

MINUTES  
BROOKINGS COUNTY OUTDOOR ADVENTURE CENTER  
ADVISORY BOARD MEETING  
Monday, October 26, 2020 at 12:00 P.M.

The Brookings County Outdoor Adventure Center Advisory Board met on Monday, October 26, 2020 at 12:00 PM with the following members present: Ryan Krogman, Arden Sigl, Larry Jensen, Terry Wendt, Marty Stanwick, Tim Reed and Andy Dupraz. Others present: Dustin Huber, Stacy Steffensen and Sonia Mack. Absent: Rocco Murano.

**1. Call to Order**

Chairperson Krogman called the meeting to order at 12:03 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. Approval of Minutes**

Motion to approve the minutes from September 28, 2020 by Jensen, seconded by Wendt. All members voted "aye." Motion carried.

**5. Financial Report**

Motion by Reed, seconded by Jensen to approve the Financial Report. BCOAC Director Dustin Huber presented the year-to-date revenue and expenditure reports. All members voted "aye." Motion carried.

**6. Reports**

**a. Archery Range Committee Report**

- i. Huber said the Archery Range Committee is not meeting regularly and he is trying to get them started again. Dupraz said those associated with 4-H archery would be willing to help.

**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. Huber said Enhanced and Basic Pistol classes were well attended and additional classes have been added before year-end.
- iv. General maintenance items included changing filters, heat tape and insulation in the GF&P offices, issues with the classroom HVAC unit, snow removal, the generator hook-up installation and cleaning the berm and dynamic filters.
- v. Huber also discussed advertising, staffing and updated the board on the Emergency Response Plan.
- vi. Huber said he met with Commissioner Krogman and Jensen to discuss pricing.
- vii. He also discussed 2021 scheduling.

**c. Pistol Range Committee Report**

- i. Sigl said the committee met on October 13, 2020 and discussed the continuation of the Basic Pistol class.
- ii. Sigl said there is still interest in affiliating with the Glock Firearm Company.
- iii. He discussed upcoming leagues that are expected to start in January.
- iv. Sigl said lane seven is still out of service as they are waiting on the cable that connects to the target carrier. Huber said he hopes the cable will arrive in early November.

- v. Sigl said customer traffic is slow but steady. He said a significant factor, based on his discussions, is due to the ammunition shortage.

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

- i. Mack said the 4-H Recognition Event will be aired on Tuesday, November 10<sup>th</sup> at 7:00 PM and the 4-H Shooting Sports Awards Night will be aired on Thursday, November 12<sup>th</sup> at 7:00 PM both on the SDSU Extension-Brookings County 4-H Facebook page.
- ii. She updated the board on conferences that she either attended or will be attending virtually.
- iii. Mack discussed the upcoming 4-H Shooting Sports seasons.
- iv. She also said the 4-H Livestock Judging Team placed 9<sup>th</sup> at the national competition in Kansas.

**7. Regular Business**

- a. Motion by Stanwick, seconded by Wendt to close the BCOAC on Thursday and Friday, November 26-27, 2020 in honor of the Thanksgiving holiday. All members voted "aye." Motion carried.
- b. Motion by Dupraz, seconded by Sigl to approve the Emergency Response Plan for the BCOAC. Huber reviewed the plan with the board. All members voted "aye." Motion carried.

**8. Other Business**

- a. Huber reviewed the BCOAC Terms of Use Agreement with the board. He said this agreement will be used moving forward for any group using the facility.
- b. Huber discussed the operating hours of the facility. He said he would prefer to have staff present when anyone, including members, have access to the building. However, he understands that may not be feasible. Huber and Mack discussed several options for changing hours to meet the needs of 4-H. Huber is going to email the different options to the board members for their review prior to the next meeting. The board also discussed creating a business model for the facility, as well as reviewing the mission statement.

**9. Adjournment**

- a. Motion to adjourn by Stanwick, seconded by Reed. All members voted "aye." Motion carried.

**10. Next Meeting Date**

- a. The next meeting is Monday, November 30, 2020 at 12:00 PM at the BCOAC.