



**Friday, December 5, 2025, at 8:30 AM**

**Kress Pavilion Committee Meeting Minutes**

**This meeting will be conducted in person at the Donald & Carol Kress Pavilion – History Room  
7845 Church Street, Egg Harbor, WI, 54209**

**1. Call the Meeting to Order**

Johnson called the meeting to order at 8:33 AM. Those in attendance were Michael Johnson, Kaaren Northrop, Liz Heller, Steve Hamming, Alex Cole, Megan Sawyer, and Dixie Jorns the Egg Harbor Library Branch Manager. Natalie Morgan was absent.

**2. Approve the Agenda**

Northrop moved to approve the agenda, second by Heller, motion carried.

**3. Approve October 3, 2025 Kress Pavilion Committee Meeting Minutes**

Northrop moved to approve the October 3, 2025 Kress Pavilion Committee Meeting Minutes, second Heller, motion carried.

**4. Open Session**

Northrop discussed that at the Parks & Public Works Committee it was discussed that maybe some Christmas lighting should be added on Church Street around the Kress.

Sawyer suggested that it might be worthwhile to look into having a company put up some holiday lighting on the Kress property, especially if the Holly Days event would be incorporated at the Kress.

**5. Green Tier October Report**

The committee reviewed the October Green Tier Report.

**6. October / November 2025 Manager Report**

Dixie Jorns provided an update on the library. The library has gotten much quieter and she would love to have Santa back at the building. The Egg Harbor Business Association had to post a notice on the door indicating where Santa was.

The Kress didn't have an elf this year however, many people came looking for an elf and asking for elf hunt worksheets.

150 craft kits were handed out. Northrop suggested Jorns and Cole put together their review of the buildings experience with Holly Days and make some suggestions for next year. Jorns and Cole will do so and Cole will attend the next EHBA meeting to discuss with the EHBA Board.

Bottle cutting was last month's the project in the Maker Space and close to 50 people participated.

The library was lucky enough to get a grant to do some additional programs in the Maker Space with instructors which have been well attended.

Fuse glass ornaments is the current Maker Space project and there has been a great turnout.

The library is starting a silent book club in January. Silent book clubs are a national thing. This will be a program once a month starting at 6:00 PM where participants come in and read

silently for a half an hour and then afterward there is a discussion on what everyone was reading.

The library is starting a restructuring project in January. Jorns doesn't think this site will be impacted by the restructuring and everything will remain status quo.

There has been a new display table set up near the library desk.

Cole reviewed her October and November report. Cole is working through an issue with blinds and the doors. Ralph's Hardwood will be onsite next Monday/Tuesday to get the floors cleaned and reoiled like they did last fall. The treatment of the lawn was completed in the second week of October and we will need to wait until spring to see if any additional application is required. The committee would like Cole to follow up with Ralph's Hardwood to determine if there is any treatment that would help the floor on the first floor of the building.

The Great Hall fireplace will not turn off, so Cole has the circuits turned off for both fireplaces. Northrop suggested turning the breaker back on to see if the Great Hall fireplace stays off and if so, this would allow the library space fireplace to be used.

October was a busy month with 4 weddings and many nonprofit and private rentals. November slowed down but there were weddings the first two weekends of the month. Wedding tours have picked up with engagement season. December is a slower month for bookings compared to years past. Some yoga programs have stopped for the season.

The Friends of the Pavilion donor letter was mailed out yesterday.

There is one wedding left for the year on December 20<sup>th</sup>. The building has been decorated for the holidays. This month the Open Door Bird Sanctuary is hosting their annual Gala along with Door Shakespeare. In the last 2 months, Cole has booked 5 weddings and 3 rehearsals. All but one wedding will be in 2026.

Cole reviewed the October 2025 and November 2025 revenue.

Cole reviewed the 2025 Sales Booked to Date and additional projected 2025 revenues.

Cole reviewed the 2026 Sales Booked to Date which currently stands at \$110,342.75, and is very similar to where we were at with bookings last year.

Northrop asked about the "Open House" event that has taken place in years past and if something like that will be held again this year. Cole explained that after last year's event, there was a discussion about doing different monthly programs throughout the winter months to try to get people into the building versus one day long event with multiple events throughout the day. The committee agreed with this revised approach.

## **7. Open Session**

No comments.

## **8. January Meeting Time & Date TBD**

The next meeting is January 9th, 2026 at 8:30 AM.

## **9. Adjournment**

Johnson moved to adjourn at 9:24 AM, second by Northrop, motion carried.

*Draft minutes completed by Megan Sawyer on December 8<sup>th</sup>, 2025 for review and approval on January 9<sup>th</sup>, 2026.*