

MINUTES
BROOKINGS COUNTY OUTDOOR ADVENTURE CENTER
ADVISORY BOARD MEETING
Monday, January 25, 2021 at 12:00 P.M.

The Brookings County Outdoor Adventure Center Advisory Board met on Monday, January 25, 2021 at 12:00 PM with the following members present: Ryan Krogman, Arden Sigl, Larry Jensen, Terry Wendt, Paul Wiese and Andy Dupraz. Others present: Dustin Huber, Stacy Steffensen and Sonia Mack. Absent: Tim Reed, Marty Stanwick and Rocco Murano.

1. Call to Order

Chairperson Krogman called the meeting to order at 12:12 PM.

2. Determination of a Quorum

A quorum was determined as being present for the current meeting.

3. Approval of Agenda

Motion to approve the agenda by Jensen, seconded by Wendt. All members voted "aye." Motion carried.

4. Reorganization of the Board

Motion to approve the current slate of officers: Krogman – Chairperson, Jensen – Vice-Chairperson, Murano – Secretary, was made by Wiese, seconded by Wendt. All members vote "aye." Motion carried.

5. Approval of Minutes

Motion to approve the minutes from December 12, 2020 by Jensen, seconded by Sigl. All members voted "aye." Motion carried.

6. Financial Report

Huber said he is still waiting on year-end financials from the Finance Office. Those will be presented at the next meeting.

7. Reports

a. Archery Range Committee Report

- i. Wiese updated the board on the activities of the Big Sioux Bowman and JOAD. He said Big Sioux Bowman are still considering hosting a Vegas Shoot or a 3D Shoot.
- ii. Huber said he has also been discussing a facility fee agreement with both these organizations.

b. Director's Report

- i. Huber discussed attendance at the facility.
- ii. He updated the board on events and meetings held at the facility.
- iii. General maintenance items included a service agreement with Trane, additional floor scrubbing with the snow and salt, snow removal and the dynamic filters.
- iv. Huber discussed time limits and some misuse issues on the gun range.
- v. There are currently 142 archery range members and 111 gun range members.
- vi. Huber said the promotion for \$25 off memberships they ran over Christmas went well.
- vii. Huber also discussed marketing. Krogman said getting a breakdown of the revenue the facility generates will help determine where to place marketing dollars and understand the best use of the facility.
- viii. Huber said there is some interest in renting out the entire gun range for private events at a premium rate. The board thought this could be a new avenue for revenue.

c. Pistol Range Committee Report

- i. The committee approved new RSOs. The evaluation of Class A range officers was moved to the February meeting.
- ii. Sigl said the Pistol Range Committee elected new offices for 2021: Mike Kilmer is the Chairperson, Sigl is Vice-Chairperson and Adam Steinhauer is Secretary.
- iii. The committee accepted resignations from Jim Doolittle and Dennis Hetrick.
- iv. Two new committee members were elected: Gary Englund and Randy McLagan
- v. Current PRC Committee members is as follows: Kilmer, Sigl, Steinhauer, Mike Eichelberg, Gary Englund, Don Langum, Shari Layman, Bobby Markham, Ross McDougal, Randy McLagan, Dave Miller and Brett Woolworth. Marty Stanwick is an ex-officio member.
- vi. Sigl noted that ammunition shortages are still causing issues.

d. 4-H Youth Program Advisor's Report

- i. Mack updated the board on the 4-H Shooting Sports season and how COVID safety measures are happening.
- ii. 2021 Shooting Sports numbers are as follows: 97 youth participants/143 spots; 55 – archery, 15 – air rifle, 13 – air pistol, 32 – BB gun, 28 - .22 rifle/pistol.
- iii. Mack also updated the board on other 4-H events happening at the BCOAC.

8. Regular Business

- a. Be it noted, the May 2021 meeting was moved from May 31st to May 24th due to the Memorial Day holiday.
- b. Motion by Sigl, seconded by Dupraz to accept the Trane quote for installing a duct heater for the GF&P offices. All members vote “aye.” Motion carried.
- c. Motion by Wiese, seconded by Wendt to approve the PRC member/appointed positions and RSO volunteer lists. All members vote “aye.” Motion carried.

9. Other Business

- a. The board reviewed the possible changes to the facility's mission statement. Huber will present a final draft at the February meeting.
- b. Huber said that he has been saying “no” to marketing propositions. He said he wants to figure out where and what they really want to do with the facility first.
- c. Huber discussed hiring an additional full-time Office Manager position. Krogman said they need to see what the actual costs are for running the facility. Jensen suggested tracking hours that are spent on maintenance and promoting the facility to get an idea of what may be needed.

10. Adjournment

- a. Motion to adjourn by Wiese, seconded by Sigl. All members voted “aye.” Motion carried.

11. Next Meeting Date

- a. The next meeting is Monday, February 22, 2021 at 12:00 PM at the BCOAC.