



Friday, October 3, 2025, at 8:30 AM
Kress Pavilion Committee Meeting Minutes
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 8:31 am.
 - Committee members in attendance: Kaaren Northrop, Liz Heller, Mike Johnson, Steve Hamming
 - Committee members absent: Natalie Morgan
 - Staff members in attendance: Madison Dietzen, Alex Cole

2. Approve the Agenda
 - **Kaaren Northrop motioned to approve the agenda as presented, Steve Hamming seconded, motion carried.**

3. Approve September 5, 2025, Kress Pavilion Committee Meeting Minutes
 - **Liz Heller motioned to the September 5, 2025 meeting minutes, Kaaren Northrop seconded, motion carried**

4. Open Session
 - Liz Heller asked if she could buy some fake boughs for the winter décor that will last for every year instead of having to cut a bunch from trees. Alex Cole said that she is in Green Bay weekly and she will check out Hobby Lobby and buy some. Liz also asked if she can put a pumpkin there. Alex said the next two weddings are not fall themed so she put them out prior to pumpkin patch.

5. Green Tier August Report
 - No discussion.

6. September 2025 Manager Report
 - Alex Cole presented Dixie's Report. September remained busy in the library. The transient activity has slowed down. There were 20 people who attended the open craft night to get ready for next month's activity. Dixie is diving into story time and is going to continue that during the winter months. Book Club had 12 members attend. Acoustic Jam is still attended really well. The Library of Things cabinet was installed. We are getting ready for the book sale for pumpkin patch.
 - Alex Cole reviewed the Kress Pavilion report with the committee.
 - The countertop has been installed in the History Room.
 - Lighting/Blinds: Alex followed up with BSI the company that services the shades and they are waiting to hear back from Mecho directly on getting the replacement motors/if they are covered under warranty. She has had weekly calls out to BSI and is still waiting to hear back on the motors.

- Camera corner was able to fix the microphone by sending in a piece to be adjusted. Total cost should be under \$500 for the part.
- The Kress has hosted 19 weddings & 8 rehearsals with 7 weddings between now and the end of the year. Kirsten and Allie are both on board to continue. We have booked our first 2027 wedding. Many bridal shower & baby shower inquiries have been coming in for this winter. They had another wonderful review from a September wedding.
- Kaaren Northrop asked if we have gotten anywhere with the celebrations of life. Alex Cole answered that we get a couple celebrations of life and she has passed the information to all of the churches around.

7. Fiscal Year 2026 Budget Follow Up

- The Committee made no changes to the draft 2026 fiscal year budget.
- **Steve Hamming motioned to recommend the 2026 fiscal year budget to the Village Board for approval, Liz Heller seconded, motion carried.**

8. Open Session

- Mike Johnson asked if we have rebooked anything for the October 18th date. Alex Cole answered no, we posted it but nothing has been booked on that date.

9. Next Meeting Time & Date

- No November meeting. The next meeting is scheduled for December 5, 2025 at 8:30 am.

10. Adjournment

- **Mike Johnson made a motion to adjourn, Kaaren Northrop seconded, motion carried.**
- The meeting adjourned at 9:16 am.

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

Bold – Official Action