

# Proceedings of the Pennington County Extension Advisory Board

July 20, 2020

The Pennington County Extension Advisory Board met on Monday, July 20, 2020 at the Walter Taylor Building. Matthew Odden called the meeting to order at 5:36pm with the following Board Members present: Matthew Odden, Patty Brunner, Joyce Bowman, Dallas Vos (called in), Alan Van Bochove, SDSU Extension 4-H Youth Program Advisors Regina Bakley and Jane Amiotte, and Staff Assistant Kimberly Suckow were in attendance.

*Note that while SDSU Extension 4-H Youth Program Advisor Regina Bakley and Jane Amiotte attended, and Staff Assistant Kimberly Suckow attended, they are not appointed to the Extension Advisory Board and did not vote on matters presented to the Extension Advisory Board.*

## **Review and Approval of Agenda**

MOVED by Patty Brunner & seconded by Joyce Bowman to approve the agenda. Motion passed: 5-0

## **Review and Approval of the Minutes from April 20, 2020**

MOVED by Joyce Bowman and seconded by Patty Brunner to approve the minutes with one correction to spelling. Motion passed: 5-0

## **Vouchers were passed around for review**

## **2020 Budget Update**

Kimberly distributed a spreadsheet showing the 2020 budget with the 10% reduction. There is \$32,571.09 remaining in the budget as of the end of June. The spreadsheet projects that extension will be \$1,834.19 below budget by year end.

## **Old Business**

**Crack in auditorium wall** - Kimberly reported that repairs have been completed.

**Stoves in kitchen** - Regina reported that K&D the will look at the stoves on Aug 3<sup>rd</sup> and provide a quote to repair the stoves. After the cost to repair the stoves is established, an email will be sent to the board to vote on repairing the stoves or to discard the old stoves if appropriate. Patty requested that the email include the cost to replace the stoves.

**Promotion & Expansion Committee Update** - Regina reported that she is still looking for 1 non 4-H adult, 1 non 4-H youth, and 1 4-H adult to complete the committee. The total committee will consist of 1 County Commissioner, 3 non 4-H affiliated adults, 1 non 4-H affiliated youth, 3 4-H affiliated adults, and 1 4H affiliated youth.

**Work Hours During Holidays** - Kimberly handed out a schedule of holidays that the Pennington County 4-H Office will observe. The 4-H Office is observing the same holidays as the South Dakota Board of Regents. The 4-H Office is exempt from following the County Holidays.

**Covid-19 structure update** - Kimberly has purchased cleaning supplies and masks for the office. The state extension office provided a plexiglass shield for the front desk.

**2021 Budget Update** - No update available.

**New Business**

**Jane's Report** - Jane hand out a report detailing her work from April through June. Jane has been taking online development classes. Presentations to schools may have to be completed by zoom meetings when school resumes.

**Regina's Report** - Regina has moved back into the office full time. Regina reported Extension will manage 4-H events based on three levels Covid-19 restrictions (levels A, B, and C). Extension is currently following level B parameters. The Wall and New Underwood 4-H rodeos are approved. The 4-H horse show is approved. The state fair is taking place with many modifications. The state horse show has been scheduled. The goal is to have events feel as normal as possible while complying with Covid-19 guidelines. During Pennington County Achievement days 4-H members will need to select which projects they want to present directly to a judge since judging interviews will be limited. Their other projects will be judged without a live interview. Judges are still needed for the Pennington achievement days. Achievement days is Aug 20.

**ADJOURN**

MOVED by Alan Van Bochove and seconded by Joyce Bowman to adjourn the meeting. Motion passed: 5-0

*The next meeting of the Extension Advisory Board is October 19, 2020 at 5:30pm.*

Minutes submitted by Alan Van Bochove.