as...", it will read "Report to 1000 Islands as..."
- B. First sentence of third paragraph changed from . . . "part-time staff will also have the ability ..." to "part-time staff will be permitted, with Director/Naturalist approval, ..."
- C. Last paragraph changed from "Any other weather..." to "Any additional weather..."

Breitzman made the motion to approve the Inclement Weather Policy with the additional changes per the Committee's input. Seconded by Manion. Motion carried.

Education Sub-Committee

Van Berkel made a motion to accept and put on file the November 1, 2022 Education Sub-Committee meeting minutes. Seconded by Breitzman. Motion carried.

Snowshoe Replacement – The Committee reviewed the snowshoe replacement plan that Nowak created. Gertz made a motion to spend up to \$6,000.00 to purchase new Tubbs snowshoes from Tubbs Corporate. Seconded by White. Motion carried.

Buildings and Grounds Sub-Committee

The flooring project within the Nature Center building is continuing on schedule.

Old Business

Amazon has announced that their Amazon Smile non-profit program will be discontinued in February.

New Business

Nothing to report.

Good for the Center

We received a note from a donor that stated *"You have an organization that is outstanding and one that I hope you are all proud of."*

Next Committee Meeting

Next Committee Meeting will be on Thursday, February 16, 2023 at 6:30 PM.

Adjournment

There being no further business, Breitzman moved to adjourn the meeting at 7:25 PM. Seconded by Manion. Motion carried.

Maureen Feldt,
Acting Secretary