

Minutes for 1000 Islands Environmental Center Committee Meeting Held via Teleconference on Thursday, April 16, 2020

Members Present: Carlson, Driessen, Gertz (arrived at 7:00), Jakel, Manion, Pautz, McGinnis and Van Berkel

Not Present: Hietpas and Van Groll

Also Present: Deb Nowak and Maureen Feldt

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

February 2020 Committee Meeting Minutes

McGinnis made a motion to approve the February 20, 2020 Committee Meeting minutes. Seconded by Manion. Motion carried.

March 2020 Committee Meeting Minutes

McGinnis made a motion to approve the March 19, 2020 Committee Meeting minutes. Seconded by Van Berkel. Motion carried.

February Financial Reports

Discussion on a restricted amount received and two different budget totals. Van Berkel made a motion to approve the February 2020 financial report. McGinnis seconded. Motion carried.

March Financial Reports

No discussion. Manion made a motion to approve the March 2020 financial report. Pautz seconded. Motion carried.

Correspondence

Feldt informed the Committee of donations that the Center received in March and April.

Friends of 1000 Islands Report

Nowak reported that the Art Fair has been canceled and there is discussion of possibly holding it in fall and/or having a separate raffle.

Naturalist's Report

Review of the February and March Naturalist's reports. Van Berkel questioned if the goats on-site this year and the scheduled construction would have any conflict. McGinnis and Nowak assured Van Berkel that there would not be a conflict. Van Berkel made a motion to accept the February and March Naturalist's Reports and place them on file. Seconded by Carlson. Motion carried.

COVID-19 Update

The Nature Center building is closed to the public and only one staff member is in the building at a time. The trails are being heavily used, and at this time still open to the public. We are tracking loss of revenue from field trip and building rental cancellations. Staff is tracking their time separately when dealing with a COVID-19 issue/task.

Admin and Finance Committee

Van Berkel noted that Policy 2.029A is a work in progress. Policy 2.003 (General Personnel Policy) and 2.040 (Necessary Time Off) are both adopted and covered with the City's policies.

Education

Carlson summarized the February 21st meeting: Goats on-site in June, updating the website, and created a wish list.

Nowak updated the Committee that the Tree Seedling pick-up date has changed from Saturday, May 2 to Saturday, May 16 and that all May field trips and building rentals have been canceled.

Buildings & Grounds

McGinnis informed the Committee that the topographic map work has been completed for the Nelson Overlook and the soil boring will be completed the week of April 20th. No update on the potential prairie garden on the Hoersch property.

Old Business

Policy Manual: Gertz made a motion that the Committee approve the updated Policy Manual per the Admin & Finance Sub-committee's February 10, 2020 meeting. McGinnis seconded. Motion carried.

Memorial Wall: The sub-committee met on Thursday, March 12 with Joe Dillon of Horizon Marketing to review initial designs and clarification on proposed costs. After discussion the committee requested examples for better clarity of the design and updated costs. The sub-committee will meet again to review the revised costs and have information ready for the next Committee meeting.

New Business

Golden Passbook/CD Purchase: Jakel made a motion to invest \$33,837.85, that is currently in the Golden Passbook and Regular Passbook accounts, to purchase a 24-month CD. Seconded by McGinnis. Motion carried.

Good for the Center

Nothing to report.

Next Committee Meeting

Next Committee Meeting is scheduled for Thursday, May 21, 2020 at 6:30 p.m. via teleconference.

Adjournment

There being no further business, Gertz moved to adjourn the meeting at 7:11 p.m. Manion seconded. Motion carried.

Maureen Feldt
Acting Secretary