

Minutes for 1000 Islands Environmental Center Committee Meeting Held on Thursday, November 15, 2018

Members Present: Driessen, Gertz, McGinnis, McGregor, McSorley, Pautz and VanBerkel

Absent/Excused: Hietpas and Kalupa

Also Present: Deb Nowak and Maureen Feldt

The meeting was called to order by Chairman, Driessen at 6:30 p.m. Quorum is present.

October Minutes

Gertz made a motion to accept the October minutes with two amendments. Seconded by McSorley. Motion carried.

The minutes of the November 15th meeting will record the following:

The minutes of the October 18th meeting minutes be accepted as a true and correct record with the following amendments:

Page 2, Under Admin/Finance Committee, paragraph 3 sentence to read: Received one quote **from Amplitel Technologies in the amount of \$1,685.13** to complete the inside cabling, but Deb requested a second quote from the IT Dept. to ensure appropriate expenditures. Driessen made a motion to approve spending **the quoted price from Amplitel Technologies of \$1,685.13** or less depending on the second quote **from CC&N** to complete the inside cabling.

Page 2, Under Building & Grounds, paragraph 2 sentence to read: Lowest quote **of \$4,695.21** is from Lowe's **which includes a 10% discount along with 1000 Islands obtaining a Lowe's credit card.**

Financial Report

The October financial report was reviewed. Nowak informed the Committee that in the Restricted Fund Report, the Receipt of \$939.69 is incorrect and should be in the Interest Income account. Gertz mad a motion to complete this stated correction and approve the October Financial Report. Second by McGregor. Motion carried.

Correspondence

Seeing an increase in Building Usage/User Fees. Many building rentals the next few months.

Report from the Friends of 1000 Islands

Nothing to report.

Naturalist's Report

The City of Kaukauna's Budget was approved on November 20th.

Admin/Finance Committee

Building Usage Agreement approval – Put on January's agenda and highlight the changes that were made to see the existing vs. new Agreement for better review/approval.

Interest Income Shortfall: Sub-committee passed motion that approximately \$10,000 excess amount from Payroll due to the staff changes be contributed towards the Interest Income shortfall. Van Berkel

made a motion for the Committee to approve the sub-committee's recommendation. Second by Gertz. Motion carried.

Education

Education Sub-Committee met on November 15th prior to the Committee Meeting.

Eagle Days Budget – Discussion on the proposed 2019 budget of \$2,500. Sub-committee approved this budget. McGregor made a motion to approve a budget of not to exceed \$2,500 for Eagle Days. Seconded by McSorley. Motion carried.

Augmented Reality Exhibit – Watched the Reality Sandbox video exhibiting how it works and the educational benefits. The sub-committee approved a \$3,000 budget to proceed with the project which would be set up in the Fox River Room. Gertz made a motion for the Committee to approve the new display and that the budget not to exceed \$3,000. Seconded by McSorley. Motion carried.

Focus for staff is to complete the Augmented Reality Sandbox, program development and completing new exhibits for the Conservation Room (Wisconsin Room).

Fee schedule for custom programs – A new fee of \$78 for custom programs was approved by the sub-committee. Approval from the Committee will be in January's meeting.

Buildings & Grounds

Fiber Optic cabling being installed inside the building on Mon., Nov. 19th by Amplitel Technologies.

The Committee Plaque needs updating with new Committee names—Hietpas, Pautz and McGregor.

Old Business

History Book – We received the first draft of the book and we are to proof it and write any edits in the draft copy by January 1st. Carol came up with a few options for the Title and is looking for input from everyone regarding your preferred choice or a suggestion of your own.

New Business

Nothing.

Good for the Center

In 2019 the Conservancy Zone will be 50 years old. Discussion on possible options to celebrate this milestone were discussed. A planning committee was formed to further discuss and plan an event(s). McGregor and Driessen will head up the planning committee.

Next Committee Meeting

Gertz made a motion to dispense the December Committee Meeting and to attend the volunteer Christmas Party on December 5th. Seconded by McGinnis. Motion carried.

Next Committee Meeting will be Thursday, January 17, 2019.

There being no further business, Gertz moved to adjourn the meeting. Second by McGinnis. Motion carried. The meeting adjourned at 7:15 p.m.

Maureen Feldt
Administrative Assistant