

# GRIGNON MANSION BOARD

City of Kaukauna  
**Council Chambers, 1st Floor**  
Municipal Services Building  
144 W. Second Street, Kaukauna



Monday, February 13, 2023 at 5:30 PM

## AGENDA

### In-Person

1. Roll Call
2. Welcome Others in Attendance
3. Reading and Approval of Minutes
  - a. [Approve Minutes from November 28, 2022](#)
4. Report from the City
  - a. Collections Project
  - b. 2023 Open Season & Event Update
5. Reports from Friends
  - a. Finance Reports
6. Report from the Chair
7. Other Business
8. Set Next Meeting Date and Location
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, November 28, 2022

The meeting was called to order by Pennie Thiele at 5:30 PM in the Municipal Services Building Council Chamber

## Roll Call

Present – Pennie Thiele, Gavin Schmitt, Christina Crook, Al Borchardt, Patty Brogan

Absent – Sandy Coenen, Shellee Jackels, Bruce Werschem

Others in Attendance – Cassidy Mickelson

## Review/Approve Minutes from October 24, 2022, Meeting

- Motion by Patty Brogan to approve meeting minutes. Seconded by Al Borchardt. Motion Unanimously Approved.

## Report from the City

- Grignon Mansion Repairs
  - The third floor furnace was not working and has been replaced with a whole new furnace because the part needed was on national back order. When the new furnace was replaced, it was found that the true issue was that the output pipe was blocked.
  - Volunteer blacksmith, Dave Shearier, completed the stair railings on the front and back steps. The materials for the rails were donated to the Friends of the Grignon Mansion by Bassett Mechanical. The City of Kaukauna Street Department welded the railings together and installed them. In the spring, the rails will be removed and painted.
- 2023 Goals and Projects
  - Continue work with 1000 Islands Environmental Center, Kaukauna Public Library and Recreation Department to create joint events and cross-promote programs.
  - Create and implement Grignon Mansion membership program.
  - Establish new seasonal hours and programming to better utilize staff and volunteer time.
  - Rewrite agreement between the Friends of the Grignon Mansion and City of Kaukauna to reflect roles and responsibilities.

## Report from Friends

- Grant Money Account - Beginning balance of \$30,027.17, and ending balance of \$30,027.17.
- Savings Account - Beginning balance of \$100.16, and ending balance of \$100.16.
- Original Checking Account - Beginning balance of \$52,082.46, ending balance of \$51,261.39, with \$2,409.65 in total deposits and \$3,230.72 in total withdrawals. Available non-designated funds \$38,715.60.60.

## Report from the Chair

- The City Council and staff is on board with keeping Executive Director position in the 2023 budget and for the next 5 years.

## Other Business

- Gavin Schmitt finished draft of Grignon Family genealogy

## Set Next Meeting Date and Location

- Monday, January 23, 2023 at 5:30 PM in the Council Chambers

**Adjourn at 6:03**

- Motion by Gavin Schmitt. Seconded by Christina Crook. Motion Unanimously Approved.

DRAFT