

*Brookings County 4-H Strategic Plan and Goals
Brookings County Extension Board Recommendations
January 2016*

Goals

1. Program growth of 15% by 2020; include growing programming in robotics and gardening.
 - a. *Extension would like to request that 4-H be allowed to use the area north of the back door for gardening/raised beds and additional project work.*

2. Develop a marketing plan in order to make Brookings County 4-H more visible; to include signage and improved web site location/navigation.
 - a. *Extension would like to have signage placed on the driveways to direct people to the Resource Center. Sign locations to include: Highway 14 & 32nd Ave., 34th Ave. lot entrance, on the building at north and south entrances, and on the entrance doors.*

3. Create a workable/reasonable agreement between the Swiftel Center/City of Brookings and Brookings County for use and maintenance/minor repairs.
 - a. *Specific maintenance/minor repair agreement between the County and Swiftel Center. Agreed upon hourly dollar amount to be charged for maintenance.*

 - b. *Lawn care/snow removal costs to be based on an equitable share.*

 - c. *Contract with an outside entity for cleaning/janitorial. Cost savings to current budget as cleaning can be contracted for \$25 per hour, approximately 4 hours per cleaning. Office cleaning 1x /week; conference room cleaning 1x or 2x/month, C&D cleaning 1x/month or as needed based on 4-H use.*
 - *Currently, the bathroom is cleaned, garbage is emptied and carpets are spot-vacuumed/spot-cleaned.*

 - d. *Regain scheduling of C&D with a Plan B of a "shared calendar" to avoid scheduling issues. 4-H remains exempt from being tied to Swiftel catering if scheduling responsibilities of C&D are returned to the county. Extension would like to share rooms C&D but have control of the calendar.*
 - *As it worked previously, C&D could be rented from the county but there was no set up or tear down. If a renter wanted set up and tear down, he/she would need to communicate with the Swiftel Center*
 - *Current situation, county pays utilities and Swiftel Center keeps rent from the use of the space.*

- *Consider: Bill Swiftel Center for utilities when using room C & D assuming that points 3a, 3b and 3c above are adopted.*
- e. *Maintain consistent discussion between members of the Swiftel Center and the Extension Office. This will enable open lines of communication to better convey the needs of each interested party in the future.*
 4. A permanent location for 4-H in Brookings County where we can be confident that we won't have to move unless the county/extension board has scheduling authority for the Brookings County Resource Center (to include county room C, D, board room and small conference room).
 5. Hold a town hall meeting/needs assessment in the next 5 years in order to determine programming direction and maintain inclusion amongst all stakeholders.
 6. Accept claims from Brookings County Extension/4-H with two staff signatures as opposed to requiring an extension board member signature.