



626 Geneva St, Lake Geneva, WI 53147- 262.248.3673- cityoflakegeneva.com

**AVIAN COMMITTEE
TUESDAY, AUGUST 3, 2021 – 6:00 P.M.
CITY HALL, COUNCIL CHAMBERS**

**THE CITY OF LAKE GENEVA IS HOLDING MEETINGS VIRTUALLY AND IN-PERSON; YOU
MAY PARTICIPATE IN THE MEETING BY THE FOLLOWING:**

6:00 p.m. August 3, 2021 Avian Committee
Tue, Aug 3, 2021 6:00 PM - 7:00 PM (CDT)

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/697149917>

You can also dial in using your phone.

United States: [+1 \(669\) 224-3412](tel:+16692243412)

Access Code: 697-149-917

AGENDA

Committee Members: Beverly Leonard, Sarah McConnell, Jill Rodriguez, Karen Gallo, Carol Zimmermann, Kelley Happ, and Cindy Flower- Alderperson

- 1) Call to Order
- 2) Roll Call
- 3) Approval of the minutes from July 6, 2021
- 4) Comments from the public
- 5) Budget
- 6) Purple Martin Update
- 7) Swift Night Out Plans
- 8) Publicity for Events – past and future
- 9) Christmas Tree Walk at the Museum
- 10) Cookies for a Cause Update
- 11) Bird City Application
- 12) Next Meeting Date & Time (September 7, 2021 at 6:00 p.m.)
- 13) Future Agenda Items
- 14) Adjourn

*This is a meeting of the Avian Committee.
No official City Council action will be taken; however, a quorum of the Council may be present.*

cc: Tourism Commissioners, Mayor, Administrator

**City of Lake Geneva Avian Committee
Meeting Minutes
Tuesday, July 6, 2021, 6:00 P.M.
City Council Chambers**

1. Call to order: 6:00 PM by Alderperson Flower

2. Roll Call. The following members were present: Cindy Flower - Alderperson, Carol Zimmermann, Jill Rodriguez, Beverly Leonard, Karen Gallo, Kelley Happ. Sarah McConnell was excused. There were no members of the public present.

3. Approval of Avian Committee meeting minutes from June 2021

Motion to approve minutes by Zimmermann, second by Gallo. The motion was passed.

4. Comments from the Publics

There were no comments.

5. Purple Martin Update:

Leonard reports a successful season. Every house on the lakefront has produced pairs and eggs have been noted at most of the houses. Houses that were not active at Fermano pond and the Museum pond were relocated to the lakefront. We are learning that clustering the houses gives good results. She also reported problems with birdsong magnets being damaged or removed. Will look into moving them closer to the library if possible. Gallo asked about purchasing more houses, followed by a discussion about more houses/encouraging the birds to fill the houses we have.

6. Story Book Trail Long Term Status

Zimmermann brought up need to start a fund for routine maintenance of the signs. Rodriguez said that using "Cookies for a Cause" funds does not fit the grant criterion; it was suggested we put a line item in our budget. Zimmermann suggested \$300. We may need to upgrade the plastic covering on the signs, as they are not holding up well. It was also mentioned that Stephanie Klett (VISIT Lake Geneva) will be featuring each park in the Lake Geneva area and will mention the Story Book Trail.

7. Swift Night Out Plans

Zimmermann requested a task force for this event. Rodriguez reminded us that the library will be closed from July 15 until early 2022 for asbestos removal, but she will ask them to put the information on the marquee. The library will host the Schlitz Audubon eagle program on July 8. Rodriguez will ask the library to pass out information (stickers) for our Swift Night Out program. The group discussed possible food vendors, permits for vendors and yard signs.

8. Publicity for Events – past and future

Zimmermann, McConnell and Happ will meet to plan publicity for a number of activities, including educating the public on Purple Martins, "Cookies for a Cause" and Swift Night Out. Gallo noted that people are reading our signs about the martins along the lakefront. The end of July should be a good time to see the babies – gear the publicity for this time period. We have "Cookies for a Cause" from Simple Bakery in August and will need a rack card for this. We also need to let the public know that the bird kit backpacks will still be available – they can call and checkout. We will also need full-scale publicity for Swift Night Out.

9. "State of Where We are Discussion"

Topics already discussed.

10. Budget Status

Briefly reviewed and discussed the Detail Ledger of the Avian Committee from January through June. We have budgeted \$900 for Swift Night Out, and will need funds for the Bird City application in January. Rodriguez pointed out that we have a large carry-over from funds not spent due to the pandemic. Zimmermann will generate a draft budget and needs to know what money can be budgeted and what is restricted. Rodriguez suggested we spend some of our reserves, perhaps to upgrade our Story Book Trail signs. Flower will check with the city about the budget status and let us know when our budget is due – they may not have an in-person presentation this year. Zimmermann suggested we add a budget line item for educational outreach for such things as reimbursement for educational materials. Flower reported that our budget is due to the city on **September 10** and the first meeting will be held on September 23

11 Bird Walk Update:

Zimmermann reported the feedback from our bird walk was very good and suggested writing another grant to the Environmental Education Foundation to subsidize in the future. It was noted that students at St. Francis and the group from Traver School had been exposed to educational materials prior to the bird walk and showed more interest than the students from Eastview, who had not had prior exposure. Discussion followed about how to include Eastview students who might be interested in this program. Zimmermann suggested a few lessons (3 hours) that could help them get started. Agreed to discuss further with Mary Jo Fesenmaier (Eastview librarian).

12. Cookies for a Cause Update:

Rodriguez reported that the application is completed. The Avian Committee has the month of August. We will need to supply them with rack card information and volunteers to package the cookies. Rodriguez will email details to Zimmermann so she can work on the rack cards.

13. Christmas Bird Count and Christmas Tree Walk:

We will help Audubon promote the bird count (our Facebook page, etc.,) Rodriguez would like ideas to update our ornaments at the Christmas Tree Walk. She will submit our application as soon as she gets notice.

14. Next Meeting Date & Time: Tuesday August 3 at 6 p.m. in the Council Chamber.

15. Future Agenda Items

- Budget
- Purple Martin Update
- Swift Night Out Plans
- Publicity for Events – past and future
- Christmas Tree Walk at the Museum
- Cookies for a Cause Update
- Bird City Application

Adjourn: Zimmermann moved to adjourn, seconded by Leonard and approved. Meeting adjourned at 6:55 p.m.

Respectfully submitted
Kelley Happ
7/23/21

Account Number	Account Title	2021-21 Period Actual	2021-21 Current year Actual	Current year Budget	Variance Current year	% of Budget
GENERAL FUND						
CONSERVATION AND DEVELOPMENT						
CONSERVATION AND DEVELOPMENT						
11-70-00-47300	AVIAN DONATIONS	.00	7.00	1,330.00	1,323.00	.53
Total CONSERVATION AND DEVELOPMENT:		.00	7.00	1,330.00	1,323.00	.53
CONSERVATION AND DEVELOPMENT						
11-70-00-57800	AVIAN COMMITTEE EXPENSES	75.00	2,066.57	3,025.00	958.43	68.32
Total CONSERVATION AND DEVELOPMENT:		75.00	2,066.57	3,025.00	958.43	68.32
Net Total GENERAL FUND:		75.00-	2,059.57-	1,695.00-	364.57	121.51
Net Grand Totals:		75.00-	2,059.57-	1,695.00-	364.57	121.51

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
AVIAN DONATIONS			01/01/2021 (00/21) Balance	11-70-00-47300			.00
02/15/2021	CR	15000231	HALE-2 - HALE-2 Description: HALE-2 - HALE-2			2.00-	
			02/28/2021 (02/21) Period Totals and Balance		.00 *	2.00- *	2.00-
04/12/2021	CR	15000750	AVIAN DONATIONS - BRESNAHAN, STACY Description: AVIAN DONATIONS - BRESNAHAN, STACY			2.00-	
04/20/2021	CR	15000836	SHIMES-2 - SHIMES-2 Description: SHIMES-2 - SHIMES-2			2.00-	
			04/30/2021 (04/21) Period Totals and Balance		.00 *	4.00- *	6.00-
05/04/2021	CR	15001012	BIRD CITY - BIRD CITY Description: BIRD CITY - BIRD CITY			1.00-	
			05/31/2021 (05/21) Period Totals and Balance		.00 *	1.00- *	7.00-
			07/31/2021 (07/21) Period Totals and Balance		.00 *	.00 *	7.00-
YTD Encumbrance		.00 YTD Actual	-7.00 Total	-7.00 YTD Budget	-1,330.00 Unearned	1,323.00	
AVIAN COMMITTEE EXPENSES			01/01/2021 (00/21) Balance	11-70-00-57800			.00
01/09/2021	AP	111	LAKE GENEVA PUBLIC LIBRARY **Desc: YTH MATLS-BIRD WATCHING KITS		300.00		
			01/31/2021 (01/21) Period Totals and Balance		300.00 *	.00 *	300.00
01/21/2021	AP	239	CHASE CARD SERVICES **Desc: BIRD CITY ANNUAL RENEWAL		125.00		
02/03/2021	AP	266	COPIES & PRINTS PLUS LLC **Desc: GREAT BY BIRD COUNT-MATL		11.88		
02/18/2021	AP	658	ZIMMERMANN, CAROL **Desc: PKT FOLDERS-LEARNING TO SOAR		14.76		
			02/28/2021 (02/21) Period Totals and Balance		151.64 *	.00 *	451.64
03/12/2021	AP	398	COPIES & PRINTS PLUS LLC **Desc: BIRD MIG GAME REVSE-COVID		10.80		
03/10/2021	AP	482	ZIMMERMANN, CAROL **Desc: BIRD MIG GAME REVISE-COVID		73.93		
			03/31/2021 (03/21) Period Totals and Balance		84.73 *	.00 *	536.37
04/21/2021	AP	253	LEONARD, BEVERLY **Desc: PURPLE MARTIN HSE-SUPPLIES		75.78		
04/19/2021	AP	615	GENEVA LAKE CONSERVANCY **Desc: GRANT FUNDS TR		500.00		
			04/30/2021 (04/21) Period Totals and Balance		575.78 *	.00 *	1,112.15
04/20/2021	AP	327	ZIMMERMANN, CAROL **Desc: (10) STORYBOOK TRAIL SIGNS		578.00		
05/06/2021	AP	328	ZIMMERMANN, CAROL **Desc: MIGRATORY BIRD DAY PROGRAMS		101.40		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
05/14/2021	AP	489	ST FRANCIS DE SALES **Desc: GRANT-LEARNING TO SOAR		111.78		
			05/31/2021 (05/21) Period Totals and Balance		791.18 *	.00 *	1,903.33
05/21/2021	AP	9	COPIES & PRINTS PLUS LLC **Desc: SIGNS/POSTERS-BIRD MIG		12.00		
05/26/2021	AP	10	COPIES & PRINTS PLUS LLC **Desc: SIGNS/POSTERS-BIRD MIG		11.95		
06/11/2021	AP	448	COPIES & PRINTS PLUS LLC **Desc: MEM BOOK-GS LRN TO SOAR		5.85		
06/28/2021	AP	808	ST FRANCIS DE SALES **Desc: GRANT-BUS TRANS 4 SEASONS		58.44		
			06/30/2021 (06/21) Period Totals and Balance		88.24 *	.00 *	1,991.57
07/26/2021	AP	684	BEVERLY LEONARD TRUST **Desc: PMCA ANNUAL MEMBERSHIP		75.00		
			07/31/2021 (07/21) Period Totals and Balance		75.00 *	.00 *	2,066.57
YTD Encumbrance		.00 YTD Actual	2,066.57 Total	2,066.57 YTD Budget	3,025.00 Unexpended	958.43	
AVIAN COMMITTEE DONATION EXP			01/01/2021 (00/21) Balance	11-70-00-57810			.00
			07/31/2021 (07/21) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00	
Number of Transactions: 20 Number of Accounts: 3					Debit	Credit	Proof
Total GENERAL FUND:					2,066.57	7.00-	2,059.57
Number of Transactions: 20 Number of Accounts: 3					Debit	Credit	Proof
Grand Totals:					2,066.57	7.00-	2,059.57

Report Criteria:

Actual Amounts
 All Accounts
 Summarize Payroll Detail
 Print Period Totals
 Print Grand Totals
 Include Only Description Comments
 Page and Total by FUND
 All Segments Tested for Total Breaks
 [Report]. Account Number = "11700047300","11700057800","11700057810"