

# **Minutes for 1000 Islands Environmental Center Committee Meeting Held on Thursday, July 18, 2019**

**Members Present:** Driessen, Gertz, Jakel, McGinnis McGregor, Pautz, and Van Berkel

**Not Present:** Carlson and Hietpas

**Also Present:** Deb Nowak and Maureen Feldt

The meeting was called to order by Chairman, Driessen at 6:34 p.m. Quorum is present.

## **May and June 2019 Meeting Minutes**

Van Berkel made a motion to approve the May and June meeting minutes. Gertz seconded. Motion carried.

## **Financial Reports**

May Financial Report: Discussion on why retirement is at 70% already. Loophole in the system has made two more employees eligible for this benefit. McGregor made a motion to accept the financial report for May. Seconded by Van Berkel. Motion carried.

June Financial Report: Discussion on why office supplies account so high. Discovered that cell phone and internet bills are being paid out of this account. Will be working with accounting to make corrections and streamline the accounts. McGinnis made a motion to accept the financial report for June. McGregor seconded. Motion carried.

## **Correspondence**

Reported on the donations that have come in including \$600.00 from an anonymous donor and several memorial donations also came in in honor of Louise Natrop.

## **Report from the Friends of 1000 Islands**

Will be going ahead with the Art Fair in 2020 and the date is set for Sunday, May 17, 2020. Discussion on the administrative help needed to make the Art Fair happen and that the Friends group needs to address this issue. Four board members recently resigned.

## **Naturalist's Report**

We will take ownership of the 1000 Islands Pavilion rentals at the start of 2020 to help avoid conflicts with building rentals.

Discussion on working with Home School families for educational programs. Nowak mentioned that there seems to be a void of programming for the 11 – 14 age group. We will enhance existing programming to accommodate this age group and there will be a fee associated with these classes. Pautz made a motion to offer classes to Home School children. McGregor seconded. Motion carried.

## **Admin/Finance Committee**

Held a meeting in May and the summary is in the packet. Pautz made a motion to accept the May Admin & Finance meeting notes. Gertz seconded. Motion carried.

We have had extra expenditures to get the new phone system up and running. Motion by Gerts to approve the \$2,789.95 expenses which include \$2,539.95 for AT&T bills and \$250.00 for Amplitel to set up our Auto Attendant. Seconded by Van Berkel. Motion carried.

### **Education**

Held meeting on June 7<sup>th</sup> and it was decided to revise the 50<sup>th</sup> Anniversary celebration to not have as many activities as initially planned. The Celebration will start at 10:00 a.m. and the day will conclude with a guided night hike. A scavenger hunt will be running all day with prizes. Cake, coffee & lemonade will be available, and two books will be revealed. The History book and the Children's book will be available for purchase starting on August 17<sup>th</sup>. Gertz made a motion to accept the Education Committee's recommendation for the Celebration. Seconded by McGregor. Motion carried.

### **Buildings & Grounds**

Discussion on the security system for the building. We no longer have an analog system to work with the security system and is an issue. Building & Grounds sub-committee to address this concern at their August meeting.

Permanent Fire Pit. Discussion on building a permanent fire pit for groups to have hot dog roasts, etc. instead of the small, portable unit we currently use. Pautz made a motion for staff to work with Building & Grounds committee to make the decision of building a secure fire pit close to the memorial garden. Seconded by Gertz. Motion carried.

### **Old Business**

Nothing to report.

### **New Business**

Question regarding how we acknowledge a Committee Member when they step down. At this time, we do not have a policy to follow for recognizing an individual for the commitment and contributions. Determined to have the Admin & Finance Sub-Committee to discuss further and report back.

### **Good for the Center**

Have had great participation in our summer programs and camps. Maximum attendance levels have been met on the majority of events with positive feedback.

The picture of the Kalupa Family and article on the new deck in the Times Villager was nicely done.

### **Next Committee Meeting**

Next Committee Meeting is scheduled for Thursday, August 15<sup>th</sup> at 6:30 p.m.

There being no further business, McGinnis moved to adjourn the meeting. Second by Pautz. Motion carried. The meeting adjourned at 7:32 p.m.

Maureen Feldt  
Acting Secretary