November 19, 2026

6:30pm

In-Person

1. Call to Order
2. Roll Call - Verification of a quorum
3. Public Appearances
4. Reading and Approval Minutes
   a. 1000 Islands Environmental Center Minutes of October 15, 2026
5. Financial Report
   a. October Financial Report
   b. October Donation Report
6. Correspondence
7. The Friends of 1000 Islands Report
8. Naturalist Report
   a. October Naturalist Report
9. Committee Reports
   a. Administrative/Finance Committee Reports
      i. October Endowment Statement
   b. Education Committee Report
   c. Building & Grounds Committee Reports
10. Old Business
11. New Business
12. Good of the Center
13. Next Meeting - Thursday, January 21, 2027
14. Adjournment

NOTICES

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

1000 Islands Environmental Center Mission Statement: To provide children, adults and families the knowledge and skills needed to build a sustainable balance among the environment, economy and community through education, conservation and recreation.

1000 ISLANDS ENVIRONMENTAL CENTER

1000 ISLANDS COMMITTEE

City of Kaukauna
Nature Center Building
1000 Beaulieu Court, Kaukauna

Thursday, October 15, 2026, at 6:30 PM

MINUTES

Members Present West, Timmons, Hietpas, Zornow, VanBerkel, Eggleston, and Breitzman

Not Present Manion and White

Also Present Brad Garrity and Cassandra Kohls

Breitzman called the meeting to order at 6:34 PM. A quorum was present.

Public Appearances - None

September 17, 2026, Committee Meeting Minutes
Garrity stated a correction to change the increase in the contractual services budget from $100 to $1,000. Eggleston moved to approve the minutes with the correction; Hietpas seconded. Motion carried.

Timmons moved to approve the amended minutes, seconded by West. Motion carried.

September Financial Report
Eggleston asked about temporary payroll. Garrity stated it is for intern pay. Hietpas motioned to approve the September Financial report and place on file, seconded by VanBerkel. Motion carried.

Correspondence - None

Friends of 1000 Islands Report
Hietpas reported that the Friends' next meeting is scheduled for October 19. Friends recently provided funding for Eagle Days sponsorship and the 1000 Islands bussing subsidy program, which helps schools offset transportation costs for participation in 1000 Islands programs. Friends also contributes $5,000 annually toward 1000 Islands operational expenses. The Friends is actively recruiting additional Board members.

VanBerkel inquired about Hietpas' role on the 1000 Islands Committee. Garrity explained that the Friends President position on the Committee will remain vacant until a designee is appointed to represent the Friends organization at Committee meetings. He further noted that while Hietpas may attend meetings and provide reports, he is not eligible to vote because he is no longer a sworn Committee member. VanBerkel clarified that the Friends President, or designated representative, serves as an ex officio member of the 1000 Islands Committee.

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September Naturalist Report
Garrity thanked Friends of 1000 Islands for sponsoring the bussing subsidy program.

Kaukauna Utilities will sponsor the 2027 Seedling Sale.

A new copier was purchased through the City's contract, resulting in significant cost savings for the Nature Center.

Junior Naturalist program increased from one program each month to two programs each month.

Kaukauna Public Library and Scouts offered a Survival Series.

Focus on the Fox (FOTF) Updates:
- The Papermaking program was moved from its traditional early October timeframe to September. Excellent volunteer support was provided by the Kaukauna High School (KHS) Key Club to help run the event, though overall public attendance was lower than the previous year. In appreciation of their efforts, Garrity provided pizza for the volunteers.
- The scheduled FOTF Campfire and Fishing Day was canceled due to rain. The KHS Fishing Club was contacted but was ultimately unable to reschedule.
- The AMCOR FOTF trash cleanup event was successfully rescheduled following an initial rainout. The event drew 16 volunteers, primarily community members, which was down from the 35 to 40 volunteers originally anticipated on the initial date. A total of 29 pounds of trash was collected during the cleanup.

Outagamie County Health Department came for a teambuilding day which included naturalist-led crayfishing and a separate program on their own.

Beekeepers Brian and Paula Jacobs, accompanied by Megan Knuth, presented a Honey Extraction program featuring an extractor demonstration and honey tastings for children. Jacobs also sold honey products at the event. Garrity noted that a gift card was purchased for the presenters in lieu of a standard speaker fee.

Volunteer Updates:
- White volunteered to assist with hikes on two days while Garrity was out.
- Several volunteers, including Danah Stumpf, Kim Kaufman, and Assistant Naturalist Benson removed thistle and cleared paths in the gardens.
- A high school student, Ethan Shalkhauser, volunteers during open hours for 1.25 hours each day.
- Outagamie County Development and Land Services volunteers removed debris, secured the goat fence, and cleaned the papermaking equipment.
- SOAR volunteers helped clean inside the Center.
- Katrina Moe has been completing regular volunteer service at the Center in alignment with her FVTC co-op program.
- A volunteer from USI Insurance participated in invasive species removal as part of the company's Corporate Day of Service at the Center.

New compasses were purchased for the Orienteering program.

The Center's grease trap was cleaned.

NACEL Open Door rented the building for their annual meeting.

Goats from Mulberry Lane Farm were on site through October 5. A full report will follow at the next meeting.

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Entryway Capital Project Status:

- The project is currently tracking on schedule. Painting is fully completed. Garrity approved the removal and replacement of the ceiling after verifying the quote aligns with the budget.
- Crews will begin subfloor leveling followed by flooring installation.
- Hietpas requested clarification on the completion date. Garrity clarified that although the contract bid targets October 31, final deliverables may carry over a few days into November.

Administrative/Finance Updates
The committee reviewed the September Endowment statement and 3rd Quarter report.

Building and Grounds Updates
Eggleston attended the Property Walk on October 8. During the walk, Garrity noted that the observation deck and bridge need repair. Eggleston commented on the property's beautiful views. Garrity also observed that, unlike other portions of the property, the central portion of the Hoersch property has a dense canopy and relatively little buckthorn.

Old Business

- **1000 Islands Committee Bylaw Updates**
  Garrity confirmed that copies of the proposed Bylaws were provided at the last meeting. Regarding Article II, VanBerkel recommended consolidating Item 1 and Item 3 to read as follows:

  "The object of this Committee shall be to advise staff on the policies, programs, and regulations governing the 1000 Islands Environmental Center, and shall approve and forward the budget for recommendation to the Common Council."

  VanBerkel moved to approve the proposed bylaw updates with the correction to consolidate Item 1 and Item 3 noted above. West seconded. Motion Carried.

New Business - None

Good for the Center - None

Next Committee Meeting
The next Committee Meeting will be on Thursday, November 19, 2026, at 6:30 PM in the Nature Center building.

Adjournment
There being no further business, VanBerkel moved to adjourn the October 16, 2026, Committee Meeting at 7:11 PM. Seconded by Zornow. Motion carried.

Cassandra Kohls

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City of Kaukauna
1000 Islands Environmental Center
Budget vs. Actual
From Jan 2026 to Oct 2026

Account	Oct Actuals	YTD Amount	Budget Amount	Amount Over Budget	% of Budget
4391 - Kaukauna School Dist Aids	$15,000.00	$15,000.00	$15,000.00	$0.00	100.00%
4392 - Outagamie County Aids		$10,000.00	$10,000.00	$0.00	100.00%
4694 - Facilities/Building Rental (Taxable)	($7.88)	$544.11	$1,500.00	($955.89)	36.27%
4695 - Facilities/Building Rental (Non-Taxable)		($75.00)	$500.00	($575.00)	-15.00%
4696 - Programing Fees	($6.00)	$11,437.60	$9,000.00	$2,437.60	127.08%
4716 - Gift Shop Sales	$375.98	$4,205.15	$5,000.00	($794.85)	84.10%
4802 - Donations & Contributions	**$442.93**	**$44,424.70**	**$40,000.00**	**$4,424.70**	**111.06%**
4810 - Interest Income		$5,449.64	$7,500.00	($2,050.36)	72.66%
4910 - Env Center Restricted Donate	**$326.85**	**$5,947.73**	**$0.00**	**$5,947.73**	**0.00%**
4911 - Fundraising Sales		**$5,935.16**	**$0.00**	**$5,935.16**	**0.00%**
Total - Income	**$16,131.88**	**$102,869.09**	**$88,500.00**	**$14,369.09**	**116.24%**
Expense					
5101 - Regular Payroll	$14,775.18	$151,703.27	$193,774.22	($42,070.95)	78.29%
5104 - Temporary Payroll		$7,752.00	$6,849.96	$902.04	113.17%
5151 - Retirement Plan	$907.45	$9,336.52	$11,907.69	($2,571.17)	78.41%
5154 - Social Security	$953.39	$9,939.70	$13,162.97	($3,223.27)	75.51%
5157 - Group Health Insurance	$3,351.48	$34,714.80	$41,417.64	($6,702.84)	83.82%
5160 - Group Life Insurance	$15.94	$139.48	$159.00	($19.52)	87.72%
5163 - Workers Compensation	$294.03	$3,287.54	$4,037.60	($750.06)	81.42%
5205 - Seminar Expenses		$483.77	$1,500.00	($1,016.23)	32.25%
5208 - Travel - City Business		$95.82	$0.00	$95.82	0.00%
5211 - Education & Memberships		$175.00	$500.00	($325.00)	35.00%
5260 - Animal & Bird Care	$29.04	$609.45	$2,000.00	($1,390.55)	30.47%
5264 - Programs	$29.66	$1,404.95	$3,000.00	($1,595.05)	46.83%
5276 - Conservancy Zone Maint	$59.11	$1,899.98	$2,500.00	($600.02)	76.00%
5303 - Communications	$50.00	$500.00	$600.00	($100.00)	83.33%
5306 - Heating Fuels	$25.63	$1,513.56	$3,000.00	($1,486.44)	50.45%
5309 - Water Sewer & Electric	$747.84	$8,053.94	$10,000.00	($1,946.06)	80.54%
5312 - Maintenance - Buildings	$230.25	$3,813.14	$4,500.00	($686.86)	84.74%
5315 - Maintenance - Office Equipment	$6.94	$1,162.07	$1,500.00	($337.93)	77.47%
5318 - Maintenance - Automotive		$52.17	$500.00	($447.83)	10.43%
5325 - Contractual Services	$870.95	$9,933.22	$12,000.00	($2,066.78)	82.78%
5334 - Printing Expense		$0.00	$400.00	($400.00)	0.00%
5401 - Office Supplies	$38.63	$425.13	$600.00	($174.87)	70.86%
5404 - Clothing Expense		$170.95	$700.00	($529.05)	24.42%
5407 - Automotive Supplies		$190.43	$300.00	($109.57)	63.48%
5410 - General Supplies		$963.71	$1,000.00	($36.29)	96.37%
5416 - Custodial Supplies	$133.04	$1,463.93	$1,800.00	($336.07)	81.33%
5431 - Postage		$21.75	$100.00	($78.25)	21.75%
5440 - Concession Product		$2,057.29	$3,000.00	($942.71)	68.58%
5499 - Miscellaneous		$257.55	$1,500.00	($1,242.45)	17.17%
5804 - Equipment (including Office)		$0.00	$1,500.00	($1,500.00)	0.00%
5897 - Restricted Funds - Animal Care/Jabber		**$400.00**	**$0.00**	**$400.00**	**0.00%**
5898 - Restricted Funds	**$574.28**	**$8,580.94**	**$9,000.00**	**($419.06)**	**95.34%**
Total - Expense	**$23,092.84**	**$261,102.06**	**$332,809.08**	**($71,707.02)**	**78.45%**
Net Income	**($6,960.96)**	**($158,232.97)**	**($244,309.08)**	**$86,076.11**	**64.77%**

Lines bolded in red are 201 accounts

1000 Islands Donation Report

Donations Posted: Oct 2026

Account: 201-48501-4802

Date	Name		Amount
9/25/2026	Transfer to 1000 Islands Endowment Fund	Friends of 1000 Islands - Tim Drechsler Memorial	($250.00)
9/29/2026	Transfer to 1000 Islands Endowment Fund	Kristine Serwe - Memorial Donation for Mary Sanderfoot	($100.00)
9/29/2026	Transfer to 1000 Islands Endowment Fund	Paul VanBerkel - Memorial Donation for Mary Sanderfoot	($25.00)
9/29/2026	Transfer to 1000 Islands Endowment Fund	Memorial Tournament Donations for Steve Huston	($525.00)
10/2/2026	General Donations	Collection Bins	$27.00
10/7/2026	Eagle Graphics	Contribution from Fall 2026 Online Goat Apparel Sales	$46.00
10/16/2026	Ellen Hanlon	Donation	$50.00
10/29/2026	Collection Bins		$121.00
10/30/2026	Kaukauna Utilities	2027 Seedling Sale (25% downpayment)	$1,098.93
		TOTAL:	**$ 442.93**

Account: 201-48501-4910 - Env Center Restricted Donate

Date	Name	Memo	Amount
10/31/2026	Journal Entry	Interest on 1000 Islands Restricted Cash	$ 326.85
		TOTAL:	**$ 326.85**

Account: 201-48501-4911 - Fundraising Sales

Date	Name	Memo	Amount
		TOTAL:	**$ -**

Other Donations Received			
10/9/2026	Jennifer Weast	Musky Mount	
10/13/2026	Kurt Kress	Laser-engraved Wooden Tokens	
10/29/2026	Marianne Clark	Plush Bald Eagle	
		TOTAL:	

1000 Islands Environmental Center

October 2026 Naturalist Report

Brad Garrity – Naturalist, 1000 Islands

Admin/Finance

Naturalist Garrity spoke at the Outagamie County Finance Committee budget meeting, thanking the county for their contribution to our operating expenses, highlighting our work and successes from the past year and discussing potential budget challenges in the next year. Their budget will be approved in early November.

There have been no questions from the City Council during the review process as to our operating budget and CIP proposals for 2027.

Education / Programming

In collaboration with Kaukauna Public Library and local scout leaders, a Survival Skills program was held on October 3rd. The theme was fire building and was held in the bug hunt area.

1000 Little Wonders was held on October 9th with the theme "Autumn." Our Storybook walk collaboration with KPL was the same day. Assistant Naturalist Benson also provided self-guided learning, hiking and crafting materials for our special 1000 Little Wonders "Saturday Edition" on October 17th. The "Saturday Edition" provides an opportunity for families and preschoolers who do not have the opportunity to attend the regular monthly Friday program to have a self-guided experience with the same theme.

The 2nd Annual "Trail of Terror" collaboration with KPL was held on Friday October 30th. 521 people did the haunted trail and 250 S'mores were served at the campfire. Donations covered the expenses.

Building and Grounds

Kaukauna High School JET student Onyx Kempen worked at the Center through October 23rd. She helped with various tasks including building and Conservancy Zone Cleanup and gathering program materials.

The Kaukauna Goats wrapped up their work in the Conservancy Zone on October 5th. Around 150 volunteers filled slots for goat watching, including Girl Scouts, students from Kaukauna High School Key Club and Appleton East High School Key Club. Thanks to our fantastic Goat Team for their work organizing and running the daily movement and care of the goats.

Assurance Women's Center rented the building and used the track for their annual Celebrate Life Run/Walk and Silent Auction. Staff assisted with set up and other rental details. The Assurance Center staff and participants enjoy having 1000 Islands as the site for the event, and we will

continue to work with them to use the facility. Future years will require a Special Event Permit from the City due to the inclusion of the public at large, use of amplified sound, and other considerations for use of the track and parking areas.

The annual Fall property walk for 1000 Islands Committee Members was held on October 8th, touring the Kayak trail and Hoersch Memorial Trail.

Work continued on the entryway project. The work was initially projected to be completed by the end of October, but finishing work is stretching into November.

New signage for at the trailheads detailing the Conservancy Zone guidelines have been received from Eagle Graphics. Site Manager Gonnering has begun installation of the signs.

1000 Islands Endowment Fund

October 01, 2026 through October 31, 2026

Fund Activity Summary (Unaudited)

Balance as of October 01, 2026	**$549,697.71**
Contributions	
Donations	$ 925.00
Contributions total	$ 925.00
Fund Fees	
Administrative Fees	$ 278.81
Fund Fees total	$ 278.81
Balance as of October 31, 2026+	**$550,343.90**

1000 Islands Endowment Fund

Fund Financial Information as of October 31, 2026

Amount Available for Distribution^ **$0**

Current Fund Assets

Endowment Fund Pool	$550,343.90
Total	$550,343.90

Outstanding Fund Liabilities

No outstanding liabilities for the fund

Notes to Statements

+ Grants are recorded in the month they are recommended regardless of scheduled payment date(s) and show in "Grants and Scholarships paid" section. The result of this accounting treatment is the fund may show a negative end balance. For example, a fund issues a grant for $30,000 payable over three years. The fund will show a grant paid of $30,000 and the fund balance will be reduced by the full $30,000.

^ If the fund has a multi-payment grant scheduled, the current amount available for distribution will be reduced by the future payments. If the fund has a multi-payment grant, please contact your Community Foundation staff contact to determine the amount available for distribution for the fund.

* Processing Fees include credit card processing fees, stock commissions, and other similar bank fees

*This fund is a component fund of the Community Foundation for the Fox Valley Region ("the Foundation"), and the Foundation has complete and ultimate control of the fund. Furthermore, the fund is governed by the Foundation's Articles and Bylaws (and applicable policies) which require that the Foundation have variance power over all component funds held by the Foundation. This fund is **not** recognized as an agency fund under the Financial Accounting Standards Board ("FASB") Accounting Standards Codification ("ASC") 958-605-15-8.*

1000 Islands Endowment Fund

October 01, 2026 through October 31, 2026

Grants Awarded

No grants were awarded this statement period.