

1000 ISLANDS ENVIRONMENTAL CENTER

ADMINISTRATIVE/FINANCE SUB-COMMITTEE

City of Kaukauna
Nature Center Building
1000 Beaulieu Court, Kaukauna



Wednesday, June 14, 2023 at 5:00 PM

MINUTES

In-Person

1. Call to Order

Van Berkel called the meeting to order at 5:04 PM

Members Present: Eggleston, Gertz, Manion, Pautz, Van Berkel

Also Present: Nowak

2. Reading and Approval Minutes

a. 1000 Islands Administrative/Finance Sub-Committee Minutes of April 18, 2023

Gertz made a motion to waive the reading and approve the minutes from the April 18, 2023 meeting. Seconded by Pautz. Motion carried.

3. Old Business

a. Discuss the Creation of a 1000 Islands Foundation

Nowak provided feedback from both the City Attorney and Finance Director regarding the logistics and support for creating a 1000 Islands Foundation and transferring the endowment funds. There was some concern regarding the change of policy from utilizing interest only as our policy currently states to receiving a set percentage of assets on an annual basis as is the case with an agency fund held within the Community Foundation for the Fox Valley Region. Nowak will follow up with the City Attorney for clarification on this. Van Berkel inquired what additional costs might be associated with the Foundation and an agency fund. There is concern that there will be additional costs required to assist with the annual reporting. Nowak will providing a better summary of the annual requirements and what the costs would be to outsource this task.

There is continued interest to move forward with this process as the sub-committee feels it would be a smart choice to enhance the annual operating budget. The next step would be to bring it before the 1000 Islands Committee to seek support. The Administrative/Finance Sub-Committee will plan on meeting again on July 6 to prepare a presentation for the full Committee at the July 20, 2023 meeting.

4. New Business

5. Other Sub-Committee Items

6. Adjournment

With no further business to discuss, Manion made a motion to adjourn. Seconded by Pautz.
Meeting adjourned at 6:06 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.

DRAFT