

Pennington County Extension Advisory Board Meeting Minutes

May 9, 2023 – 5:30 PM

The Pennington County Extension Advisory Board met on Tuesday May 9 ,2023 at the Walter Taylor Building. Odden called the meeting to order at 5:32 PM with the following board members present in Person Heather Chambliss, John James, Kim Suckow and SDSU Extension 4-H Youth Program Advisor, Regina Bakley and via Zoom Matt Odden and Patty Brunner.

Note that while 4-H Staff attended they are not appointed to the Extension Advisory Board and did not vote on matters presented to the Extension Advisory Board.

The Pledge of Allegiance and 4-H pledge were recited.

Approval of Agenda

Moved by John James and 2nd by Patty Brunner. Motion Passed

Approval of the Minutes

Noted one correction. Moved by John James and seconded by Patty Brunner. Motion passed

Review Vouchers

Vouchers viewed by the members present. Matt Odden reviewed and approved prior to the meeting, and they are available at the 4-H office if needed.

Budget Update

2023 Budget is on track as projected. March numbers are finalized by the auditor and April's numbers are still pending finalization. It was noted that there will be a projected overage in the travel expenses as the State Fair Hotels were more than expected because state rate was not allowed during State Fair. This was not known when the budget was made in May 2022.

In case there is a category that has a surplus Kim and Regina are going to create a Wish/Want list of items that would be of need and use for future events or increase in workflow efficiency to be purchased at year end.

Old Business

- Extension Board Member payment
 - The board needs to fill out the forms and return to Kim.
- Extension Board Structure-
 - The board was presented with the updates and suggestions from Holli Hennies by Regina.
 - Youth voice

- This section will be added to the agenda starting at our next available meeting.
 - The board is going to come up with a list of topics and invite youth from the community to discuss these topics and each meeting.
 - Youth will be notified via the 4-H Friday newsletter and by project interest areas.
 - Public Comment Section
 - This section will be added to the agenda starting at our next available meeting.
- By Laws-Approval of changes
 - The proposed changes were emailed to the board members prior to the meeting for reviewal.
 - Discussed the proposed changes and the board approved the changes as presented.
 - Moved by Patty Brunner and 2nd by John James. Motion carried.

New Business

- 2024 Budget Review and approval
 - Discussed line items for the upcoming year.
 - The final budget to be presented is \$104,433.00.
 - Moved by John James to accept budget as viewed to be presented, Heather Chambliss 2nd. Motion carried.
 - Discussed the dates for Budget Hearings with the Pennington County Commissioners and the Board representation for the proposed date in case the commissioners have questions.
- Jane's Report
 - Provided for board to read. See attached.
- Regina's Report
 - Presented to board. See Attached

Adjourn

Motioned by Heather Chambliss at 6:30pm and seconded by John James. Motion Passed

Next Meeting:

July 11, 2023 @ 5:30

October 10, 2023 @ 5:30

Respectfully submitted by: Heather Chambliss Pennington County Extension Advisory Board Member