

# 1000 ISLANDS ENVIRONMENTAL CENTER

## ADMINISTRATIVE/FINANCE SUB-COMMITTEE

City of Kaukauna  
**Nature Center Building**  
1000 Beaulieu Court, Kaukauna



Monday, October 02, 2023 at 4:45 PM

### MINUTES

#### In-Person

#### 1. Call to Order

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

Also Present: Nowak

Van Berkel called the meeting to order at 4:53 PM

#### 2. Reading and Approval Minutes

- a. 1000 Islands Administrative/Finance Sub-Committee Minutes of August 17, 2023  
Pautz made a motion to waive the reading and approve the August 17, 2023 Administrative/Finance Sub-Committee minutes. Seconded by Gertz. Motion passed.

#### 3. Old Business

#### 4. New Business

- a. Review Policy 3.002 Operational Policy - Endowment, Memorial & Sustainable Funds  
Eggleston moved to go out of order from the posted agenda and discuss items 4b and 4c before item 4a. Seconded by Pautz. Motion passed.  
Upon returning to agenda item 4a, it was determined that additional time is needed for the discussion. It will be added to a future Administrative/Finance Sub-Committee meeting.
- b. Review Draft Resolution 2023-5397 Directing the 1000 Islands Committee to Update their Endowment Policy to Match the Language of the Community Foundation  
Van Berkel went over some suggested edits to the resolution. Discussion occurred over the best wording for the resolution. All members were in agreement with edits. Nowak will re-type the resolutions and present to the Administrative/Finance Sub-Committee before the next meeting.
- c. Review Draft Resolution 2023-5398 Directing the 1000 Islands Committee to Transfer Funds on Existing CDs to the Community Foundation  
Van Berkel went over some suggested edits to the resolution. Discussion occurred over the best wording for the resolution. All members were in agreement with edits. Nowak will re-type the resolutions and send out to the Administrative/Finance Sub-Committee before the next meeting. Pautz made a motion to present the edited resolutions to the full Committee for approval before seeking City Attorney feedback. Seconded by Eggleston. Motion passed.

#### 5. Other Sub-Committee Items

With no further business to discuss, Pautz moved to adjourn. Seconded by Gertz. Meeting adjourned at 5:54 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.