



**Friday, January 9, 2026, 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**

Northrop called the meeting to order at 8:34 AM. Those in attendance were Mike Johnson via phone, Kaaren Northrop, Liz Heller, Natalie Morgan, Steve Hamming, Alex Cole, Megan Sawyer, and Dixie Jorns the Egg Harbor Library Branch Manager. Also in attendance was Ann Johnson with the Green Tier Taskforce.

Northrop chaired the meeting as Johnson was in attendance via phone.

**2. Approve the Agenda**

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

**3. Approve December 6, 2025 Kress Pavilion Committee Meeting Minutes**

Heller moved to approved the December 6, 2025, Kress Pavilion Committee Meeting Minutes, second by Hamming, motion carried.

**4. Open Session**

No comments.

**5. Green Tier December Report**

Ann Johnson was in attendance to discuss Green Tier items with the Committee. Northrop said that as member of the Parks and Public Works Committee she thanks the Green Tier group for recognizing that the No Mow May initiative was not working and for looking into taking the initiative in a different direction.

Northrop also stated that at the Kress property there were two no mow areas were installed previously. The areas were disturbed because of the Church Street reconstruction project a few years ago, but should be back in place.

Heller confirmed that the new initiative which will replace the No Mow May initiative is similar to the project that was developed in Eau Clarie. Ann Johnson confirmed that that is correct.

Ann Johnson will bring these comments back to the Green Tier group.

**6. December 2025 Manager Report**

December has been a slower month that what the library has typically been having, however the Children's Library has been very busy.

There is a Warmth for Winter display for people to take hand made hats and mittens for families that need them.

The Maker's Space has been very busy there was a glass project in December that was very popular, with approximately 89 people completing the project. A glass project will continue in January since it is very popular.

The monthly kick off night's for the next month's project are the last Tuesday of the month and are well attended.

The first Silent Book Club took place on Tuesday and there were nine people that participated.

The music jam continues on Wednesday's 1 PM – 3 PM.

There will only be one movie a month moving forward with some of the new events that have been added.

The library will be starting a relabeling project hopefully in February.

Northrop asked Jorns if she has enough space in the Children's Library. Jorns said that's not really enough space but she doesn't really see a solution. She has moved some events upstairs when she can.

Cole reviewed her December report.

Representatives are here working on repairing the blinds today. The Great Hall floors were cleaned early December and look great. Cole did receive some different flooring options from Ralph's Hardwood. The first option is deep cleaning and reoiling for about \$6,000, the second option is sanding and refinishing for about \$27,500, the third option is full removal and replacement of the floors for about \$187,500.

Mike Johnson said if there was any conversation about the longevity on the deep cleaning and reoiling. Cole said that it depends on use, but for reference the Great Hall is deep cleaned and oiled once a year.

The committee agreed that the second option doesn't seem to make sense logistically because it would require all of the books and bookshelves to be moved.

The committee suggested looking into the first option for deep cleaning and reoiling potentially in spring to avoid the snow and salt of winter but to get it done before the busy summer season. Cole and Jorns will work on figuring out scheduling as the library will need to be closed for a couple of days.

The Great Hall fireplace is still not working, Cole is working on scheduling to get the fireplace repaired.

About \$3,100 in donations came in from the Friends of the Pavilion donation letter that were sent out early December.

The first Winter Concert series in a 5 part series will take place January 16th which includes a fundraiser for Jay Whitney. Yoga continues through the Winter months with the exception on Wednesday.

Cole reached out to Precision Property Management about Christmas lighting for the building and is still waiting to hear back on the quote.

Cole booked a small ceremony that took place on January 2<sup>nd</sup>, 2026, along with a wedding that will take place in August 2026.

Cole has stated working through the website and all wedding and rental packets to keep information up to date. She will be starting on the Wedding Show planning details and acquiring vendors for the show at the end of January and into February.

Vendors will receive the 2026 information shortly so that they have time to sign off on documentation and provide insurance information prior to the 2026 wedding season beginning.

Cole reviewed the 2025 December Revenue, the 2025 Sales Booked to Date, and the 2026 Sales Booked to Date. The 2025 Total Revenue was \$243,395.37 compared to the 2025 Total Budgeted Revenue of \$219,610.

As a follow up to last meeting, Cole included all the wedding reviews the building received for 2025. All the reviews were 5-stars, which was great. Not all wedding renters provide reviews, but all received are included in the packet. A review was completed for the wedding that took place during the August 2025 severe weather event and was a 5-star review.

Cole reviewed the December monthly rental revenue comparison and year to date rental comparison.

**7. Open Session**

No comments.

**8. Next Meeting Date & Time - TBD**

The next meeting is scheduled for February 6th, 2026 at 8:30 AM.

**9. Adjournment**

Heller moved to adjourn at 9:10 AM, second by Johnson, motion carried.

*Meeting minutes completed by Megan Sawyer for review and approval on February 6<sup>th</sup>, 2026.*