

Minutes for 1000 Islands Environmental Center Committee Meeting Held via Teleconference on Thursday, June 18, 2020

Members Present: Driessen, Gertz, Hietpas, Jakel, Manion, Pautz (arrived 6:40), and McGinnis

Not Present: Carlson, Van Berkel and Van Groll

Also Present: Deb Nowak and Maureen Feldt

The meeting was called to order by Chair, Hietpas at 6:31 p.m. Quorum is present.

May 2020 Committee Meeting Minutes

McGinnis made a motion to approve the May 21, 2020 Committee Meeting minutes. Seconded by Gertz. Motion carried.

May Financial Reports

Gertz made a motion to approve the May 2020 Financial Report. Driessen seconded. Motion carried.

Correspondence

Nowak reported that the Friends received a \$5,000 unrestricted donation from the Nelson Family via the Community Foundation. McGinnis made a motion to accept this letter and place it on file. Manion seconded. Motion carried.

Feldt reported on May's donations and memorials that were received.

Friends of 1000 Islands Report

The Committee did not meet in May due to current health concerns, but will meet in July at the Center. All of the maple syrup has been processed and is available in the Gift Shop. Hietpas thanked Deb and Haylee for completing the canning.

Naturalist's Report

Review of the May Naturalist's report. Driessen made a motion to accept May's Naturalist's Reports and place it on file. Seconded by Manion. Motion carried.

COVID-19 Update

The Center's lobby opened on June 1st. There has been a steady increase in visitors coming into the building. Many visitors are borrowing nets to go cray fishing and items have been selling in the gift shop. The trails and Conservancy Zone continue to be very busy. No set date yet to open the entire building to the public.

Admin and Finance Committee

Nothing to report.

Education

Jakel complimented the staff on all of the excellent educational Facebook posts that have been completed. Great outreach and information for parents and teachers to use.

Buildings & Grounds

Nelson Overlook Site Plan report was distributed. Discussion on the staircases having a uniformed look and extra expense with the stairs, having enough room in the parking lot area and deck railing that could be eliminated to save on cost.

McGinnis made a motion to approve the site plans and proceed to provide the plans to the Board of Public Works for review and approval with final approval from the City Council. Seconded by Driessen. Motion carried.

Old Business

A follow-up question on the budget line item "Janitorial Services" title being misleading as it encompasses more than just janitorial work. Staff contacted the City Finance Dept. and "Janitorial Services" has been changed to "Contractor Services".

Question on the amount raised on the seedling sale and it was reported that over \$3,600 came in.

New Business

Director's Laptop Replacement ó Deb is requesting replacement of her 7 year old laptop as it is not working properly especially when utilizing it for video editing, virtual programming, etc. for Facebook posts. Budgeted money is available in the Equipment Replacement and Office Supplies accounts. Manion made a motion to approve spending \$2,800 to replace the Director's laptop computer. McGinnis seconded. Motion carried.

New Donation Box Outside ó Question on how donations have been coming in. Nowak noted that it has been slow.

Good for the Center

Nothing to report.

Next Committee Meeting

Next Committee Meeting is scheduled for Thursday, July 16, 2020 at 6:30 p.m. at the Nature Center.

Adjournment

There being no further business, Jakel moved to adjourn the meeting at 7:05 p.m. Manion seconded. Motion carried.

Maureen Feldt
Acting Secretary