

# GRIGNON MANSION BOARD MEETING MINUTES

Monday, January 24, 2022



The meeting was called to order by Bruce Werschem at 5:30 PM in the Municipal Services Building Council Chambers

## Roll Call

- Present - Patty DeGoey, Patty Brogan, Al Borchardt, Carol King, Shellee Jackels, Bruce Werschem, Gavin Schmidt, Pennie Thiele
- Absent - Sandy Coenen
- Others in Attendance - Cassidy Mickelson

\* The beginning of the meeting was facilitated by Vice Chair Bruce Werschem until Chair Pennie Thiele arrived.

## Welcome New Board Members

- Welcome to the Board, newest member Gavin Schmidt. Gavin is a local historian, author and Kaukauna Public Library employee.

## Review/Approve Minutes from November 22, 2021 Meeting

- Motion by Al Borchardt to approve prior meeting minutes. Seconded by Patty DeGoey. Motion Unanimously Approved.

## Report from the City (Mickelson)

- Annual Report – The Annual Report for the Grignon Mansion has been submitted to the City Council.
  - Goals for 2022 include restarting school tours. Mickelson, DeGoey and Borchardt are meeting to come up with a plan
  - The Friends of the Grignon Mansion received \$1,500 from a private donor for technological upgrades in the 3<sup>rd</sup> floor office. The necessary equipment will allow Mickelson to begin sorting and logging the Mansion artifacts.
    - Question from Gavin Schmidt - could we collaborate with the public library to share software needed for this task?
- Grignon Mansion Repairs - Mansion repair schedule/timeline - Looking at a 60 day work window for the repairs to the Mansion. The proposal to get permission to begin seeking bids for the repairs will be given to the Board of Public Works on January 31. The goal is that the supply chain cooperates and the repairs will be complete by August 1, 2022. Prior to any repairs starting, it is necessary that we have lead, asbestos and mold testing completed.

## Report from Friends (DeGoey)

- Friends Finance Report
  - Grant Money Account - Beginning balance of \$20,006.53, ending balance of \$20,010.81, with interest earned of \$4.28
  - Savings Account - Beginning balance of \$100.06, ending balance of \$100.09, with a deposit of \$0.03
  - Original Checking Account - Beginning balance of \$44,557.48, ending balance of \$44,747.01, with \$5,002.62 in total deposits and \$4,813.09 in withdrawals. Available non-designated funds \$37,618.90

- Working on getting Quickbooks up and running as the new operating system for the treasury tracking and reports.
- Events Report
  - Patty is setting up volunteer training dates and times
  - Volunteer Appreciation Event will be held April 22, 2022
  - The Volunteer Appreciation Dinner that was to be held February 9, 2022 has been canceled/postponed due to COVID 19.
  - Patty is setting up training dates and times for new blacksmith volunteers
    - There are about 4-5 people interested in learning the trade to volunteer at the Mansion.

#### **Report from the Chair (Thiele)**

- 2022 Objectives – Thiele emphasized the importance of Grignon Mansion board members offering support to the Friends of the Grignon Mansion through volunteering and attending events.
- The topic of the reality that the grant from the Nelson Fund that supports a portion of the salary for a Grignon Mansion Executive Director expires this year. The issue of funding the position moving forward will be brought up by Council when 2023 budget talks begin.
  - The board needs to demonstrate to the Council how having the Mansion running at full potential with an Executive Director is beneficial to the City of Kaukauna.
  - The impact of the pandemic needs to be taken into consideration when looking at the financial growth and desire of the Council for the Grignon Mansion to be “self-sufficient” over the last two years.

#### **Other Business**

- Nominations for Elections of Officers
  - Chair – Motion by Bruce Werschem to nominate Pennie Thiele as the Chair of the Board, seconded by Shellee Jackels. Motion unanimously approved.
  - Vice Chair – Motion by Pennie Thiele to nominate Bruce Werschem as the Vice Chair of the Board, seconded by Patty Brogan. Motion unanimously approved.
  - Secretary – Motion by Pennie Thiele to nominate Shellee Jackels as the Secretary of the Board, seconded by Patty Brogan. Motion unanimously approved.

#### **Set Next Meeting Date and Location**

- Monday, February 21, 2022 at 5:30 PM in the Council Chambers at the Municipal Building.

#### **Adjourn at 6:30 PM**

- Motion by Shellee Jackels. Seconded by Bruce Werschem. Motion Unanimously Approved.