

* AMENDED 1000 ISLANDS ENVIRONMENTAL CENTER COMMITTEE

City of Kaukauna

Nature Center Building

1000 Beaulieu Court, Kaukauna



Thursday, March 17, 2022 at 6:30 PM

AGENDA

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 Committee Minutes of February 17, 2022](#)
5. Financial Report
 - a. [February Financial Report](#)
6. Correspondence
7. The Friends of 1000 Islands Report
8. Naturalist Report
 - a. [February Naturalist Report](#)
 - b. COVID-19 Update
 - c. Discuss potential projects to submit for consideration for American Rescue Plan Act funds
 - d. ***Update on Ash Tree Removal**
9. Committee Reports
 - a. Administrative/Finance Committee Reports
 - i. Approval to purchase a Certificate of Deposit in the amount of \$8086.94 at the best available rate with memorial donations contributed in 2021
 - b. Education Committee Report
 - c. Building & Grounds Committee Reports
10. Old Business
11. New Business
12. Good of the Center
13. Next Meeting - Thursday, April 21, 2022

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.

Minutes for 1000 Islands Environmental Center Committee Meeting on Thursday, February 17, 2022

Members Present: Breitzman, Carlson, Eggleston, Gertz, Manion, Pautz, Van Berkel and White

Not Present: Hietpas, Jakel

Also Present: Debra Nowak and Maureen Feldt

Chair, Manion called the February Committee Meeting to order at 6:31 PM. A quorum is present.

January 2022 Committee Meeting Minutes

Eggleston made a motion to amend the January Meeting Minutes under Friends of 1000 Islands Report to include "Kaukauna High School" in referencing the Environmental Activism Club. Seconded by Carlson. Motion carried.

Van Berkel made a motion to waive the reading of the minutes and approve the amended January 20, 2022 Committee Meeting minutes. Seconded by Gertz. Motion carried.

Public Appearances: None

January Financial Report

Van Berkel made a motion to approve the January 2022 Financial Report. Seconded by Pautz. Motion carried.

Correspondence

The following memorials were received within the last month: \$1,000 in memory of Isie Winus; \$100 in memory of Mary Werner; \$20 in memory for Jim Ebben; and \$1,305 in memory of Thomas Zwicker. We received our first budget installation for 2022 from Outagamie County.

Friends of 1000 Islands Report

Eric is gearing up for the sugar bush season and finalizing this past year's upgrades. Art Fair vendor applications are coming in already. Appreciation Night: Diana Driessen will receive a Lifetime Achievement Award on February 23.

Naturalist's Report

Eagle Days summary was reviewed by all. Deb gave an update on the Tree Seedling Sale. Programming for the summer has been set and several adult programs have been added this year. Approximately 10 ash trees have been cut down in the picnic area with 10 more to be taken down. Deb is working with a non-profit out of Sheboygan for replacement trees.

Pautz made a motion to accept January's Naturalist report and place it on file. Seconded by Gertz. Motion carried.

Admin and Finance Sub-Committee

Van Berkel – Nothing to report.

Education Sub-Committee

Pautz – The goats will be back this year and fencing will be moved to behind the Sugar Shack for better browsing opportunities.

Buildings and Grounds Sub-Committee

Hietpas – Not at meeting and nothing to report.

Old Business

Approval of 1000 Islands Charter. Sec. 1.47. – 1000 Islands Environmental Center Committee. Two options were presented for number (3) Appointments bullet point “b.” The alternate copy that was presented is preferred for the revisions. Van Berkel made a motion to approve the revised copy of Sec. 1.47 with the alternate copy for (3) b. option. Pautz seconded. Motion carried.

New Business

Nothing to report.

Good for the Center

Nothing at this time.

Next Committee Meeting

Next Committee Meeting will be on Thursday, March 17, 2022 at 6:30 PM in-person.

Adjournment

There being no further business, Gertz moved to adjourn the meeting at 7:15 PM. Seconded by Carlson. Motion carried.

Maureen Feldt,
Acting Secretary

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
1	General Ledger - 1000 Islands Environmental Center															
2	January 2022 Budget Analysis															
3																
4	Period:		January Financials													
5																
6																
7																
8	Account			Description			January Actuals		Year to Date Actual				% Var		2022 Budget	
9	REVENUE															
10	201-41110-4100			R/E & P/P Taxes			0.00		0.00				100.00		120,000.00	
11	201-43790-4391			Kaukauna School Dist Aids			0.00		0.00				100.00		15,000.00	
12	201-43790-4392			Outagamie County Aids			5,000.00		5,000.00				67.00		15,000.00	
13	201-46100-4605			General Government			0.00		0.00				0.00		0.00	
14	201-46820-4695*			Env Center Chgs For Service			759.50		759.50				96.00		18,000.00	
15	201-46740-4694			Building Rental (Taxable)			150.00		150.00						0.00	
16	201-46740-4695			Building Rental (Non-Taxable)			400.00		400.00						0.00	
17	201-46740-4696			Programing Fees			25.00		25.00						0.00	
18	201-46750-4716			Gift Shop Sales			184.50		184.50						0.00	
19	201-48100-4810			Interest Income			7,119.81		7,119.81				-19.00		6,000.00	
20	201-48440-4800			Insurance Claims			0.00		0.00				0.00		0.00	
21	201-48500-4913			Memorial Purchases			0.00		0.00				0.00		0.00	
22	201-48500-4914			Education			0.00		0.00				0.00		0.00	
23	201-48500-4915			Building & Grounds Donation			0.00		0.00				0.00		0.00	
24	201-48500-4911			Fundraising Sales			0.00		0.00				0.00		0.00	
25	201-48500-4910			Env Center Restricted Donate			0.00		0.00				0.00		0.00	
26	201-48500-4912			Env Center - Donations			669.00		669.00				97.00		22,000.00	
27																
28				REVENUE TOTALS:			\$13,528.31		\$13,548.31						\$196,000.00	
29																
30	*Env Center Chrgs for Service amount is total for Building Rental (tax & non-tax), Programming Fees and Gift Shop sales.															



	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
31	1000 Islands Environmental Center															
32	Account			Description			January Actuals		Year to Date Actual				% Var		2022 Budget	
33	Expenses															
34	201-56900-5258			Expendable Supplies			0.00		0.00				100.00			2,500.00
35	201-56900-5260			Animal & Bird Care			0.00		0.00				100.00			2,000.00
36	201-56900-5264			Programs			0.00		0.00				100.00			2,600.00
37	201-56900-5276			Conservancy Zone Maint			114.00		114.00				98.00			7,500.00
38	201-56900-5801			Land & Buildings			0.00		0.00				0.00			0.00
39	201-56900-5807			Mach Tools & Instruments			0.00		0.00				0.00			0.00
40	201-56900-5897			Restricted Equipment			0.00		0.00				0.00			0.00
41	201-56900-5898			Restricted Funds			0.00		0.00				0.00			0.00
42	201-56900-5101			Regular Payroll			11,087.07		11,087.07				89.00			150,809.00
43	201-56900-5104			Temporary Payroll			0.00		0.00				100.00			5,740.00
44	201-56900-5119			Longevity Pay			0.00		0.00				100.00			364.00
45	201-56900-5151			Retirement Plan			480.94		480.94				91.00			8,201.00
46	201-56900-5152			Residency			443.94		443.94				89.00			5,918.00
47	201-56900-5154			Social Security			702.34		702.34				91.00			11,620.00
48	201-56900-5157			Group Health Insurance			2,683.43		2,683.43				80.00			23,401.00
49	201-56900-5160			Group Life Insurance			21.23		21.23				87.00			322.00
50	201-56900-5163			Workers Compensation			319.25		319.25				89.00			4,555.00
51	201-56900-5208			Travel Expense			0.00		0.00				100.00			300.00
52	201-56900-5211			Education & Memberships			0.00		0.00				100.00			3,000.00
53	201-56900-5303			Communications			75.00		75.00				92.00			900.00
54	201-56900-5306			Heating Fuels			0.00		0.00				100.00			3,500.00
55	201-56900-5309			Water Sewer & Electric			0.00		0.00				100.00			11,000.00
56	201-56900-5312			Maintenance - Buildings			0.00		0.00				100.00			8,000.00
57	201-56900-5318			Maintenance - Automotive			0.00		0.00				100.00			500.00
58	201-56900-5325			Contractual Services			728.26		728.26				91.00			8,000.00
59	201-56900-5401			Office Supplies			0.00		0.00				100.00			1,500.00
60	201-56900-5431			Postage			0.00		0.00				100.00			100.00
61	201-56900-5499			Miscellaneous			0.00		0.00				100.00			4,000.00
62	201-59200-5710			Trans to Intrnl Service Fund			0.00		0.00				0.00			0.00
63	201-59200-5725			Transfer to Capital Projects			0.00		0.00				0.00			0.00
64																
65				EXPENSE TOTALS:			\$16,655.46		\$16,655.46							\$266,330.00
66																

Naturalist Report

February 2022

Admin/Finance

- Two applications have been received for the Naturalist Intern position. The posting closes on March 11 and interviews will be scheduled shortly after that.

Education

- Our tree seedling sale is going well. We have sold 292 bundles of seedlings and have 168 bundles remaining. We have almost two months left for people to send in orders, so we are confident that most tree species will sell out. Funds raised to date total \$4,250.00
- With schools back to more normal schedules and routines, field trips are back in high demand. Our calendar for Spring and Summer field trips is now full and we are no longer taking additional field trip reservations through the end of August.
- Sugar Bush programming is returning this year. We have 7 groups scheduled to take part over the next few weeks. This includes some Kaukauna schools, homeschool groups, as well as adult and family based organizations. Due to a number of reasons, including fewer volunteers and food licensing requirements, we will no longer be serving pancakes for our maple syrup field trips.
- Kiwanis Pancake & Porkie Breakfast will return this year. It will take place on March 19 from 9:00 AM until noon. Students from the Fox Valley Technical college will help teach participants about the process of making maple syrup.
- Through our bald eagle nest monitoring, we have confirmed that we once again have 3 adult eagles tending to the nest and incubation has begun. We will be watching for brooding as a sign that the eggs have hatched around the end of March.

Building & Grounds

- The Kaukauna Board of Public Works and Common Council have given authorization to seek bids for the replacement of the steps into the Upper Woods. The first advertisement for bids will be posted and bid specifications will be available in mid-March.
- Progress has been made on selling the old tables and chairs from the North American Room. Most of the plastic chairs are now gone and several wooden tables and chairs have been sold as well. I am also working with a number of schools in the district on an art fundraiser where art students will paint or otherwise decorate some of the old wooden chairs which will then be used as silent auction items at the Art Fair in May with proceeds benefiting 1000 Islands. St Ignatius, Riverview Middle School and Electa Quinney teachers have expressed an interest in taking part.
- Prep work for the new goat browsing enclosures has begun with the goal of having new browsing areas ready for fencing by mid-April.