

**MINUTES**  
**BROOKINGS COUNTY OUTDOOR ADVENTURE CENTER**  
**ADVISORY BOARD MEETING**  
**Monday, May 20, 2019 12:00 noon**

The Brookings County Outdoor Adventure Center Advisory Board met on Monday, January 14 at noon with the following members present: Ryan Krogman, Arden Sigl, Tim Reed, Rocco Murano, Martin Stanwick, Sonia Mack, Jerry Nold, Andy Dupaz, Arden Sigl, Larry Jensen.

Board member Paul Wiese was absent.

**1. CALL TO ORDER**

Chairperson Ryan Krogman called the meeting to order at 12:06 pm.

**2. DETERMINATION OF QUORUM**

A quorum was determined as being present for the current meeting.

**3. APPROVAL OF AGENDA**

Motion to approve agenda by Jensen, seconded by Reed. Motion carried.

**4. Approval of Minutes**

Motion by Stanwick, Second by Jensen motion to approve minutes carried.

**5. DISCUSSION AND ACTION ITEMS**

5. a. Financials- year to date report-Director Heismeyer.

- Personnel expenses 48,000 YTD, 30% budgeted at the end of April so right on track.
- Averaging \$1,600/month in utilities
- First quarter revenue has averaged \$1,700-\$2,500 per week and have reached 34% of our annual revenue goal.
- Kristen explained that the Day pass conversion ratio to member ship is after 5 day passes approx. ¼ of folks will by a membership. Stanwick says they are giving away free day passes with concealed carry permits and we are seeing lots of those folks in the range.
- Motion by Murano to approve financials, second by Reed-motion carried.
- Additional programing is planned over the summer, the BOAC makes approx. \$2,700 for each adult class it puts on, youth classes are typically no charge or little fees.

5. b

- Looking forward into the future Kristen is researching associated costs with replacing volunteer RSO's with paid staff. This converts to approx. 2984 hours or \$30,000
- Would need to hire 4 PT individuals to cover hours.
- Current staff are all RSO certified
- Arden expressed concerns regarding volunteers and that this would be a good topic for the PRC.

- Krogman discussed the merits of volunteer staff and that the good will and community involvement may be worth more than the 30,000 price tag of paid RSO's
- Remainder of 2020 budget was presented (see handout)
- The decision was made to table the request for 30,000 for paid RSO's Motion my Stanwick, Second by Jensen motion carried.
- Jensen discussed the need for staff to be at the front desk during all hours, maybe the potential of a FT person to aide the director, or using part time staff to cover hours if the director is out for meeting, etc.
- Kristen mentioned that she would like the BOAC to own and operate its own vending machines, could help with certain expenses and currently we don't receive any proceeds from vending machines.
- As part of the Joint Powers Agreement for the intern will need to sign a county waiver, and the states attorney is satisfied with the new agreement.
- The new firearm waiver is in place.

## 6. Committee Reports

Pistol and Range Committee update by Sigl.

- Arden handed out a motion adopted by the PR committee on May 14 regarding and SOP revision for black powder-This change for the range SOP will prohibit the use of black powder or black powder substitutes. It also bans the use of shells containing multiple projectiles. Motion by Arden, second by Stanwick to adopt revision, motion carried.
- Kristen mentioned that we have seen a large increase in the use of the range by federal partners.

Archery Commttee report Kristin.

- We have ordered new youth buttress material with a 5 year warranty.
- 4,500 for all 7 – claim has been paid
- All new youth arrows will limit damage potential from kids shooting into the walls and ceiling.

4-H report by Mack.

- Dog programs started this week
- Day camps will be in June
- 2 summer interns recently started in 4-H office.

## 7. Directors Report-Kristin

- Lead was last removed in Nov of 2017
- Since then we have had 8,200 range uses, ½ of that in the last year.
- 18,000 lbs of lead was removed
- Floors in the BOAC need maintenance, carpets need cleaning.
- Kristen would like to close the facility for 5 days in August to get all of this done.
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Adjourn at 1:32 by Krogman.

## 11. NEXT MEETING DATE

Next meeting June 24<sup>th</sup> at noon.

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Rocco Murano  
BCOAC Advisory Board Secretary

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