

# **Minutes for 1000 Islands Environmental Center Committee Meeting on Thursday, October 20, 2022**

**Members Present:** Breitzman, Carlson, Hietpas, Manion, Van Berkel and White

**Not Present:** Eggleston, Gertz, Jakel, and Pautz

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

Chair, Manion called the October Committee Meeting to order at 6:33 PM. A quorum is present.

## **September 15, 2022 Committee Meeting Minutes**

Van Berkel made a motion to waive the reading of the minutes and approve the September 15, 2022 Committee Meeting minutes. Seconded by Hietpas. Motion carried.

**Public Appearances:** None

## **September Financial Report**

Breitzman made a motion to approve September's Financial Report. Seconded by Hietpas. Motion carried.

## **Correspondence**

We received a Monarch Butterfly Display from Kala Peterson, Carol Van Boxtel donated 20 of her *Early Native American Settlers in the Kaukauna Area* books, Bob Dercks donated two Oriole Feeders and Bob Lauer donated three bags of birdseed. The Fox Valley Bass Club donated \$600 from their Steve Huston Memorial Fishing Tournament and Eagle Graphics donated \$129.77 from our on-line goat shirt/sweatshirt sale.

## **Friends of 1000 Islands Report**

The Friends group met on Monday, Oct. 17<sup>th</sup> and Molly Miller will head-up the administrative tasks for the Art Fair. The Friends group now has an Amazon Smile account and recently received \$69.89 in donations. It was good that the Friends had a Food Stand at the Focus on the Fox event, but it did not bring in much money. We have meat left over which will be used for Eagle Days.

## **Naturalist's Report**

We will hold Eagle Days on Saturday, January 28, 2023. Third quarter was very busy with many people going through the building on utilizing the trails.

Van Berkel made a motion to accept September's Naturalist Report and place it on file. Seconded by Carlson. Motion carried.

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

Everyone reviewed the 2023 draft budget. Nowak explained which accounts would be converting from 201 to 101 starting in 2023. Van Berkel questioned the Outagamie County and School District 201 accounts and that these two accounts should not be converted over to a 101 account. Nowak will discuss this with the City's Director of Finance to confirm.

Director's Performance Review – Van Berkel and Manion met with Shanon in HR to go over the new Performance Review form for all City Directors. They shared this information with the Committee members and informed them how to fill out the new Performance Review for Nowak. When

completed, please to send the Performance Review form to Van Berkel to summarize before the next meeting.

### **Education Sub-Committee**

Pautz recapped the fall goat browsing and the KHS Environmental Topics class involvement with evaluating the vegetation in the browsing areas.

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

Carlson made a motion to accept and place on file the June 1, 2022 Building and Grounds Sub-Committee meeting minutes. Seconded by Van Berkel. Motion carried.

### **Old Business**

Electric City Christmas Parade (Theme: Christmas Movies) – We will participate in the parade again this year and our Christmas movie is Rudolph the Red-Nosed Reindeer.

### **New Business**

Nomination of officers: Brietzman nominated Kym Carlson to be the 1000 Islands Committee Vice-Chair for 2022-2023. Seconded by Van Berkel. Motion carried.

A motion was made by White to dispense the December 2022 Committee Meeting. Seconded by Hietpas. Motion carried.

### **Good for the Center**

Nothing to report

### **Next Committee Meeting**

Next Committee Meeting will be on Thursday, November 17, 2022 at 6:30 PM.

### **Adjournment**

There being no further business, White moved to adjourn the meeting at 7:28 PM. Seconded by Carlson. Motion carried.

Maureen Feldt,  
Acting Secretary