

GRIGNON MANSION BOARD

City of Kaukauna
Hydro View Room, 1st Floor
Municipal Services Building
144 W. Second Street, Kaukauna



Monday, April 22, 2024 at 5:00 PM

AGENDA

In-Person

1. Roll Call
2. Public Appearances
3. Reading and Approval of Minutes
 - a. [Approve March 25, 2024 Meeting Minutes](#)
4. Report from the City
 - a. Staff Report
5. Reports from Friends
 - a. Financial Report
6. Report from the Chair
7. Other Business
8. Set Next Meeting Date and Location
 - a. May Meeting Date Conflict
9. Adjournment

NOTICES

IF REQUESTED THREE (3) DAYS PRIOR TO THE MEETING, A SIGN LANGUAGE INTERPRETER WILL BE MADE AVAILABLE AT NO CHARGE.

WE ARE FOLLOWING CDC GUIDELINES REGARDING MASK-WEARING IN CITY FACILITIES.

GRIGNON MANSION BOARD MEETING MINUTES

Monday, March 25, 2024

The meeting was called to order by Pennie Thiele at 5:00 PM in the Municipal Services Building, Hydro View Room

Roll Call

- Present – Al Borchardt, Sandy Coenen, Christina Crook, Gavin Schmitt, Pennie Thiele, Bruce Werschem, Brian Buechel
 Absent – Patty Brogan
 Others in Attendance – Cassidy Mickelson
 - Welcome to new board member, Brian Buechel!

Review/Approve Minutes from January 22, 2024 Meeting

- Motion by Bruce Werschem to approve meeting minutes. Seconded by Sandy Coenen. Motion Unanimously Approved.

Report from the City

- 2024 Grignon Mansion Events
 - **Lawn Games at the Mansion**
 - July 20, 2024 from 11 AM – 3 PM
- Tree Grant
 - Mickelson is working with other City departments on a grant to assist with the replanting of the trees that were lost due to invasive species.
- Strategic Plan Update
 - Mickelson has been working with external sources to figure out what will be the best fit for figuring out what type of report will be best for the Grignon Mansion.
- Moving forward, Mickelson will submit a monthly report to the board on what she has completed.

Report from Friends

- Financial Reports
 - February 2024
 - Grant Money Account - Beginning balance of \$40,067.94, ending balance \$10,067.94.
 - Checking Account - Beginning balance of \$2,310.80, ending balance \$2,136.16.
 - Savings Account – Beginning balance of \$24,261.13 ending balance of \$12,261.13.
 - Grignon Mansion CD – Balance of \$25,000
 - Grignon Mansion CD 2 – Balance of \$42,000

Report from the Chair

- Elections of Officers
 - Motion to close nominations by Sandy Coenen. Seconded by Christina Crook. Motion Unanimously Approved.
 - Motion to accept the slate of three nominees by Gavin Schmitt. Seconded by Bruce Werschem. Motion Unanimously Approved.
 - Motion to elect officers as presented by Bruce Werschem. Seconded by Al Borchardt. Motion Unanimously Approved.

- Board Chair, Pennie Thiele
Board Vice Chair, Bruce Werschem
Board Secretary, Gavin Schmitt
- Follow-Up to Meeting with Terri Vosters and Cassidy Mickelson
 - Thiele met with Vosters and Mickelson to address concerns about progress with the strategic plan. Thiele reiterated how the City came to the decision of combining roles in the Recreation Department and the perks of having an additional two part-time staff under the Community Enrichment Program Manager position. Those additional staff will also be able to help with Grignon-related responsibilities. There is the flexibility that the position and it could go back to something different.
 - Borchardt pointed out the strides we have made in our events.
 - Coenen agrees that the strategic plan should be done by a third party to give more direction for grants and fundraising.
 - Buechel backed the concept of needing a strategic plan and asked if we are looking for firms that have success with museums and historical societies.

Other Business

- None

Set Next Meeting Date and Location

- Monday, April 22, 2024 at 5:00 PM in the Hydro View Room.

Adjourn at 6:01 PM

- Motion by Sandy Coenen. Seconded by Christina Crook. Motion Unanimously Approved.