

Brookings County Extension Advisory Board Meeting

Tuesday, April 21, 2020 12:00 pm

<https://sdstate.zoom.us/j/97991970859>

Members Present: Dick Waldner, Ronny Parmely, Commissioner Larry Jensen, Ronda Stewart-Houtman, Deb Ford, Laura Stern, Jennifer Pickard, and Sonia Mack

Members Not Present: None

Meeting called to order by Chairman Parmely.

Invitation for a Citizen: None requested time.

Secretary's Report: Minutes from February 18, 2020 were approved by Waldner and seconded by Pickard.

Budget:

- **Financial Review:** Motion to approve February-March 2020 financials by Ford, seconded by Waldner.
- **2021 Budget Request:** Mack presented an initial 2021 budget proposal and noted suggested changes. Board discussed the minor equipment spending, to include purchase of a desktop computer, two laptops, and a DLSR camera. Mack brought up the idea of purchasing the 4-H Now app out of the projects budget line and board discussed. Jensen motioned to increase the projects budget line to \$5,000 to allow for the purchase of the 4-H Now app. Motion seconded by Ford, motion passed. Waldner motioned to approve the proposed 2021 budget with the change. Seconded by Ford, motion passed.

Commissioner Report: Jensen reported business as usual. Offices open, some by appointment only or with limited services. Working to accommodate the public as well as they can.

4-H Advisors Report:

- Since working from home, a group of youth program advisors have been developing trainings to be conducted over Zoom. One Special Foods training held in March, another will be held on April 23, and another one in the future.
- 4-H clubs are meeting through Zoom. Sonia has been working with clubs to help link into Zoom as needed.
- Leader's Association will meet via Zoom in May.
- Weigh-ins have been cancelled. The office is working on a checkout system for DNA samples and ID tags for animals. Still working with June 1st deadline for animals.
- 4-H drop box has been relocated to the outside of the BCOAC building to allow for easier drop off as the building is closed to the public. Support staff is working modified hours.
- There are weekly meetings with the state program advisor regarding programing changes. No formal cancellations have happened yet, we are still waiting on final word of what events will be able to be held this summer. Even if there are some face-to-face events possible, they will need

to look different in order to limit interaction. Staff is working together to plan for whatever type of events/activities will be possible.

Other Items: Mack mentioned that she has not received the 2021 Budget Hearing schedule. When the schedule is sent, she will notify the board of the date and time.

Next Meeting: Board will meet again in October. Meeting date will be set by doodle poll.

Meeting adjourned by Parmely.

Respectfully submitted on behalf of Secretary Ford due to virtual meeting,

_____, Program Assistant

Jessica Hansen