

MINUTES OF THE MEETING OF THE 1000 ISLANDS ENVIRONMENTAL CENTER
COMMITTEE HELD THURSDAY, JUNE 21, 2018.

Committee Chairman Gertz called the regular meeting of the 1000 Islands Environmental Center Committee to order at 6:30 p.m. on Thursday, June 15, 2017.

Members Present: Driessen, Gadow, Gertz, Hietpas, McGinnis, McGregor, McSorley, Van Berkel.

Absent & Excused: Kalupa

Also Present: Nowak, and Maureen Feldt.

Meeting was called to order by Chairman McSorley at 6:31 p.m.

McSorley introduced the new Administrative Assistant, Maureen Feldt to the board.

Minutes of the May 17, 2017 meeting were reviewed. Gertz made a motion to accept the May minutes. Seconded by Driessen. Carried.

Financial Report – Nowak presented the April financial report. After some discussion McGinnis moved to approve the April financial report. Seconded by Gadow. Motion carried.

Correspondence ó No correspondence

Report from the Friends of 1000 Islands – Hietpas reported on the annual art fair held on May 20. The event was a success raising \$6,470 which is close to the average profits for the past 5 years. Hietpas also reported that the Friends group made a donation to the memorial endowment in memory of Rosemary Johns.

Naturalist's Report – Nowak presented the naturalist report. VanBerkel commented on the positive results of the application process as well as the great volunteer turnout received this spring to make it through the field trip season while short staffed.

Nowak reported that another rat was removed from the building. Since then, there has been no additional signs of rat activity. Traps will remain out for another week or more to be certain that they have all been removed from the building.

Adm/Fin. Report – None

Education ó None

Building and Grounds ó McGinnis reported that George Anderson is willing to paint the door leading to the storage area in the Wisconsin Room.

Old Business – An update was provided on the hiring process for the 2 remaining part-time positions. Site manager interviews will be held during the week of June 25th and Assistant Naturalist interviews will be held during the week of July 2nd. There was discussion over the need for additional meetings to approve the hiring of these two positions. Driessen moved to schedule a special committee meeting for

Thursday, June 28th at 6:30 p.m. to approve the choice for the Site Manager position. VanBerkel seconded. Motion carried.

Driessen moved to schedule a special committee meeting for Thursday, July 5th at 6:30 p.m. to approve the choice for Assistant Naturalist. Hietpas seconded. Motion carried.

Gadow reported that he will summarize what was previously put together for the capital wish list and present for consideration at the next meeting in order to update it. He recommended that the capital wish list be reviewed annually as well as have a 5 year projection.

There has been no further development on the strategic plan.

Gadow informed the committee that he met with the City Safety Coordinator, Josh Ring, and received a copy of the City safety manual. Additions will need to be made for incorporate 1000 Islands specifically. Gadow will meet with Feldt to go over this project. Gadow and Nowak will work on filing a SARA Title 3 report declaring that there are no large quantities of hazardous materials on site as well as making sure the Safety Data Sheet (SDS) inventory is properly compiled and up to date.

New Business – The need to move the November 2019 meeting was discussed in order to avoid conflict with the Thanksgiving holiday. Upon further discussion it was deemed unnecessary as the holiday does not fall on the standard meeting date.

Hietpas inquired about the new hours for the nature center and if there would still be a need to use volunteers on the weekends. Nowak informed the committee of the new hours, which will be in place moving forward and evaluated down the line. Nowak also informed the committee that volunteers will still be utilized on the weekends to cover the front desk as staff works on other projects.

Hietpas also inquired about the use of Survey Monkey in order to gain input from the community. There was discussion on the value of surveying the community on their interests and vision for the Center. The benefits of multiple surveys with different formats was discussed.

Good of the Center óMcSorley suggested the idea of a party or meet and greet as a way to thank the volunteers for all of their hard work during the interim as well as give volunteers and new staff a chance to get acquainted. Nowak offered to brainstorm some ideas.

There being no further business, Driessen moved to adjourn. Seconded by Gadow. Carried. The meeting adjourned at 7:08 p.m.

Debra Nowak
Acting Secretary