

Pennington County Extension Advisory Board Meeting Minutes

November 2, 2015

Meeting was called to order at 5:34 PM by Patty Brunner.

Present at meeting: Lyndell Peterson, Theresa Derr, Patty Brunner, Lisa Moon, Jane Amiotte, Matthew Olson

Agenda: Motion to approve the previous meeting minutes was made by Theresa Derr, Seconded by Lyndell Peterson. Motion Carried.

Monthly Budget Update: A New laptop was ordered for use by Matt Olson. Four desktop computers in the office are scheduled to be replaced, in order to comply with the county policy of replacing computers every 4 years. Plan is for the Laptop that was ordered for Matt will serve as his main computer, replacing his desktop computer. His desktop computer will then go to update an older computer that is available for public use. It is in our budget to replace two desktop computers next year. There was no staff assistant for July and August, Monies budgeted for those months will be returned to the county. Rest of budget was reviewed. Matt plans to order curriculum and 2 desktop computers before the end of the year.

Old Business:

Budget: Budget approved for 2016 by county commissioners. There was an increase in employee mileage. Right now employees get reimbursed at 42 cents/mile for personal vehicle use. If they use a state vehicle it is 24 cents/mile. Pennington County is second on the list to receive a state vehicle from SDSU.

Support Staff: Melinda Christiansen was hired in August. The office has updated furniture through county surplus. Lyndell recommended that extension focus on both BHSS and WJLS to showcase 4-H and youth Activities. Board Members need to visit with Peter Nielson on the importance of both to showcase 4-H.

New Business:

Matt and Jane gave a summary of their projects and programs done from June 11-September 30 for matt and February 1-September 30 for Jane.

Donna Bittiker talked with Matt About changing Janes Position to full-time. A spreadsheet was presented to the board showing Pennington County would need to contribute at least \$9000.00 more per year to make this change. It was recommended that the office do a needs assessment with the schools and Holli as well as the Leader's Association before pusing the issue.

Extension Board Members need to get their letters of intent turned into Matt as soon as possible. We need at least five members. Each member was encouraged to recruit new board members.

Matt invited the Extension Board members to the recognition event on Sunday November 8.

Next board meeting will be Monday January 11 at 5:30 PM at the Walter Taylor building.

Patty adjourned the meeting at 7:14PM