

MINUTES  
BROOKINGS COUNTY OUTDOOR ADVENTURE CENTER  
ADVISORY BOARD MEETING  
Monday, May 18, 2020 at 12:00 P.M.

The Brookings County Outdoor Adventure Center Advisory Board met on Monday, May 18, 2020 at 12:00 PM with the following members present: Arden Sigl, Larry Jensen, Terry Wendt, Tim Reed and Marty Stanwick. Member Rocco Murano was present via telephone. Others present: Dustin Huber, Stacy Steffensen and Sonia Mack via telephone. Absent: Ryan Krogman, Paul Wiese and Andy Dupraz.

**1. Call to Order**

Vice-Chairperson Jensen called the meeting to order at 12:00 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 Reed, seconded by Stanwick. Motion carried.

**4. Approval of Minutes**

Motion to approve the minutes from the April 27, 2020 by Reed, seconded by Wendt. Motion carried.

**5. Financial Report**

BCOAC Director Dustin Huber presented the year-to-date revenue and expenditure reports. Motion to approve the report made by Sigl, seconded by Wendt. Motion carried.

**6. Reports**

**a. Director's Report by Huber**

- i. HVAC system: filters were replaced, belts checked, coils cleaned, and filters are on hand when needed.
- ii. Training with Safe & Secure on building security program.
- iii. Working on creating a new video that is shown when customers come in to use the gun range.
- iv. Updated board on use of the facility including upcoming meetings and customer numbers.
- v. Discussed capital purchases: pipe and drape, a new speaker system and projector.
- vi. By consensus, the board agreed that family memberships only include youth 17 and under.

**b. Pistol Range Committee Report by Sigl**

- i. Sigl said the next meeting is scheduled for June 9, 2020. He said maintenance of the range will start again now that the building is open to the public.

**c. Archery Range Committee Report by Wiese**

- i. No report

**d. 4-H Youth Program Advisor's Report by Mack**

- i. 4-H programming has been changed from in-person to virtual.
- ii. Summer intern has started and is working on local programming.
- iii. Leaders meeting tonight to start discussions on Achievement Days and options for a modified in-person event or a virtual event.
- iv. Mack's return to the office scheduled for June 1, 2020.

**7. Regular Business**

- a. The board reviewed the FY2021 proposed budget. There was discussion on the continuing concerns with the HVAC system, as well as submitting reimbursement through the GF&P grant.

Motion by Reed, seconded by Wendt to forward the budget as presented to the County Commission but allow for adjustments by staff, as needed. Motion carried.

**8. Adjournment**

a. Motion to adjourn by Wendt, seconded by Sigl. Motion carried.

**9. Next Meeting Date**

a. The next meeting is Monday, June 29, 2020 at 12:00 PM at the BCOAC.