

MINUTES
BROOKINGS COUNTY OUTDOOR ADVENTURE CENTER
ADVISORY BOARD MEETING
Monday, August 24, 2020 at 12:00 P.M.

The Brookings County Outdoor Adventure Center Advisory Board met on Monday, August 24, 2020 at 12:00 PM with the following members present: Ryan Krogman, Arden Sigl, Larry Jensen, Terry Wendt, Marty Stanwick and Andy Dupraz (arrived at 12:40 PM). Others present: Dustin Huber, Stacy Steffensen and Sonia Mack. Absent: Paul Wiese, Tim Reed and Rocco Murano.

1. Call to Order

Chairperson Krogman called the meeting to order at 12:02 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 Stanwick. All member voted "aye." Motion carried.

4. Approval of Minutes

Motion to approve the minutes as amended from July 27, 2020 by Stanwick, seconded by Wendt. All members voted "aye." Motion carried.

5. Financial Report

Motion by Stanwick, 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 by Huber

- i. Huber said they did a Facebook post about the upcoming hunting season to attract archers and ordered new targets for the range.

b. Director's Report by Huber

- i. Huber discussed attendance at the facility and discussed capacity of rooms as it relates to COVID.
- ii. There was an enhanced concealed carry class and a basic pistol class in August.
- iii. Huber discussed some general maintenance items.
- iv. Advertisement fliers were handed out at Runnings, Gas N More, Dunham's and the Exchange. Facebook was used to promote the upcoming archery season.
- v. Huber said he will need to hire two more part-time staff members.

c. Pistol Range Committee Report by Sigl

- i. Sigl said the appendices to the SOP were approved.
- ii. Sigl discussed membership on the PRC and required attendance at meetings.
- iii. There was discussion on becoming a Glock Firearms associated range and what the requirements are for that designation.

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

- i. Mack updated the board on Achievement Days activities, as well as the upcoming State Fair.
- ii. Mack discussed upcoming 4-H dates.
- iii. Mack also discussed COVID requirements from SDSU Extension.

7. Regular Business

- a. Huber discussed the changes to the appendices of the Standard Operating Procedures. Motion by Wendt, seconded by Sigl to approve the appendices. All members voted "aye." Motion carried.
Dupraz arrived at 12:40 PM.
- b. The board discussed striping the parking lot. There was discussion on the alignment of the striping taking into consideration safety concerns, as well as events at the softball complex. Motion by Dupraz, seconded by Wendt to have Huber get quotes for an updated striping layout with approval by Krogman and Jensen before proceeding. All members voted "aye." Motion carried.
- c. Huber discussed advertising IN the Swiftel Directory. The board said advertising is at Huber's discretion as long as it fits within the budget.

8. Other Business

- a. Huber said all board members need to sign the 'Conflict of Interest' policy.
- b. He discussed GF&P grants.
- c. Huber said he has a meeting scheduled with David Parker, Director of the Outdoor Campus in Sioux Falls, to discuss the possibility of partnering on programming.
- d. He also discussed building insulation issues.
- e. Huber presented the draft Emergency Response Plan. He said that both County Emergency Management Director Robert Hill and Sheriff Stanwick will review it and revisions will be presented at the next meeting.

9. Adjournment

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

10. Next Meeting Date

- a. The next meeting is Monday, September 28, 2020 at 12:00 PM at the BCOAC.