



Friday, September 5, 2025, at 8:30 AM

**Kress Pavilion Committee Meeting Agenda
Donald & Carol Kress Pavilion – History Room
7845 Church Street, Egg Harbor, WI, 54209**

1. Call the Meeting to Order
 - Mike Johnson called the meeting to order at 8:34 AM.
 - Committee members in attendance: Natalie Morgan, Kaaren Northrop, Liz Heller, Mike Johnson
 - Committee members absent: Steve Hamming
 - Staff members in attendance: Madison Dietzen, Alex Cole, Dixie Jorns

2. Approve the Agenda
 - **Kaaren motioned to approve the agenda as presented, Liz Heller seconded, motion carried.**

3. Approve August 8, 2025 Kress Pavilion Committee Meeting Minutes
 - **Kaaren motioned to the August 8, 2025 meeting minutes, Mike Johnson seconded, motion carried**

4. Open Session
 - No discussion.

5. Green Tier August Report
 - No discussion.

6. August 2025 Manager Report
 - Dixie Jorns said that they didn't have internet for the past couple of days. She said that Frontier had an Egg Harbor outage for two days. She said that August was really busy. She said that as YMCA group of 20 kids 8 adults came out of Sturgeon Bay for Story time and she is hoping to start a collaboration with them.
 - Kaaren Northrop asked if you do story time upstairs. Dixie Jorns answered that in August she did because there were more kids but I usually do it in the kids room.
 - Dixie Jorns said that we had the eggs here in August and it brought in a lot of people. In the Makers Space we finished up the summer reading program and did tie dye shirts. She said that these are the kinds of projects she would like to incorporate more in the Makers Space for children. She said that they started adult craft night on the last Tuesday of the month and there was a great turnout. Book club had 17 people this month. She said that the library of things cabinetry has not been installed yet and they talked about maybe having a weight in the back to make it more stable.
 - Alex Cole reviewed the Kress Pavilion Manager's report with the Kress Committee.
 - We are still waiting for the blind motors to be ordered.
 - The Great Hall lighting presets have been unprogrammed. NEI will be on site this week or next to reset the programming.
 - Pro Lawn was on site on August 25th to take care of the first weed treatment and should be back in the middle to end of September to finish the treatment plan.
 - Microphone 1 in the Great Hall is dying. They do not manufacture the current microphone/receiver system that we have. Camera Corner is looking into getting us a quote for a new microphone – estimate around \$1,500

- Aysha has put in her notice that she will not be coming back to the Kress in her part time capacity this Fall. She is planning to help out with weddings next season. Alex plans to start the search for a new part time marketing assistant in the next few months to ideally start in March/April 2026.

7. Parking Lot Signage

- Alex Cole's executive summary: *Looking to purchase two signs for the parking lot.*
 1. *No 24 hr Parking for Car Charging Stations – to be located in front of the car charging station.*
 2. *No Long Term Parking – for the rest of the parking lot.*
To eliminate the liability on our end of cars do parking the lot for longer than listed on the signage.
- Alex Cole said that shortly after last month's meeting there was a tesla that was parked at the EV Chargers for 3 days and when I reached out to the Sheriff's department, they said that it would be at the Kress' expense to have it towed since we do not have towing signage. She said that she would also like to put no 24 hour parking. Camera enforced – violaters may be towed.
- **Kaaren Northrop motioned to approve the signage as noted no more than \$200, Liz Heller seconded, motion carried.**

8. Moss Art Donation

- Alex Cole's executive summary: *A moss art piece was donated to the Pavilion following the EggStravaganza Gala/Artist Reception on August 22nd. This was hanging on the nail on the fireplace in the Great Hall for the event. Included on Page 2 is an image of the Moss Art.*
- Kaaren Northrop thought that we have a document to be filled out so we can officially say yes or no. Alex Cole will investigate finding the document and have the person fill out the form and bring it back to next month's meeting.

9. Microphone Replacement in Great Hall

- Alex Cole's executive summary: *During the EggStravaganza Auction when announcements were being made utilizing Microphone 1, the music needed to be muted completely to be able to hear the announcements via the microphone. The system is set up to work in that if music is playing through the system and the microphone are being utilized the microphone volume overpowers the music to be able to have both entities on at the same time. I had Camera Corner on site 9/3 to look at the system and found out that Microphone 1 is dying. They do not manufacture the current microphone and receiver anymore. We will need to replace the microphone and receiver.*
- **Mike Johnson motioned to approve up to \$2000 to replace the microphone per discussion, Kaaren Northrop seconded, motion carried.**

10. Open Session

- Mike Johnson asked if Alex Cole could still put that post about the opening in October on facebook still. Alex answered that she could post it.
- Kaaren Northrop asked if there a plan to plant another tree where the one was lost during the storm. Alex Cole answered yes, and there is still a bunch of roots that need to be cleaned up. The friends group is seeking donations for a replacement trees. Liz Heller suggested looking into a mountain ash tree.

11. Next Meeting Time & Date – Friday, October 3, 2025

- Budget meeting

12. Adjournment

- **Mike Johnson made a motion to adjourn, Kaaren Northrop seconded, motion carried.**
- The meeting adjourned at 9:27am.

The meeting minutes were completed on September 5, 2025, by Madison Dietzen. Meeting minutes to be reviewed and approved on October 3, 2025.

Bold – Official Action