

MINUTES OF THE MEETING OF THE 1000 ISLANDS ENVIRONMENTAL CENTER
COMMITTEE HELD THURSDAY, MAY 17, 2018.

Chairman McSorley called the regular meeting of the 1000 Islands Environmental Center Committee to order at 6:32 p.m. on Thursday, May 17, 2018.

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

Absent & Excused: Gertz, Kalupa, and McGregor

Also Present: Nowak

Minutes of the April 19th meeting were reviewed. McGinnis made a motion to accept the April minutes. Seconded by Gadow. Motion carried.

Financial Report – Nowak presented the March financial report. VanBerkel inquired about where the seedling sale money is in the financial report. Nowak informed the committee that the seedling sale funds are deposited into the restricted account. Driessen moved to approve the financial report. Seconded by McGinnis. Motion carried.

Correspondence ó None

Report from the Friends of 1000 Islands – Hietpas reported that the annual art fair is on Sunday. The Friends will have an information table to promote the organization and try to sell regular gift shop items.

Naturalist's Report – Nowak reported that the rat removal process is ongoing. The Affordable Pest Solutions company continues to work on the issue and Nowak suggested that a way to prevent additional rats from getting into the building be investigated.

Adm/Fin. Report – No report.

Education ó None

Building and Grounds ó Hietpas reported that the city workers reworked the gravel driveway from the parking lot to the wood shed.

Old Business – An update on the hiring process was discussed. The 3 part-time positions are posted and will remain open until May 29th. The application process is done entirely online through the Human Resources department. It was suggested that interviews will be conducted by a 3 person panel consisting of the HR director, Naturalist and the chair of the coordinating sub-committee or their designee. It was also requested that any additional committee members be welcome to sit in the interviews as an observer if desired. It was also request to that audio and/or video of the interviews for those committee members unable to attend the interviews. A draft of the interview questions was distributed to the committee. Nowak requested that any feedback be given within a week for edits or additions.

Gadow reported that the strategic plan and capital wish list is on hold until he is able to get the pool open. Gadow noted that the previous strategic plan included a community survey and believes it is a great tool which merits redoing with updates. Gadow will make copies of the previous strategic plan for all committee members to review.

Gadow reported that the Emergency Action plan has not progressed since last month. Nowak provided a copy of an old emergency action plan found in the files. Gadow will provide copies of this to the committee at the next meeting and add the discussion to the June meeting agenda.

New Business – VanBerkel asked for additional information on the Non-Profit Leadership Institute. Nowak gave a summary of the NPLI as it relates to the Non-Profit Leadership Initiative as well as the Community Foundation for the Fox Valley Region.

McGinnis requested that the committee send a card to the family of Rosemary Johns in recognition of her passing. McSorley offered to take care of the task.

Good of the Center ó None

There being no further business, Driessen moved to adjourn. Seconded by McGinnis. Carried. The meeting adjourned at 7:06 p.m.

Debra Nowak
Acting Secretary