

Pennington County Extension Advisory Board Meeting
February 29, 2024 – 5:30 PM In Person & Phone Conference

The Pennington County Extension Board met on Thursday, February 29th, 2024 at the Walter Taylor Building. Odden called the meeting to order at 5:30 PM with the following board members present in Person Heather Chambliss (Via conference call) John James, Matt Odden, Patty Brunner, and Travis Lasseter. SDSU Extension 4-H Youth Program Advisor, Regina Bakley.

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

The Pledge of Allegiance and 4-H pledge were recited

Approval of Agenda

Moved by Patty Brunner and 2nd by Travis Lasseter. 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 complete and finalized with the county, there were additional funds remaining as the staff did not have a long “wish list” for 2023

2024 Budget was review and is on track. Questions were asked on staff assistant dental insurance and the advisor contract from SDSU, Bakley stated that Suckow has decided to use her dental benefits this year and that the contract only shows a slight increase from 2023 and is set to be paid in March directly to SDSU

Old Business

- Security Camera Quotes for front office door – Bakley updated that the camera quotes came in cheaper than anticipated and have since been installed and seem to be working well.
- New Copier Machine – Evergreen Says Parts are hard to get - quotes from Evergreen and A&B Business. Bakley updated board on the process of purchasing a new printer and informed them that the office has received quotes from two different local shops, it was mentioned this will need to be decided at the April meetings to be sure it makes it in to the budget for 2025. It was motioned by James and seconded by Lasseter to table this conversation until April, the motion carried.

New Business

- Elections of Chairperson
 - James nominated Odden to serve as chairperson for 2024, Lasseter seconded the motion. Brunner motioned to cease nominations, Chambliss seconded. The motions to elect Odden as chairperson passed unanimously.
- Vice Chairperson
 - James nominated Brunner to serve as vice chairperson for 2024, Lasseter seconded the motion. Chambliss made a motion to cease nominations, seconded by Lasseter. The motion to elect Brunner passed unanimously.

- Secretary
 - Brunner nominated Chambliss, Lasseter seconded the motion. There was no other interest in serving in this role, the motion to elect Chambliss passed unanimously.
- Approval of Kids Craft Fair weekend before Thanksgiving – Bakley stated a club is planning a Kids Craft Fair that will allow local young entrepreneurs to sell things they have created, she noted that not all youth or individuals in attendance will be 4-H members and wanted to request they have permission to use the building. Chambliss made a motion to approve the request of them using the 4-H building, James seconded; motion carried. There was a note made that the board is in agreement that 4-H members should be given preference for space.
- Jane’s Report – Was not in attendance, report not provided.
- Regina’s Report – Presented to board and a copy was provided. Can be found attached.

Mission Moment – Bakley stated that from the state 4-H office perspective, the board is meant to help advise in all areas of the program and help with promotion/expansion when applicable. Bakley explained that most counties in South Dakota are currently not in parity – Including Pennington County so she wanted to share the below information from the guidance document from the State 4-H Office for the board to consider. The Mission Moment is something for board members to take home, think about and come to the next meeting with an action plan.

- Committee represents all aspects of the county and brings with them different experiences. Members should also be knowledgeable about youth in their community including problems, interests, ideas to solve issues, and available resources. This makes the committee an invaluable resource to program planning of the county 4-H program.
- Work to identify human resources in the community that can assist with varying components of the 4-H program (e.g., local chef to assist in coaching the Special Foods Contestants).
- Arrange special features in local media (i.e., newspapers, radio, and television) to promote 4-H throughout the year.
- Assist in identifying barriers of entry for youth into 4-H programs and find solutions.

Youth Voice

- There were no youth in attendance. Bakley stated this this will stay on the agenda for each meeting and can be used in multiple capacities; when 4-H youth are in attendance and have something to share, with guest youth are invited to speak at a meeting or when the board has questions about specific 4-H topics the office will bring in youth with experience in the topic in question.

Public Comment

- No public present at meeting.

Next Meeting:

April 22nd 5:30pm

June 17th 5:30pm

September 16th 5:30pm

November 18th 5:30pm

Adjourn

Motioned by Lasseter to adjourn at 6:14pm, seconded by James. Motion carried.

Respectfully submitted by: Regina Bakley, Pennington County 4-H Youth Program Advisor

DRAFT