



Brookings County Outdoor Adventure Center Advisory Board Meeting

Monday, October 28th 2019 - 12:00 p.m.

Brookings County Outdoor Adventure Center
2810 22nd Ave. S., Brookings, SD

1. 12:00 PM: Call to Order
2. Determination of a Quorum
3. Approval of Agenda
4. Approval of Minutes
 - a. September 23rd, 2019
5. Financial Report
 - a. Revenue– September
 - b. Claims paid – September
 - c. Approval of financial report
6. Items for discussion
 - a. Parking lot – update
 - b. Firearms range update
 - c. BCOAC board applications 11/1/2019
 - d. 2020 Meeting dates
7. Committee Reports
 - a. Pistol & Rifle Range Committee report
 - i. New RSO's from class on 10/20
 - b. Archery Range Committee report
8. 4-H Youth Advisor's Report
9. BCOAC Director's Report (Attached)
10. Adjournment

Upcoming events:

- October 26, GFP Learn to Hunt program All day – registration at 8:30am
- October 27, Free Range Sunday
- October 27, 4-H Shooting Sports Open house
- November 6, District Weed Meeting 8:30 AM
- November 9, Pumpkin Chuckin' at the BCOAC, 11:00 AM
- November 12, 4-H Recognition Night at the BCOAC, 5:00pm
- November 12, Pistol Range Committee Meeting at 5:30pm

2019 meeting dates

- 11/15/2019 @ noon (12pm)
- 1/6/2020 Elections - @noon
- 1/27/2020 @noon (12pm)



Brookings County Outdoor Adventure Center Advisory Board Meeting

Minutes for Monday, September 23, 2019 - 12:00 p.m.

Brookings County Outdoor Adventure Center
2810 22nd Ave. S., Brookings, SD

1. R. Krogman called the meeting to order at 12:06pm
2. It was determined that a quorum was reached, board members absent R. Murano, and P. Weise and T. Reed.
3. A motion was made by M. Stanwick, and seconded to approve the agenda, motion passed.
4. A motion was made by L. Jensen and seconded to approve the minutes from August 26, 2019.
5. A motion was made by M. Stanwick, to accept the financial report for August 2019, seconded, motion passed.

August expenses - \$7,307.63

August revenue - \$6,150.40

6. Items for discussion and possible action - Regular Business
 - a) Sewer lift gate alarm. – need to add flashes at the bottom of gutters.
 - b) Parking lot update – Bowes is set to start on 10/21. L. Jensen mentioned to speak with Jackie Lanning at the City Engineering office as she may have more up to date information.
7. Committee Reports
 - a. Pistol & Rifle Range Committee report
 - i. Range maintenance 2019-2020 assessment - items to be noted to prompt attention
 - LED lighting on the firearms range. At the very least they want to replace the bulbs that are there with new bulbs.
 - New carpet or flooring in the gun range.
 - New Lexan on the sides of the panels on each lane.
 - Lead mining
 - Some items on the list are wish list items.
 - A copy of the list will be attached to the minutes.
 - ii. Rim fire night has been very slow, with little to no one coming in to participate.
 - iii. A precision .22 group from Beacon Hill has been coming into the range on rim fire .22 night. Leagues will also start in January. Not giving up on the .22 night yet.
 - b. Archery Range Committee report
 - i. JOAD begins September 23rd

8. 4-H Youth Advisor's Report

- a. Discussion ensued regarding the fall shooting sports schedule. The 4-H shooting sports plans are to limit the activities to the same schedule as last year and the public hours and 4-H can share the ranges as before.
- b. 4-H Shooting sports will be doing an open house in conjunction with free range Sunday on 10/27/2019.
- c. 4-H recognition night is coming up November 12th.

9. BCOAC Director's Report – attached.

10. A motion was made by L. Jensen and seconded to adjourn at 1:07pm

2019 meeting dates and times

- 10/28/2019 @ noon (12pm)
- 11/15/2019 @ noon (12pm)



BCOAC Advisory Board Meeting

Financial Report September 2019

Brookings County Outdoor Adventure
Center 2810 22nd Ave. S., Brookings, SD

September expenses - \$13,443.85

September revenue - \$6,900.72

YTD Revenue – 68,833.12

Non-planned Expenses:

\$4,396.73 SD Public Assurance – 2020 Liability insurance premium

Monthly Expense Tracking FY 2018

Month	Base	Total Tax Collected	Total
Jan-19			
1/4/2019-1/11/2019	\$ 2,072.21	\$ 171.57	\$ 2,243.78
1/11/2019-1/18/2019	\$ 2,930.20	\$ 259.43	\$ 3,189.63
1/18/2019-1/25/2019	\$ 1,252.34	\$ 110.11	\$ 1,362.45
1/25/2019-2/1/2019	\$ 1,657.05	\$ 148.55	\$ 1,805.60
January Totals	\$ 7,911.80	\$ 689.66	\$ 8,601.46

Feb-19			
2/1/2019-2/8/2019	\$ 2,156.58	\$ 163.64	\$ 2,320.22
2/8/2019-2/15/2019	\$ 1,080.02	\$ 93.90	\$ 1,173.92
2/15/2019-2/19/2019	\$ 1,201.00	\$ 104.76	\$ 1,305.76
2/19/2019-2/25/2019	\$ 1,259.99	\$ 107.42	\$ 1,367.41
2/25/2019 - 3/4/2019	\$ 2,838.52	\$ 226.30	\$ 3,064.81
	\$ 8,536.11	\$ 696.02	\$ 9,232.12

Mar-19			
3/4/2019 - 3/11/2019	\$ 835.65	\$ 72.83	\$ 908.48
3/11/2019-3/21/2019	\$ 3,321.12	\$ 281.24	\$ 3,602.36
3/21/2019-3/25/2019	\$ 1,804.93	\$ 130.40	\$ 1,935.33
3/25/2019-4/5/2019	\$ 2,990.95	\$ 224.27	\$ 3,215.22
	\$ 8,952.65	\$ 708.74	\$ 9,661.39

Monthly revenue goal	\$6,250.00	
First Quarter Revenue	\$ 25,400.56	
Budgeted Revenue Goal	\$ 75,000.00	

Apr-19			
4/5/2019- 4/17/2019	\$ 3,805.78	\$ 321.80	\$ 4,127.58
4/17/2019-5/1/2019	\$ 2,542.33	\$ 219.59	\$ 2,761.92
	\$ 6,348.11	\$ 541.39	\$ 6,889.50

May-19			
5/1/2019-5/8/2019	\$ 1,917.14	\$ 156.59	\$ 2,073.73
5/8/2019-5/24/2019	\$ 2,028.47	\$ 162.20	\$ 2,190.67
5/24/2019-5/31/2019	\$ 594.65	\$ 50.00	\$ 644.65
	\$ 4,540.26	\$ 368.79	\$ 4,909.05

Jun-19			
6/1/2019-6/3/2019	\$ 971.46	\$ 80.84	\$ 1,052.30
6/3/2019-6/20/2019	\$ 1,458.26	\$ 126.32	\$ 1,584.58
6/22/2019-6/30/2019	\$ 1,013.29	\$ 83.17	\$ 1,096.46
	\$ 3,443.01	\$ 290.33	\$ 3,733.34

Monthly revenue goal	\$6,250.00	
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Monthly Expense Tracking FY 2018

First Quarter Revenue	\$ 25,400.56	
Second Quarter Revenue	\$ 14,331.38	
YTD	\$ 39,731.94	
Budgeted Revenue Goal	\$ 75,000.00	
Current revenue to goal	53%	

19-Jul

7//2019-7/18/2019	\$ 1,669.39	\$ 137.73	\$ 1,807.12
7/18/2019-7/31/2019	\$ 2,380.67	\$ 195.55	\$ 2,576.22
	\$ 4,050.06	\$ 333.28	\$ 4,383.34

Aug-19

8/1/2019-8/26/2019	\$ 5,220.95	\$ 449.84	\$ 5,670.79
8/26/2019-8/31/2019	\$ 929.45	\$ 82.95	\$ 1,012.40
	\$ 6,150.40	\$ 532.79	\$ 6,683.19

Sep-19

9/1/2019-9/9/2019	\$ 971.21	\$ 85.67	\$ 1,056.88
9/10/2019-9/16/2019	\$ 2,762.96	\$ 229.97	\$ 2,992.93
9/17/2019-9/23/2019	\$ 1,925.06	\$ 167.58	\$ 2,092.64
9/24/2019-9/30/2019	\$ 1,241.49	\$ 98.15	\$ 1,339.64
	\$ 6,900.72	\$ 581.37	\$ 7,482.09
	\$ 56,833.12		

Oct-19

10/1/2019-10/7/2019	\$ 1,640.34	\$ 143.93	\$ 1,784.27
10/8/2019-10/15/2019	\$ 1,563.19	\$ 129.75	\$ 1,692.94
10/15/2019-10/21/2019	\$ 1,903.36	\$ 163.84	\$ 2,067.20

10/16/2019 8:29 AM

DIRECT PAYABLES DEPARTMENT PAYMENT REGISTER

PAGE: 16

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 02165 Claims Paid 10/22/19

FUND : 101 GENERAL FUND

DEPARTMENT: 528 BCOAC

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10354	BROOKINGS CITY UTILITIE	I-201910153259	101-4-528-4280	UTILITIES-ELECTRICITY		2,935.64
01-10354	BROOKINGS CITY UTILITIE	I-201910153259	101-4-528-4280	UTILITIES-WATER/IRRIGATION		66.36
01-10541	CENTURY BUSINESS PRODUC	I-201910153273	101-4-528-4260	PRINTER CONTRACT		145.86
01-10670	COOK'S WASTEPAPER & REC	I-201910153280	101-4-528-4280	COMMERCIAL SERVICE		138.37
01-13254	UPS STORE	I-201910153370	101-4-528-4230	PROMOTIONAL MATERIAL		134.16
01-22221	ALPHAMEDIA USA LLC	I-201910153250	101-4-528-4230	ADS FOR RANGE CLOSURES		1,000.00
01-22459	JACKRABBIT SPORTS PROPE	I-201910153320	101-4-528-4230	MARKETING OCTOBER 2019		1,000.00
01-22494	MIDCO BUSINESS	I-201910153331	101-4-528-4230	TV COMMERCIALS		599.00
DEPARTMENT 528 BCOAC					TOTAL:	6,019.39

10/02/2019 10:19 AM

DIRECT PAYABLES DEPARTMENT PAYMENT REGISTER

PAGE: 19

VENDOR SET: 01 Brookings County
PACKET: 02162 Claims Paid 10/8/19
FUND : 101 GENERAL FUND
DEPARTMENT: 528 BCOAC

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-11921	WELLS FARGO	I-201910023234	101-4-528-4260	TARGETS, ROOF RAKE, SUPPLIES		1,061.98
01-11921	WELLS FARGO	I-201910023234	101-4-528-4220	GOOGLE SUITE		24.00
01-12236	NORTHWESTERN ENERGY	I-201910013194	101-4-528-4280	NATURAL GAS USAGE		102.60
01-12261	OFFICE PEEPS INC	I-201910013196	101-4-528-4260	CALENDAR, OFFICE SUPPLIES		49.26
01-12666	RUNNING'S SUPPLY INC	I-201910013213	101-4-528-4260	AMMUNITION, ARCHERY 3D TARGET		789.89
01-12787	SD PUBLIC ASSURANCE ALL	I-201910023219	101-4-528-4210	2020 LIABILITY INSURANCE RENE		4,396.73
01-22459	JACKRABBIT SPORTS PROPE	I-201910013156	101-4-528-4230	JACKRABBIT MARKETING OCTOBER		1,000.00

DEPARTMENT 528 BCOAC TOTAL: 7,424.46



Contact: Stacy Steffensen
Phone: 605-696-8205
Email: ssteffensen@brookingscountysd.gov

FOR IMMEDIATE RELEASE

BROOKINGS COUNTY SEEKS APPLICATIONS FOR VOLUNTEER BOARD APPOINTMENTS

Brookings County is seeking interested individuals who reside in Brookings County to serve on the **Brookings County Outdoor Adventure Center Advisory Board** in the following appointments:

Appointment	Appointment Length	Deadline to Apply
4-H Leader/Extension Board Member	01/01/2020-12/31/2020	5:00 PM, November 1
4-H Shooting Sports Member	01/01/2020-12/31/2020	5:00 PM, November 1
Archery Range Committee Member	01/01/2020-12/31/2020	5:00 PM, November 1
Pistol Range Committee Member	01/01/2020-12/31/2020	5:00 PM, November 1
Community At-Large Member	01/01/2020-12/31/2020	5:00 PM, November 1

For more information, or to obtain an application, contact the County Commission Office at 605-696-8205 or visit www.brookingscountysd.gov.

Brookings County Outdoor Adventure Center Advisory Board

4-H Shooting Sports:

Jerry Nold
46907 219th St
Brookings, SD 57006
jrnold@tnics.com
Cell: 402-560-8481

4-H/Extension Board:

Andy Dupraz
47530 210th St
Aurora, SD 57002
adupraz@itctel.com
Home: 605-693-3191

Archery Range:

Paul Wiese
101 Washington Rd
Volga, SD 57071
moosehead1691@hotmail.com
Home: 605-627-9466

Pistol Range Volunteer:

Arden Sigl
2001 Orchard Dr
Brookings, SD 57006
sigla@brookings.net
Home: 605-692-8822

Community At-Large:

Tim Reed
627 Medary Ave
Brookings, SD 57006
timothysreed@gmail.com
Cell: 605-691-0452

County Commissioner

Larry Jensen
47685 209th St
Aurora, SD 57002
ljensen@brookingscountysd.gov
Cell: 605-592-6500

County Commissioner

Ryan Krogman
518 Powderhorn Pass
Brookings, SD 57006
rkrogman@brookingscountysd.gov
Cell: 605-695-2188

Brookings County Sheriff

Martin Stanwick
315 7th Ave
Brookings, SD 57006
mstanwick@brookingscountysd.gov
Work: 605-696-8300

SD Game Fish & Parks Representative

Rocco Murano
2810 22nd Ave S
Brookings, SD 57006
rocco.murano@state.sd.us
Cell: 605-695-5493

BYLAWS
Brookings County Outdoor Adventure Center
Advisory Board

MISSION STATEMENT:

The purpose of the Brookings County Outdoor Adventure Center is to support the 4-H organization and its programming, and to foster, expand and perpetuate the safe practice of archery and shooting; to encourage the spirit of good fellowship among all archers, shooters and spectators; to encourage the safe use of bows and arrows and firearms in practice, competitions and hunting; to work to maintain proper facilities to support 4-H programming, archery and shooting activities; and to maintain programs of archery and shooting activities that reflect the purpose of the Brookings County Outdoor Adventure Center and the interest of its members and the 4-H organization.

ARTICLE 1. NAME

The name of the board is the Brookings County Outdoor Adventure Center (BCOAC) Advisory Board.

ARTICLE 2. PURPOSE AND DUTIES

- A. Advise the BCOAC Director with the daily operations, maintenance and programming of the facility.
- B. Propose an annual budget for the facility.

ARTICLE 3. MEMBERSHIP

- A. The Brookings County Board of County Commissioners appoints the members of the Advisory Board. The Advisory Board is composed of nine (9) members, including two (2) members of the Brookings County Commission, one (1) 4-H Leader/Extension Board member, one (1) 4-H Shooting Sports Board member, one (1) Archery Range Committee member, one (1) Pistol Range Committee member, one (1) community at-large member, one (1) member of law enforcement, and one (1) Game, Fish & Parks representative.
 - a. The BCOAC Director and 4-H Youth Program Advisor are ex-officio members of the Advisory Board.
- B. Appointments are made annually and terms begin January 1st of each year. All positions on the Advisory Board will be advertised and current appointees must reapply each year.
- C. Individual members may not act in an official capacity except through the action of the Advisory Board.
- D. If a member is absent three (3) consecutive regular meetings without authorization from the Chairperson, the member's seat may be considered vacant and a new member may be appointed. This does not apply to an absence due to illness or injury of the member, an illness or injury of a member's immediate family member, active military service, or the birth or adoption of the member's child for 90 days after the event. The member must notify the BCOAC Director of the reason for the absence no later than the date of the next regular meeting of the Advisory Board. Failure to notify the BCOAC Director before the next regular meeting of the Advisory Board will result in an unexcused absence.

- E. A member who wishes to resign shall submit a written notification to the BCOAC Director. If a vacancy on the BCOAC Advisory Board occurs prior to the expiration of a term, the vacancy will be filled in accordance with county policies.

ARTICLE 4. OFFICERS.

- A. The officers of the Advisory Board shall consist of a chair, vice-chair, secretary and such other officers as it deems appropriate and necessary.
- B. Officers shall be elected annually by a majority vote of the Advisory Board at the first regular meeting in January. In the event a current officer becomes ineligible to serve as an officer, the Advisory Board may hold an emergency election as needed.
- C. A member may not hold more than one office at a time.

ARTICLE 5. DUTIES OF OFFICERS

- A. The chair shall preside at all Advisory Board meetings, appoint all subcommittees, represent the Advisory Board at ceremonial functions, and approve all meeting agendas.
- B. In the absence of the chair, the vice-chair shall perform the duties of the chair.
- C. If the chair and vice-chair will be absent, the chair may designate another member as acting chair for purposes of running a meeting.
- D. The chair, vice-chair, and acting chair have the same voting privileges as any other member.

ARTICLE 6. AGENDAS

- A. After first consulting with and receiving input from the BCOAC Director and 4-H Youth Program Advisor, the chair shall approve each final meeting agenda.
- B. The BCOAC Director shall submit the meeting agenda through the county's meeting notification system for each meeting not less than 72 hours before the meeting. Agendas will be posted at the BCOAC not less than 72 hours prior to meetings.
- C. Posting of the agenda must comply with all State and County open meeting requirements.

ARTICLE 7. MEETINGS

- A. All Advisory Board meetings shall be open to the public and shall comply with County open meeting requirements. The Advisory Board may not conduct a closed meeting unless it complies with SDCL 1-25-2. *Executive and Closed Meetings*, with approval from county staff and the State's Attorney's office.
- B. The Advisory Board shall adopt a schedule of the meetings for the upcoming year.
- C. The chair may call for a special meeting or may cancel a meeting due to lack of business or lack of a quorum.

- D. Five (5) members shall constitute a quorum. A quorum is required to hold a meeting and to conduct business. Members may also attend via teleconference with prior arrangements with staff.
- E. All meetings shall be governed by Robert's Rules of Order.
- F. The Advisory Board shall allow citizens to address the Advisory Board on agenda items. The chair may limit a speaker's time as needed.
- G. The BCOAC Director shall prepare and maintain all Advisory Board agendas, minutes and all other documents and records.

ARTICLE 8. STANDING COMMITTEES

- A. The Pistol Range Committee (PRC) shall consist of at least five (5) members who hold current memberships with the BCOAC and are at least eighteen (18) years of age. It shall be the duty of the Pistol Range Committee to report and make recommendations to the BCOAC Advisory Board concerning the affairs of the Pistol Range Committee's area of operations.
- B. The Archery Range Committee (ARC) shall consist of at least five (5) members who hold current memberships with the BCOAC and are at least eighteen (18) years of age. It shall be the duty of the Archery Range Committee to report and make recommendations to the BCOAC Advisory Board concerning the affairs of the Archery Range Committee's area of operations.
 - a. **ARTICLE 8.1. ELECTION OF OFFICERS:** Provided that the Pistol Range Committee and Archery Range Committee consist of the required number of members, they shall, by majority vote, at the first meeting in January of each year, elect the Committee Officers which shall consist of a chair, vice-chair and secretary.
 - b. **ARTICLE 8.2. TERM OF OFFICE:** All committee members shall be reappointed annually.
 - c. **ARTICLE 8.3. DUTIES OF OFFICERS:** The chair shall call and preside at all meetings of the committee. When the chair is absent, the vice-chair shall perform the duties of the chair. When a vice-chair acts in place of the chair, the vice-chair shall have all powers of and be subject to all the restrictions upon the chair.
 - d. **ARTICLE 8.4. NOTICE OF MEETINGS:** Notice of a committee meeting shall be delivered to each member of a committee not less than seven (7) or more than thirty (30) days before the date of the meeting. The notice shall state the place, day, and time of the meeting, and the purpose or purposes for which the meeting is called.
 - e. **ARTICLE 8.5. QUORUM:** One half of the number of members of a committee shall constitute a quorum for the transaction of business at any meeting of the committee. Each committee is required to maintain its own membership rolls to determine a quorum.
 - f. **ARTICLE 8.6. ACTIONS OF COMMITTEES:** Committees shall try to take action by consensus. However, the vote of a majority of committee members present and voting at a meeting at which a quorum is present shall be sufficient to constitute the act of the committee.
 - g. **ARTICLE 8.7. RULES:** Each committee may adopt rules for its own operation as long as such rules are consistent with the bylaws or with rules adopted by the BCOAC Advisory Board. All standing committees shall compose and distribute minutes of every meeting, including date, time, place, and attendance, as well as action taken. Each committee is responsible for

recommending standard operating procedures, as well as amendments thereto, for their area of operation, to the Advisory Board.

- h. ARTICLE 8.8. EXPULSION: Any committee member may be subject to expulsion from a standing committee by a majority vote of the Advisory Board.

ARTICLE 9. SUBCOMMITTEES

- A. The Advisory Board may establish subcommittees as needed.
- B. Subcommittees may be established by the chair or by an affirmative vote of the Advisory Board.
- C. Subcommittee membership cannot exceed a quorum of the full Advisory Board. Membership may include individuals not appointed to the Advisory Board.
- D. Requirements regarding a quorum, meeting notice, staffing, and minutes do not apply to subcommittees.
- E. All subcommittees shall make a report to the full Advisory Board.

ARTICLE 10. RANGE SAFETY OFFICERS

- A. Range Safety Officers shall be confirmed and revoked by a majority vote of the Advisory Board.
 - a. The BCOAC Director shall maintain a list of confirmed Range Safety Officers for the pistol range and the archery range.
 - b. Confirmation of Range Safety Officer's shall be done annually at the first meeting of each year or when appointed by the Pistol Range Committee or Archery Range Committee.
- B. A Range Safety Officer, the BCOAC Director or BCOAC staff member may temporarily remove and bar a customer or member from the facility for inappropriate or unsafe behavior. The Advisory Board shall make the final decision if or when the customer or member may return to the facility.

ARTICLE 11. AMENDMENT OF BYLAWS

A bylaw amendment requires an affirmative vote of the majority of Advisory Board members, as well as approval by the Brookings County Board of County Commissioners.

The bylaws were approved by the Brookings County Outdoor Adventure Center Advisory Board at their meeting on Thursday, December 7, 2017.

The bylaws were approved by the Brookings County Board of County Commissioners at their meeting on _____.



2020 Meeting dates

All meetings are at 12pm (noon) unless otherwise stated

- January 6th 2020 – (1/6) - Elections for BCOAC Board
- January 27th 2020 – (1/27) - Regular BCOAC board meeting
- February 24th 2020 – (2/24) - Regular BCOAC board meeting
- March 30th 2020 – (3/30) - Regular BCOAC board meeting
- April 27th 2020 – (4/27) - Regular BCOAC board meeting
- May 18th 2020 – (5/18) - Regular BCOAC board meeting
- June 29th 2020 – (6/29) - Regular BCOAC board meeting
- July 27th 2020, - (7/27) - Regular BCOAC board meeting
- August 24th 2020 – (8/24) - Regular BCOAC board meeting
- September 28th 2020 – (9/28) - Regular BCOAC board meeting
- October 26th 2020 – (10/26) - Regular BCOAC board meeting
- November 30th 2020 – (11/30) - Regular BCOAC board meeting
- December 28th 2020 – 12/28 - Regular BCOAC board meeting (If Required)
- January 4th 2021 – (1/4/21) – Elections for BCOAC Board
- January 25th 2021 (1/25/2021) Regular BCOAC board meeting



Brookings County Outdoor Adventure Center

Directors Report
October 25, 2019

Facility update:

- To improve sound proofing and to repair the main range door, a new solid wood door has been ordered. The type and style of door and the additional measures were approved by the Asst. Fire chief.
- Midwest glass has also measured the windows to add another pane to decrease the sound in the viewing room.
- Action Target mining complete on 10/23 – 11 pallets of lead. Typically 1800lbs per pallet however to not add pressure on the floors the bags were filled anywhere from 1,000-1,200 pounds. The final poundage will be provided next week. The estimate is 11,000 pounds.
- In 2017 8,000 pounds were removed.
- Bowes is moving along on the parking lot, they are estimating next week for completion.
- We received the Trane renewal contract for the 2020 year. This is the final year of our contract.
- The concourse floors and the classroom have been refinished.
- We have added exterior trail cams – instead of new safe N secure cams – this has saved us several thousands and has allowed us additional eyes on the exterior building.
- There has also been added cams added to the archery range due to damage to targets, and the back of the building. Mainly there are archers using broad heads, additional security measures are also in place.
- There are a few more repairs to be finished before winter sets in –
 - Epoxy the gun range floors
 - Finish the sheetrock work on the pipe and electrical work in the GFP office and the range lobby.
 - Discover the source of the leak in the south closet of the classroom.

Advertising update:

- Television ads have resumed – During SDSU games and NFL games on MidCo
- SDSU games ads are running – We have our commercial running during the ESPN game day!



Brookings County Outdoor Adventure Center

Directors Report
October 25, 2019

- Town and Country Shopper now has a monthly calendar of events, and larger events including 4-H and GFP.
- Our website now has an up to date calendar of events and a facelift. We are building an RSO page, we also have a RSO private Facebook page and an employee group for quick and efficient communication. Email will also be provided for those individuals who do not have a social media account.
- Radio station has been running the parking lot update and it will continue until the lot is complete.
- Pumpkin chucking on the 9th of November

Staffing and Programming

- We posted two part time positions to aide in the mornings and weekend hours.
- Membership's numbers for YTD will be provided at the next board meeting. (11/15)
- 2020 Enhanced conceal carry classes will be the first Sunday of every month. The price will remain at \$115.00 per student and we will require a minimum of 5 students before the class will continue. The student will have to prepay for their class.
- Holiday Schedule:
 - Closed on Thanksgiving
 - Open at 1pm the day after Thanksgiving
 - Normal weekend for the weekend after.
 - Closed Christmas Eve and Christmas Day – resume normal hours on 12/26
 - Closed 12/31 and 1/1 for New Years.

Misc.

- I am still working with Vicki to figure out the small differences in sales taxed charged through the POS to what we collect.