

GRIGNON MANSION BOARD

City of Kaukauna

Hydro View Room, 1st Floor

Municipal Services Building

144 W. Second Street, Kaukauna



Monday, November 27, 2023 at 5:00 PM

AGENDA

In-Person

1. Roll Call
2. Public Appearances
3. Reading and Approval of Minutes
 - a. [Approve October 23, 2023 Meeting Minutes](#)
4. Report from the City
5. Reports from Friends
 - a. Financial Report
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, October 23, 2023

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, Bruce Werschem, Sandy Coenen, Christina Crook, Gavin Schmitt, Pennie Thiele

Absent - Patty Brogan

Others in Attendance – Terri Vosters, Cassidy Mickelson

Review/Approve Minutes from August 28, 2023 Meeting

- Motion by Sandy Coenen to approve meeting minutes. Seconded by Al Borchardt. Motion Unanimously Approved.

Report from the City

- Strategic Plan
 - After quite a bit of conversation regarding next steps for large projects at the Grignon Mansion, it has been decided that a strategic plan outlining, mission, vision, and goals for the site is the direction to go in. Mickelson will look for organizations to partner with to get the process going. The Friends of the Grignon Mansion currently have grant funding specifically for long term planning that could be utilized for this project.

Report from Friends

- Financial Reports
 - August 2023
 - Grant Money Account - Beginning balance of \$30,049.64, ending balance \$30,049.64.
 - Checking Account - Beginning balance of \$3,361.52, ending balance \$7,176.40, with total deposits of \$16,154.50 and total withdrawals of \$9,539.87.
 - Savings account – Beginning balance of \$41,945.45, ending balance of \$44,945.45.
 - September 2023
 - Grant Money Account – Beginning balance of \$30,049.64, ending balance \$40,049.64.
 - Checking Account – Beginning balance of \$7,176.40, ending balance \$3,009.23, with total deposits of \$30,538.53 and total withdrawals of \$22,816.03.
 - Savings account – Beginning balance of \$41,945.45, ending balance of \$21,945.45.
 - Grignon Mansion CD – Balance of \$25,000.

Report from the Chair

- Grignon Park Winter Project Update
 - The Kaukauna High School Civics class presented to the Board of Public Works on Monday, October 16. They are determined the project will be at Lower Grignon Park with a tow rope, ice rink, and a new building in place of the current pavilion. Class teacher Tim Roehrig says the Fox Cities Convention & Visitors Bureau is on board with assisting to fund a winter destination in the Fox Valley. There was no clear direction, but a lot of what is proposed falls back on the City Staff. The class wants to create a

space competitive with Ahrens Hill & Skate Rink in Green Bay. It was asked if the class could do the project elsewhere in the City of Kaukauna and the class said no.

- Grignon Mansion Executive Director Position
 - There has been several conversations about combining the Grignon Mansion Executive Director role with other community enrichment responsibilities. Based on the recommendation of the Common Council, the roles will be combined and renamed the Community Enrichment Program Manager. Staff and Council Members have guaranteed that 75% of the position will still support the Grignon Mansion and 25% of the position will support Live! from Hydro Park, the Farmer's Market, and City special events. This creates job security for the Executive Director so they do not have to fundraise for their salary. This also guarantees that a position supporting the Grignon Mansion will not go away. The Council is committed to the position. Part-time staff will be hired to oversee additional responsibilities under the Community Enrichment Program Manager and be cross trained to work at the Grignon Mansion events. The Friends of the Grignon Mansion will be expected to take back some of the leg work for large events at the Grignon Mansion with the support of the Executive Director and other part-time staff.

Other Business

- An eagle scout has finished a woodshed next to the Blacksmith Shop on the Grounds.

Set Next Meeting Date and Location

- Monday, November 27, 2023, at **5:00 PM** in the Hydro View Room.

Adjourn at 5:46 PM

- Motion by Bruce Werschem. Seconded by Sandy Coenen. Motion Unanimously Approved.