

# **Minutes for 1000 Islands Environmental Center Committee Meeting Held on Thursday, January 16, 2020**

**Members Present:** Carlson, Driessen (arrived at 7:17 p.m.), Gertz, Hietpas, Jakel, Manion, McGinnis, Pautz, and Van Berkel

**Not Present:** Van Groll

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

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

## **November 2019 Committee Meeting Minutes**

McGinnis made a motion to approve the November 21, 2019 Committee Meeting minutes. Seconded by Gertz. Motion carried.

## **Committee's December 4, 2019 Special Meeting Minutes**

Minutes not available. Table this agenda item for next Committee Meeting on February 20, 2020.

## **November and December Financial Reports**

The December 2019 financial numbers are not final yet. We will be notified and given final numbers as soon as they become available. McGinnis made a motion to accept the November 2019 and December 2019 financial reports. Van Berkel seconded. Motion carried.

## **Correspondence**

Feldt went over the memorials and donations that the Center received in November and December 2019.

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

Annual Meeting was held on Sunday, January 12, 2020. Eric Hietpas presented a review of 2019's events and financials. After the Annual Meeting, guest speaker Ann Rosenberg gave a presentation on Great Horned Owls with her owl, Fran.

## **Naturalist's Report**

Endowment Fund – Discussion on new rates and length of CD. When renewal notice is received we need to look at current rates and length of CD to determine best option for renewal.

Website Domain Account – Working with the City's legal dept. to get the Domain Account for 1000 Islands switched from a personal account to the City of Kaukauna.

Snapshot Wisconsin – Discussion of what this project entails. Snapshot Wisconsin is run by the WI DNR and 1000 Islands has a trail cam on the Hoersch property. Every two-three months the memory card is changed and sent to the DNR to upload. We then look over the file/photos for any significant animal action and report it back to the DNR.

Kiosk Map – Discussion on the funds used to pay for a new map of the property for the Kiosk. Nowak noted that a donation was received to pay for a portion of the map printing expense.

## **Admin and Finance Committee**

The Admin & Finance Sub-Committee meeting minutes of Nov. 21, Dec. 5 and Dec. 19, 2019 were not approved. The Admin & Finance Sub-Committee needs to meet and approve the minutes first. Approval tabled until the February 20, 2020 Committee meeting.

Bylaw Changes – Gertz made a motion to accept the changes to the bylaws that the Admin & Finance Sub-Committee reviewed, revised and approved. Seconded by Jakel. Motion carried.

Sustainable Fund – Discussion regarding the initial set-up of the Sustainable Fund, what the money was to be used for and that only the interest was to be withdrawn. Going forward should the Sustainable Fund be kept as a separate account(s) or should it be rolled into the Endowment Fund. Driessen made a motion to roll the Sustainable Fund into the Endowment Fund and only utilize the interest it creates. Seconded by Gertz. Motion carried.

1000 Island Website – Reviewed and discussed the DigiSage proposal to re-design the existing website and create a new site utilizing WordPress for easier updates. A yearly maintenance plan is also included in the proposal for upkeep of the website. Jakel made a motion to update the website and approve the \$4,500 cost from DigiSage for the re-design and \$480 per year for website hosting. Seconded by Pautz. Motion carried.

Endowment Display – The current Memorial Wall is outdated and needs to be improved. Nowak reviewed the proposed design and costs from Horizon Marketing for a new display. After discussion and further questions, Driessen made a motion to table the decision and have further discussion at the February 20, 2020 Committee meeting. Seconded by Manion. Motion carried.

## **Education**

November 21, 2019 Education Sub-Committee Meeting minutes. Jakel made a motion to acknowledge receipt of the Nov. 21<sup>st</sup> Education Sub-Committee meeting notes and to put them on file. Seconded by Pautz. Motion carried.

## **Buildings & Grounds**

Security System – This has not been completed yet. Deb to follow-up with Federal Security to determine date they will be on-site to complete the work.

Office Remodel & Conservation Room Window Replacement – The work has all been completed.

Potential Prairie on Hoersch property – McGinnis would like to contact Wild Ones to receive input on the feasibility of a prairie on the Hoersch property.

## **Old Business**

Year in Review – It was a very positive 2019. Many project were complete and events took place throughout the year.

Memorial Benches – Question if new locations have been determined for future memorial bench placements. At this time, no one has completed this task.

## **New Business**

Strategic planning session for a five-year plan for 1000 Islands. Continue discussion in 2020 and possibly have a planning session in 2021.

**Good for the Center**

Nothing to report.

**Next Committee Meeting**

Next Committee Meeting is scheduled for Thursday, February 20, 2020 at 6:30 p.m.

**Adjournment**

There being no further business, Driessen moved to adjourn the meeting at 8:01 p.m. Manion seconded. Motion carried.

Maureen Feldt  
Acting Secretary