



In-Person

1. Call to Order
2. Roll Call - Verification of a quorum
3. Public Appearances
4. Reading and Approval of Minutes
 - a. [1000 Islands Environmental Center Committee Minutes of February 20th, 2025](#)
5. Financial Report
 - a. [February 2025 Financial Report](#)
6. Correspondence
 - a. [February Donation Report](#)
7. The Friends of 1000 Islands Report
8. Naturalist Report
 - a. [February Naturalist Report](#)
9. Committee Reports
 - a. Administrative/Finance Committee Reports
 - b. Education Committee Report
 - c. Building & Grounds Committee Reports
10. Old Business
 - a. Honey Bee Hive Update
 - b. Boardwalk Project
11. New Business
 - a. Goats on Site June 9th - 23rd
 - b. Eagle Project
12. Good of the Center
13. Next Meeting - Thursday, April 17, 2025
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 20, 2025

Members Present Hietpas, Jakel, Rumbuc, Eggleston, Manion, White, Breitzman, and West

Not Present Van Berkel, and Pautz

Also Present Brad Garrity, Cassandra Kohls, and Terri Vosters

White called the meeting to order at 6:31 PM. A quorum was present.

Public Appearances None

January 16, 2025, Committee Meeting Minutes

Manion moved to approve the January 16, 2025, meeting minutes; seconded by Breitzman. Motion carried.

Financial Reports

The Committee reviewed the January financial report and Donation Report. Garrity stated Friends donated the Eagle Days collection bin proceeds to 1000 Islands. The donation will be utilized to repair the popcorn machine. Eggleston requested a 2024 Year End Endowment Statement. Eggleston made a motion to approve and place on file the January financial report and donation report; seconded by Jakel. Motion carried.

Friends of 1000 Islands Report

Hietpas reported that preparations for the Pancake and Porkie breakfast are underway, with a sign-up sheet available at the Nature Center. Art Fair applications are open, and Hietpas plans to increase the number of vendor booths from 50 to 55.

Naturalist's Report

Garrity reviewed the Naturalist Report. Eagle Days attendance was slightly down from last year. Kim Cackowski from the Kaukauna Public Library provided a good program. WFRV interviewed 1000 Islands staff. More donation boxes will be placed out for the event next year.

The Junior Naturalist program was successful with about 10 students attending each session. Students will create a toolkit to teach their skills.

Boardwalk construction paused due to weather; bridges are built, land sections remain. Trails were disconnected for 5 days.

The nature center siding replacement is getting underway. Coordination with the Street Department is ongoing, with materials planned to be staged on the track. Eggleston inquired about the scope of the project. Garrity confirmed the whole building is being resided. The nature center roof was inspected by Security Luebke. The roof is structurally sound but needs replacement soon. Areas were noted to have bare spots, raised nails, and missing granules.

Garrity shared Gonnering's idea for a skating rink at 1000 Islands. The Street Department offered to donate a used liner from Horseshoe Park next winter.

Gonnering participated in the City of Kaukauna Safety Committee meetings. He suggested fixing the bridge by the kayak launch; a temporary fix is in place, with a new bridge planned when weather improves. Materials will come from Radtke.

Staff requested a crosswalk at the Valley Trail on Dodge St. Manion estimated \$25,000 for a lighted crosswalk. A bike lane with outlets at Dodge St was discussed.

A bird diorama display was completed with help from Diane White, Kat Berge, Deb Jakel, Penni Pautz, and Eric Gonnering. Board members were thanked.

Outagamie County Land Conservation Department is writing a cost-share grant for gully erosion and agricultural runoff, proposing a step pool project.

Garrity coordinated the Bald Eagle Nest Watch program and is a nest watcher at 1000 Islands. Eggleston suggested sharing the program on social media. Hietpas suggested installing a camera on the eagle's nest on 1000 Islands property.

Admin and Finance Sub-Committee

No report

Education Sub-Committee

No report

Building & Grounds

No report

Old Business

None

New Business

Friends is accepting volunteers for Pancake and Porkie Breakfast. Friends will purchase supplies. Flyers have been handed out. Eggleston posted in a newsletter. A quarter-page ad was posted in the Post Crescent in Kaukauna and Wrightstown.

Hietpas announced that sap collection will start this weekend. Garrity stated 1000 Islands staff will be assist with sap collection. Hietpas also plans to raise maple syrup prices and proposed changes to the syrup labels and bottles.

Good of the Center

The Committee Member listing was reviewed.

Next Committee Meeting

The next Committee Meeting will be on March 7, 2025, at 6:30 PM in the Nature Center building.

Adjournment

There being no further business, White moved to adjourn the February 20, 2025, Committee Meeting at 7:29 PM. Seconded by Hietpas. Motion carried.

Cassandra Kohls, Administrative Assistant

**City of Kaukauna
1000 Islands Environmental Center
Budget vs. Actuals
From January to February 2024**

Account	February Actuals	YTD Amount	Budget Amount	Amount Over Budget	% of Budget
Ordinary Income/Expense					
Income					
4391 - Kaukauna School Dist Aids		\$0.00	\$15,000.00	(\$15,000.00)	0.00%
4392 - Outagamie County Aids		\$10,000.00	\$10,000.00	\$0.00	100.00%
4694 - Facilities/Building Rental (Taxable)	(\$9.44)	\$165.56	\$1,500.00	(\$1,334.44)	11.04%
4695 - Facilities/Building Rental (Non-Taxable)		\$200.00	\$500.00	(\$300.00)	40.00%
4696 - Programing Fees	\$175.00	\$527.00	\$7,000.00	(\$6,473.00)	7.53%
4716 - Gift Shop Sales	\$2.03	\$566.78	\$6,000.00	(\$5,433.22)	9.45%
4802 - Donations & Contributions	\$3,974.12	\$40,086.12	\$45,000.00	(\$4,913.88)	89.08%
4810 - Interest Income		\$741.17	\$7,500.00	(\$6,758.83)	9.88%
4911 - Fundraising Sales	\$905.97	\$1,165.97	\$0.00	\$1,165.97	0.00%
4912 - Animal Care - Jabber	\$40.00	\$60.00	\$0.00	\$60.00	0.00%
4913 - Memorial Purchases	\$1,200.00	\$1,200.00	\$0.00	\$1,200.00	0.00%
Total - Income	\$6,287.68	\$54,712.60	\$92,500.00	(\$37,787.40)	59.15%
Expense					
5101 - Regular Payroll	\$14,122.29	\$24,971.46	\$179,421.00	(\$154,449.54)	13.92%
5104 - Temporary Payroll		\$0.00	\$6,620.00	(\$6,620.00)	0.00%
5107 - Overtime Pay	\$9.41	\$9.41	\$0.00	\$9.41	0.00%
5151 - Retirement Plan	\$840.76	\$1,484.48	\$10,599.00	(\$9,114.52)	14.01%
5154 - Social Security	\$918.51	\$1,636.06	\$12,152.00	(\$10,515.94)	13.46%
5157 - Group Health Insurance	\$3,742.48	\$7,872.96	\$41,310.00	(\$33,437.04)	19.06%
5160 - Group Life Insurance	\$12.62	\$25.24	\$133.00	(\$107.76)	18.98%
5163 - Workers Compensation	\$283.25	\$666.22	\$3,767.00	(\$3,100.78)	17.69%
5205 - Seminar Expenses		\$0.00	\$2,500.00	(\$2,500.00)	0.00%
5208 - Travel - City Business		\$0.00	\$200.00	(\$200.00)	0.00%
5211 - Education & Memberships		\$0.00	\$500.00	(\$500.00)	0.00%
5260 - Animal & Bird Care	\$47.38	\$96.60	\$2,000.00	(\$1,903.40)	4.83%
5264 - Programs	\$307.57	\$764.88	\$4,500.00	(\$3,735.12)	17.00%
5276 - Conservancy Zone Maint		\$0.00	\$4,000.00	(\$4,000.00)	0.00%
5303 - Communications	\$50.00	\$100.00	\$900.00	(\$800.00)	11.11%
5306 - Heating Fuels	\$502.21	\$502.21	\$3,000.00	(\$2,497.79)	16.74%
5309 - Water Sewer & Electric	\$816.45	\$816.45	\$10,000.00	(\$9,183.55)	8.16%
5312 - Maintenance - Buildings	\$316.65	\$366.68	\$4,500.00	(\$4,133.32)	8.15%
5315 - Maintenance - Office Equipment	\$118.21	\$243.19	\$1,500.00	(\$1,256.81)	16.21%
5318 - Maintenance - Automotive		\$0.00	\$500.00	(\$500.00)	0.00%
5325 - Contractual Services	\$887.50	\$1,772.54	\$12,000.00	(\$10,227.46)	14.77%
5334 - Printing Expense		\$0.00	\$400.00	(\$400.00)	0.00%
5401 - Office Supplies	\$32.76	\$71.39	\$600.00	(\$528.61)	11.90%
5404 - Clothing Expense		\$0.00	\$700.00	(\$700.00)	0.00%
5407 - Automotive Supplies		\$0.00	\$300.00	(\$300.00)	0.00%
5410 - General Supplies		\$1.53	\$1,500.00	(\$1,498.47)	0.10%
5416 - Custodial Supplies	\$139.17	\$295.46	\$1,000.00	(\$704.54)	29.55%
5431 - Postage		\$0.00	\$100.00	(\$100.00)	0.00%
5440 - Concession Product	\$97.09	\$354.78	\$3,700.00	(\$3,345.22)	9.59%
5499 - Miscellaneous	\$17.64	\$17.64	\$1,500.00	(\$1,482.36)	1.18%
5897 - Restricted Funds - Animal Care/Jabber	\$79.43	\$79.43	\$0.00	\$79.43	0.00%
5898 - Restricted Funds	\$3,820.12	\$3,820.12	\$0.00	\$3,820.12	0.00%
Total - Expense	\$27,161.50	\$45,968.73	\$309,902.00	(\$263,933.27)	14.83%
Net Income	(\$20,873.82)	\$8,743.87	(\$217,402.00)	\$226,145.87	-4.02%

Lines bolded in red are 201 accounts

1000 Islands Donation Report

Donations Posted: February 2025

Account: 201-48501-4802

Date	Name	Memo	Amount
2/5/2025	Kaukauna Utilities	2025 Seedling Sale - final payment	\$ 3,820.12
2/7/2025	General Donation	Collection bins	\$ 26.00
2/14/2025	Chris Bevers	Memorial Donation for Shirley Ann Schmidt	\$ 100.00
2/17/2025	General Donation	Eagle Days - collection bins	\$ 128.00
2/18/2025	Marion R. Lemke Trust	Memorial Donation	\$ 133.03
		TOTAL:	\$ 4,207.15

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

Date	Name	Memo	Amount
		TOTAL:	\$ -

Account: 201-48501-4912 - Jabber

Date	Name	Memo	Amount
2/21/2025	Jabber - Gift Shop Merchandise		\$ 40.00
		TOTAL:	\$ 40.00

Other Donations:

1/17/2025	Dawn Derecks	Turtle dock, fish filter, fish heater	
2/21/2025	Sharon Vaughan	Spotting scope and accessories	\$150 (estimated value)

1000 Islands Environmental Center

February 2025 Naturalist Report

Brad Garrity – Naturalist

Terri Vosters – Director, Community Enrichment

Community Enrichment Update

- David and Allison are progressing in their roles and taking on the heavy lifting of their duties.
- Hiring for Pool and Program personnel is under way. Interviews are happening in early March.
- Summer programming information has been collected and is being compiled into RecTrac and the Summer Rec Guide.
- Bands for Electric City River Jam have been announced and planning for the event continues.

1000 Islands Update

Education / Programming

- Not many field trip groups in February, but we did have most of the trips that were canceled due to the deep freeze in January reschedule and attend in February.
- Brad worked at an off-site program at Park School teaching and doing experiments about weather with the 5k classes.
- Kat attended the first NEWNA meeting of 2025 at NEW Zoo in Green Bay. The meeting included sessions on conservation, empathy in programming and staff training, nature play with a tour of the zoo's Discovery Zone. The roundtable discussion of current topics included memberships, capital campaigns, reaching new audiences for programming (Kat explained our new Jr Naturalist program built to target middle schoolers,) K-12 public school standards and communication with educators, land management for education, and potential benefits of NAAEE. Kat also got to hang out with a penguin!
- We have added an Earth Day Celebration Wellness Day on Saturday, April 19th. We are offering adult and family yoga in the morning, healthy snacks all day, a reading of "The Lorax" by Dr. Seuss, a special self-guided scavenger hunt hike, and also the opening gala of the Riverview Student Art Show at 1000 Islands!

- Summer public programming has been finalized. We have a very busy, full, and fun summer planned! Highlights include:
 - Fox-Wolf Watershed Clean Up
 - 41st Annual Friends of 1000 Islands Natures Images Art Fair
 - Birdhouse Building Clinics
 - Return of the Kaukauna Goats
 - 1st Annual Garlic and Dame Games and Service Saturdays
 - 1000 Little Wonders EXPLORERS! And special Saturday Edition
 - Brownie and Daisy Scout Clinics
 - Plein Air Painting Clinic
 - New Pollinator Week events and Trivia Pizza Party
 - Hike with a Naturalist – Konkapot Creek (with dogs), Island #3
 - The Great Kaukauna “Campout” – Community Campfire
 - Planet Defender Camp / Basic Survival Camp
 - Owl Fun with Ann and Fran
 - World Snake Day Celebration w/ Steve Keller Travelling Snake Show
- Our Moonlight Hike scheduled for February 14th was postponed due to the weather. The event was rescheduled for March 7th, 2025.
- We had our first snowshoe season since 2019, and the first since replacing the old wooden snowshoes! Past years did not have enough snow for us to offer rentals. Unfortunately, it lasted all of one week, but we were happy to be able to get some use from our new snowshoes for the first time. Brad contacted the Principal at Quinney Elem to offer to bring the snowshoes to the school for a day in thanks of their donation contribution towards the snowshoes a few years ago but got no response. Will try again next year.

Building and Grounds

- Radtke continues work on the boardwalk and is nearing completion and should be finished in March. Finishing work on the railings will occur once the ground has adequately thawed and settling had happened.
- The Street Department crew started work re-siding the building at the end of February. Work continues into March and should be complete by the end of the month. We have updated a few of the exterior lighting fixtures and some sections of soffit. We will be purchasing a new 1000 Islands sign for the exterior of the building to replace the old wooden letters.
- Outagamie County approved our proposed “Trail Xing” signage for the crossings to the Upper Woods at the stairs and at the Valley Trail. Eric will work with Street Dept to have them made and installed.

- We have decided to go back to using triclopyr herbicide for treating cut buckthorn and other invasive woody shrubs. We were recently using Tordon (Picloram) but upon receiving new information and assessing our property and invasive control needs, have determined that it is not the best option for our conservancy zone.

Admin/Finance

- Cassie Kohls celebrated her 1-year anniversary with 1000 Islands/City of Kaukauna in February.
- Eric Gonnering and Kat Berge both passed their 6-month marks in February.
- Terri completed our 2025 Bird City application. Mayor Penterman will be issuing a proclamation marking World Migratory Bird Day and we will offer a birdhouse building public program in May to complete the necessary requirements for the Bird City designation.
- Upon reviewing the test pages of the new City website and getting more information about the functionality, we have decided to shut down our independent site and build our pages within the City's website once our hosting contract is up. This will be a money saver for us to better use money donated by Friends for other needs and be a time saver by eliminating the need to update information on both the 1000 Islands site/calendar as well as the City's page and calendar. We recently renewed our hosting, so this will be a project we work on over the course of the next 6+ months. We will be making updates to our current site this Spring to remain current and make changes to enhance the user experience until we are ready to integrate with the City.
- The 2025 Seedling Sale is underway. Order forms have gone out with the February KU utility bills and orders are coming in.