

GRIGNON MANSION BOARD MEETING MINUTES

Monday, November 24, 2025

The meeting was called to order by Chair, Gavin Schmitt, at 4:30 p.m. in the Municipal Services Building, Hydro View Room.

Roll Call

Present – Gavin Schmitt, Christina Crook, Lyle Hansen, Brian Schuh, Bruce Werschem, John Moore

Absent – Patty Brogan, Brian Buechel

Others in Attendance – Allison Engels

Public Appearances- Mary Grogan-Seleen and Carol King w/Grignon Friends Group

Review/Approve Minutes from October 27, 2025 Meeting

Motion to approve Minutes, Werschem moves, Moore seconds, Minutes approved.

Report from the City

Current bylaws were distributed for review and revision. Engels requests any revisions are sent to her directly. Moore indicated the bylaws should reflect what we, as the Board, are actually doing. Discussion of some revisions among the Board, Engels reiterated to review the bylaws in full and send her revisions directly.

No December meeting.

Continued from October meeting of ADA compliance and issues with accessibility to the Grignon by guests and volunteers. John Neumeier with the City would be the first person to discuss this with. There was Historical Structure Report completed when Outagamie County ran the Grignon, basement was put in in 1986. ADA was required in the 1990s. The Grignon could be exempt. Nothing in the Outagamie County report. Continued discussion of talking about these issues with Trevor Frank who has completed historical renovations in the past throughout the city. He could complete an evaluation if compliance is possible. Namely, the goal would be, if compliance is possible, to see if accessibility is viable in constraints with the historical site. Grogan-Seleen indicated she would like to see beautiful landscaping, an ADA compliant basement, possibly building underground, etc.

Engels indicated she would contact Trevor Frank. Werschem requested that Engels clarify with Trevor that an underground ramp/basement project is not the one he

discussed with Trevor. Discussion regarding a possible fee for Trevor's initial evaluation/services, would the Friends pay the fee.

Much discussion about how a budget should be submitted to the City. Moore indicated the Friends could submit a budget to the City but nothing so far has come forward. Schuh discussed that general/yearly maintenance should be included on a budget. Costs for a possible, "facelift" for the Grignon and future costs for Trevor Frank should be listed on a budget. Moore indicated there are steps to get money for the Grignon through the City. Werschem discussed a possibly Friend Policy Addendum be added to Friends documents. Schuh indicated that the Friends and Board should have a yearly standard upkeep costs that are submitted to the City on a budget. Moore confirmed the City would continue to cut the grass at the Grignon.

Emergency maintenance issues for the Grignon were brought up by both Grogan-Seleen and King including a toilet overflow, furnace goes out, etc. Schuh and Werschem both confirmed it was the understanding that the Friends would be able to contact repair persons to take care of these issues. Grogan-Seleen clarified that the Friends may see the Grignon as a landlord/tenant relationship. Several on the board indicated if there was an immediate need for a repair, the Friends could contact a repair person. Werschem indicated at one point, there was a list of persons that could be contacted. Some maintenance and repairs should be paid by the Friends.

Discussion of videos of the Grignon, one featured on the news. Very well received. It was discussed that the students with the Civic Engagement class could also shoot videos and perhaps do videos through the Grignon highlighting difference areas.

Report from Friends

Financials- King indicated the Friends received a \$500 donation from Tom and Judy Verhagen. King and Grogan-Seleen discussed different officer positions for the Friends with Grogan-Seleen taking on President and King taking on Treasurer/Secretary.

King reports that the Christmas Tours set for 12-6, 12-13 and 12-14-none on 12-7 due to a Packer Game. Advertising through WBAY, Kaukauna Community News on Facebook, etc. Tours are filling up with 50 people registered. Volunteers needed, "downstairs" is full. Grogan-Seleen indicated that tour guides are needed and the tour is Christmas 1948 with a simple script.

Report from the Chair

Schmitt indicates he and volunteers are working on a project to catalog items in the filing cabinets of the Grignon. The previous cataloging system had some general categories. Hopefully, moving forward, completing an inventory of what is included in the Grignon, not the third floor, would include the furniture and a room by room inventory. This will be an ongoing process, will need to authenticate items and replace, if necessary. Discussion of items in the home, one dresser which is known to have

belonged to George Lawe. Schmitt is also working on signage issues and working with Fox Locks regarding trail signage which would include the Grignon. Further, Schmitt received an email from Sasha St. John which lead to discussion of possible funds of \$10,000 and perhaps a video, this will be followed up on.

Schuh is doing ongoing research regarding state historical signage/markers. Steps include a pre-application, application and then securing funding for sign. Costs range from \$7850 to \$10,000 depending on final signage. It was discussed that the Friends could pay the initial application fee. King requested clarification as to what application would have a cost associated with it, Schuh confirmed that the pre-application has no charge, the fee if for the actual application. Signage completed by DAR was also discussed.

Other Business

Werschem indicated that Board member Patty Grogan requested that the Mayor remove her from the board, which the Mayor did. Werschem requested information as to how we get another Board member appointed.

Moore requested confirmation that the Grignon would be a participate in the area holiday parades, Engels confirmed that the Grignon is in the parades and she is looking for volunteers.

Werschem voiced a concern regarding a postcard he received that seemed to be sent by the Civic Engagement class. Upon review of the card by Werschem, it appears the class is linking their fundraising to the Grignon without prior approval. Schuh indicated he would look into it and reach out to the class to discuss the issue.

Engels confirms no December meeting.

Elections could be held at next meeting.

Werschem moves to cancel December meeting, Schuh seconds, approved.

Adjournment

Motion to adjourn by Schmitt, seconded by Schuh. Motion unanimously approved, with meeting adjourned at 5:34 p.m.