

1000 ISLANDS ENVIRONMENTAL CENTER

ADMINISTRATIVE/FINANCE SUB-COMMITTEE

City of Kaukauna
Nature Center Building
1000 Beaulieu Court, Kaukauna



Tuesday, April 18, 2023 at 5:00 PM

MINUTES

In-Person

1. Call to Order

Members Present: Van Berkel, Eggleston, Gertz, Pautz

Also Present: Carlson, Nowak

Van Berkel called meeting to order at 5:01 PM

2. Reading and Approval Minutes

- a. 1000 Islands Administrative/Finance Sub-Committee Minutes of January 4, 2023

Gertz made a motion to waive the reading and approve the minutes from the January 4, 2023 meeting with the amendment of item 2b to reflect that Gertz seconded the amendment made by Pautz. Second by Eggleston. Motion carried.

3. Old Business

- a. Review of Policy 2.0291 User Fee Schedule

Nowak shared the draft policy for adjusting the user fee schedule. Nowak also shared comparable program fees from other nature centers. There was discussion over the custom program fee and determined that this fee should be increased as well.

Eggleston moved to approve the Policy 2.0291 User Fee Schedule. Motion failed due to a lack of a second.

Eggleston moved to recommend to the full committee approval of 2.0291 User Fee Schedule presented with the change to \$100 for the Custom Program for Specific Group. Seconded by Gertz. Motion carried.

4. New Business

- a. Discuss the Creation of a 1000 Islands Foundation

Nowak shared the benefits of creating a Foundation to manage the 1000 Islands Endowment and to potentially oversee future large fundraising efforts. There was lots of discussion on the logistics of establishing the non-profit organization and board. Several questions were brought up. Nowak will follow-up with the Community Foundation, City Attorney Davidson and Finance Director VanRossum to gather answers to the questions and concerns. Another sub-committee meeting was tentatively scheduled for further discussion.

5. Other Sub-Committee Items

6. Adjournment

With no further business to discuss, Pautz moved to adjourn. Seconded by Eggleston. Meeting adjourned at 6:09 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.