

## Meeting of the Brookings County Extension Advisory Board

April 18, 2018

Brookings County Outdoor Adventure Center

**Members Present:** Miller, Pickard, Mack, Houtman, Waldner, Parmely, Ford, Dupraz

**Members Not Present:** None.

**Guests Present:** None.

Meeting called to order by Vice Chair Parmely.

**Secretary's Report:** Miller motioned to approve with second by Ford.

### **Budget**

Financial Review

February and March were reviewed. Motion to approve financial review by Waldner and second by Miller.

### **Storage Trailer**

Mack reported Jeff Gullickson of Farmer's Implement and Irrigation and Valley Irrigation have donated a trailer for storing Achievement Day items to Brookings County 4-H. This donation includes storage of the trailer and hauling the trailer to and from Achievement Days. Mack will check into having the trailer wrapped with advertising for Farmer's Implement and Valley Irrigation.

### **2019 Budget Request**

Susan Vander Wal, Secretary of Brookings County Extension/4-H announced her retirement effective October 2018. In her resignation letter, she highly recommended that the BCEAB request a full-time position to provide stability to the Brookings County 4-H program.

Mack highlighted that there were needs for updated software to provide improved handicap accessibility online readers. The postage meter is more than 10 years old and doesn't work well with current digital system. With Susan's retirement there will be a request to fill vacancy.

2019 budget was discussed. Mack will complete the budget packet and email to BCEAB members for feedback before it is submitted.

Budget hearing will be June 12 at 9:45 a.m. Mack will be at 4-H camp and unavailable to answer Commission questions during the budget hearing.

### **Commissioner Update**

Nothing currently.

### **Other items**

Nothing currently.

**Next Meeting Date:** To Be Determined.

**Motion to Adjourn:** Parmely.

Respectfully Submitted,

**Meeting of the Brookings County Extension Advisory Board**

\_\_\_\_\_, Secretary  
Jennifer L. Pickard

UNAPPROVED