

Minutes for 1000 Islands Environmental Center Committee Meeting on Thursday, August 17, 2023

Members Present: Brietzman, Carlson, Eggleston, Gertz, Jakel, Manion, Pautz, and Van Berkel and White

Not Present: Hietpas

Also Present: Debra Nowak and Maureen Feldt

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

July 20, 2023 Committee Meeting Minutes

Manion made a motion to waive the reading of the minutes and approve the July 20 2023, Committee Meeting minutes. Seconded by Gertz. Motion carried.

Public Appearances: None

July Financial Report

Gertz made a motion to approve the July Financial Report. Seconded by Carlson. Motion carried.

Correspondence

Two company groups (Ahlstrom and PepsiCo/Frito-Lay) volunteered at 1000 Islands. We received Outagamie County's second installment, and we received several memorial donations in memory of Nancy Green.

Friends of 1000 Islands Report

The monthly meeting is rescheduled for Monday, August 28 due to the Fairy Walk. They are looking for a Treasurer for their Board.

Naturalist's Report

An estimate from Milbach Construction was received for the boardwalk replacement work. We will continue to look for Grants to help cover this expense.

Focus on the Fox: Planning continues for this event, and we are hoping Kobussen Buses will donate a shuttle bus and driver to transport people to Lock 3 and back. Guide Studio is finalizing the design of the "Focus on the Fox" logo as well.

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

Admin and Finance Sub-Committee

Van Berkel made a motion to accept and place on file the Admin and Finance Sub-Committee Meeting Minutes of July 6, 2023. Seconded by Gertz. Motion carried.

Endowment Fund: Continued discussion regarding the Endowment Fund and ways to improve the return. Van Berkel noted that we do need the City Council's approval to create a 1000 Islands Endowment through the Community Foundation and for the Fund

to solely benefit 1000 Islands Environmental Center. Van Berkel made a motion to pursue the creation of a designated fund within the Community Foundation for the Fox Valley Region with the support of the City of Kaukauna Common Council. Seconded by Carlson. Motion carried.

Interest Income Account: Currently the Interest Income account is part of the General Fund of 101, but should really be a 201 Restricted Account. Nowak to review the current policy and will work with the City's Finance Department to change this.

Non-Personnel 2024 Budget: Nowak has been working on the 2024 non-Personnel budget and shared it with the Admin and Finance Sub-Committee earlier today. Discussion and clarifications on several accounts were covered. Van Berkel made a motion to approve the proposed 2024 non-Personnel budget as discussed. Seconded by Manion. Motion carried.

2024 Capital Improvement Plan (CIP): Several items have been requested for the 2024 CIP budget including a new truck, siding for the building and boardwalk replacement. Other more expensive items that need to be addressed are trail and building signage, bathroom remodeling—especially the sinks and counters, and updating the main entry way to make it easier for wheelchairs and strollers to get in and out of the building. Program and event registration software start-up cost of \$4,600 is also needed.

Personnel for 2024: Nowak is requesting an additional full-time Naturalist be added to the 1000 Islands staff. She is also working with AmeriCorps for a potential full-time person to work October 2024 – August 2025 through their organization. Our cost would be \$20,000 for this person. Nowak will work with the City's Finance Dept. to get this in the 2024 budget as well.

Education Sub-Committee

Nothing to report.

Buildings and Grounds Sub-Committee

Nothing to report.

Old Business

Nothing to report.

New Business

We will have a property tour prior to next month's Committee meeting on Thursday, September 21. We will tour Island 3 and it will start at 5:00 PM.

Good for the Center

"A Very Jabber Thank You" event went well and the ice cream from Culvers was a hit. Many thanks to all who helped with this event. We raised an additional \$162 for Jabber's medical expenses.

Four people came and volunteered on the August 12th Service Saturday. All help is greatly appreciated.

Next Committee Meeting

The next Committee Meeting will be on Thursday, September 21, 2023, at 6:30 PM in the Nature Center building.

Adjournment

There being no further business, Breitzman moved to adjourn the August 17th Committee Meeting at 7:34 PM. Seconded by Carlson. Motion carried.

Maureen Feldt,
Acting Secretary

DRAFT