

Minutes for 1000 Islands Environmental Center Committee Meeting on Thursday, January 18, 2024

Members Present Breitzman, Eggleston (arrived at 7:00 PM), Jakel, Manion, Pautz, and Van Berkel, West, and White

Not Present Hietpas and Hintz

Also Present Terri Vosters and Maureen Feldt

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

November 16, 2023, Committee Meeting Minutes

Manion made a motion to add the omitted person's name who seconded the October Financial Report and approve the November 16, 2023, Committee Meeting minutes. Seconded by Jakel. Motion carried.

Public Appearances None

November Financial Report

White made a motion to approve the November Financial Report. Seconded by Van Berkel. Motion carried.

December Financial Report

Discussion on a new account line item of "Overtime Pay" that we are now seeing with staff needing to come in during Holidays to feed and medicate animals. Van Berkel made a motion to approve the December Financial Report. Seconded by Manion. Motion carried.

Correspondence

Monetary donations were received from 313 Dodge, Don and Kitty Verhagen, Jean Jacky, Kaukauna Sportsmen's Club, Wild Ones of the Fox Valley, Kathleen Rumsey. Miken Frost donated items listed on our Wish List again.

Friends of 1000 Islands Report

The Friends did not meet in December of 2023 or in 2024 yet. The Annual Meeting was canceled due to the weather. The Friends group will have a food stand for Eagle Days on the 27th.

Naturalist's Report

Deb Nowak will continue as the coordinator for the Outagamie County Bald Eagle Nest Watch. The algae problem in the three fish tanks is being worked on and a broken glass panel will be replaced. The lights are on a timer and have not been working properly. Brad adjusted the timers, and the lights are now on only eight hours each day, seven days a week. The limited lighting should help with the algae issue as well.

White made a motion to receive and place on file the November/December Naturalist's Report and place it on file. Seconded by Breitzman. Motion carried.

Year End Review

Jakel made a motion to receive and place on file the Year End Review Report and place it on file. Seconded by Manion. Motion carried.

4th Quarter Usage Report

Discussion on adding a column titled "Outagamie County" to provide the County Board an estimate of how many Outagamie County visitors we have from field trips and building use groups, i.e., Fox Valley Bass Club, etc. to address this question at the last budget meeting. Eggleston made a motion to receive and place on file the 4th Quarter Usage Report. Seconded by Van Berkel. Motion carried.

2023 CD & Golden Passport Account Summary

West made a motion to receive and place on file the 2023 CD & Golden Passport Account Summary. Seconded by Breitzman. Motion carried.

Admin and Finance Sub-Committee

Eggleston made a motion to receive and place on file the October 11, 2023, Admin and Finance Sub-Committee Meeting minutes. Seconded by Jakel. Motion carried.

Education Sub-Committee

Manion made a motion to receive and place on file the July 6, 2023, Education Sub-Committee Meeting minutes. Seconded by Jakel. Motion carried.

The October 4, 2023, Education Sub-Committee Meeting was canceled, thus no approval needed.

Buildings and Grounds Sub-Committee

White made a motion to receive and place on file the August 21, 2023, Building and Grounds Meeting minutes. Seconded by Breitzman. Motion carried.

Old Business

Eagle Days: Still looking for a few volunteers to help at the viewing locations. Key Club members will help with the craft and coloring contests.

Washer and Dryer Install: Petersen Plumbing and Enterprise Electric are coming at the end of January to complete work for the unit to be installed in the Specimen/Storage room.

Naturalist and Administrative Assistant Replacement: Six candidates were initially interviewed for the Naturalist position. Three were called back for a second interview and an offer has been made. He accepted the offer and will start February 19th. Over 50 applications have been received for the Administrative Assistant position and five candidates will be interviewed on Tuesday, January 23.

Community Foundation Endowment: Feldt withdrew the pre-determined amount from the Golden Passbook account and dropped the check off at the Community Foundation. The City representatives signed the Foundation's Agreement and it was sent back to the Foundation for their signature. The Endowment Fund has now been started with this initial deposit.

Seedling Sale: Discussion regarding the spring Seedling Sale realizing that it does take a lot of time to process the orders and to get them ready for pick up and having new staff being

responsible for the work. Additional discussion regarding the success rate of the seedlings along with planting of the seedlings outside of KU's territory. Eggleston made a motion to not proceed with a spring Seedling Sale this year and allow the new Naturalist to evaluate other options for a fundraiser or assistance from Kaukauna Utilities this year. Seconded by White. Motion carried.

New Business

Welcome Terri Vosters as our new Director for 1000 Islands. The Naturalist will report to Terri and not to the Mayor as in the past.

Good for the Center

Discussion on opening and closing our outside shutters. This week they have been closed due to the cold weather and locks being frozen. Safety issues of staff opening and closing them after dark.

New snowshoes are ready to be rented. Feldt worked on a rental form and it is with the City Attorney to review the liability clause.

Next Committee Meeting

The next Committee Meeting will be on Thursday, February 15, 2024, at 6:30 PM in the Nature Center building.

Adjournment

There being no further business, Jakel moved to adjourn the January 18, 2024, Committee Meeting at 8:18 PM. Seconded by Breitzman. Motion carried.

Maureen Feldt,
Acting Secretary