

# 1000 ISLANDS ENVIRONMENTAL CENTER

## ADMINISTRATIVE/FINANCE SUB-COMMITTEE MEETING

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



Wednesday, June 29, 2022 at 4:00 PM

### MINUTES

#### In-Person

#### 1. Call to Order

Van Berkel called the meeting to order at 4:06 PM

Members Present: Van Berkel, Eggleston, Manion

Also Present: Nowak

#### 2. Reading and Approval Minutes

##### a. 1000 Islands Administrative/Finance Sub-Committee Minutes of December 1, 2021

Eggleston moved to waive the reading and approve the minutes of the December 1, 2021 minutes. Second by Manion. Motion carried.

#### 3. New Business

##### a. Strategic Planning Discussion

Nowak led a brainstorming discussion on what administrative and finance goals are important to try to accomplish over the next 5 years. Several ideas were discussed in detail. This list of goals will be submitted to the Strategic Planning Steering Committee for potential inclusion in the final strategic plan.

#### 4. Other Sub-Committee Items

Discussion on the frequency of sub-committee meetings and the time between a meeting and the approval of the minutes. Options to decrease the time frame were discussed. Van Berkel suggested that draft minutes are shared with the sub-committee members when they are created giving members a chance to review while the meeting is still fresh in the memory.

#### 5. Adjournment

Manion moved to adjourn. Second by Eggleston. Meeting adjourned at 5:31 pm.