



DEPARTMENT OF AGRICULTURE
NEVADA JUNIOR LIVESTOCK SHOW BOARD

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MINUTES

Wednesday, August 7, 2013 at 5:00 p.m.
1350 Wells Avenue
Reno, Nevada

Please note: The Nevada Junior Livestock Show Board may address agenda items out of sequence to accommodate persons appearing before the Board or to aid the efficiency or effectiveness of the meeting. The Board may combine two or more agenda items for consideration, and the Board may remove an item discussion relating to an item on the agenda at any time. (NRS 241.030).

1-Call to order, roll call of members and establish a quorum

President McKinney called the meeting to order at 5:02 p.m. A quorum was established

Public Comment

2-Review and Approval of Agenda

Ms. Chvilicek moved to approve, seconded by Mr. Richards. The motion was passed.

3-Review and Approval of June 12th 2013, meeting minutes

Ms. Chvilicek moved to approve, seconded by Mr. Richards. The motion was passed.

4-Correspondence

Mr. Hellwinkel informed the Board that a card was received from Cheyenne Bidart thanking them for the scholarship that was given to her. Mr. Hellwinkel also informed the board of an email that was received from a parent whose child had yet to receive her check from selling her animal at the Nevada Junior Livestock Show and Sale. The check has been delivered. A discussion ensued.

Mr. Hellwinkel also mentioned a problem regarding a show participant selling her backup animal at the Nevada Junior Livestock Show and Sale. A discussion ensued.

Mr. Richards moved to approve the correspondence as read, seconded by Mr. Miller. The motion was passed.

5-Move to the new office

a. Phone and internet

Mr. Hellwinkel announced that the Department is working on getting phone and internet at the new office. They are working on putting in a T-1 line. It has been approved but Mr. Hellwinkel was not given a time line. The cost of the move is not known.

b. Address change, stationary, etc.

Mr. Hellwinkel informed the Board that they are currently using the last of the old stationary. He plans on using a digital letterhead. The mailing address will stay the same.

c. Painting/carpet

There is still things in the new office that need to be moved into storage. It was suggested to take the old computers to “New to You” in order to be recycled. Many files belonging to the state fair still need to be taken care of. Mr. McKinney suggested getting a quote on the cost to paint and add new carpet into the new office. Ms. Chvilicek moved to secure quotes for painting and carpet, seconded by Mr. Richard. The motion was passed.

d. Other

A quote is needed for window on the front door of the new office which is currently cracked at the bottom. The Department of Agriculture is planning on sending a sign for the new office. Mr. Hellwinkel mentioned having a college student paint the office. A discussion ensued on liability.

6-Pass thru funding from Department of Agriculture

The Director of The Department of Agriculture has given the board \$20,000 of pass thru funding for the Nevada Junior Livestock Show. While filling out the form for the funding, there was a problem with the EIN number which goes back to Bill Behrens. A discussion ensued. The money can be used to buy new computers and a printer.

7-Financial Report

a. Outstanding Invoices

A bill was received from the City of Reno for the fire inspection at the show for the first time.

Mr. Hellwinkel printed \$3,400 of carcass of merit payments this year which is an improvement from the previous year. The Show and Sale checking account had \$4,600 available at that time. A discussion ensued.

b. Year end balance statement

Mr. Hellwinkel gave a financial update to the board.

c. Scholarship program update – Judy Rumbaugh Memorial

A discussion was held on scholarship funds that were still available.

d. Other

Ms. Chvilicek moved to receive and file the financial report, seconded by Mr. Miller. The motion was passed.

8-Board Member Nominations

Mr. McKinney and Ms. Elston renewed their spots on the Board. There are 2 open spots on the Board from the Reno Rodeo & the University of Nevada, Reno. Dale Holcombe, of the University of Nevada, Reno, accepted her nomination. It is expected that Tom Cates will represent the Reno Rodeo.

9-2014 Show

The 2014 show will take place May 15-18, 2014.

a. Sheep Judge

All of the judges will be returning next year except the Sheep/Goat judge. Mr. McKinney will look at the possibilities.

b. Quality Assurance

Ms. Chvilicek mentioned there are quality assurance modules online from Washington State which can be used. Ms. Chvilicek and Mr. Miller will work on the improvement of the quality assurance program. A discussion on the Board creating its own quality assurance program took place.

c. Photographer

A list of suggested requirements for the photographers to meet was presented by Mrs. Hoskin. More suggestions were made to ensure for better for photographs.

d. Date

The 2014 show and sale dates are May 15-19.

e. Youth Advisory Council

The youth advisory council is currently working on a historical display.

f. Agenda

The agenda will be voted on next meeting.

g. Other

Mrs. Hoskin attempted to get in contact with Harvest Plants but was unable to reach them as of yet.

10-Old Business

a. Advisory Committee Report

Problems with the advisory committee must all be addressed before the meeting in October. A discussion ensued.

b. Board Member Responsibility List

Tabled

c. Policies and Procedures

Tabled

d. Fundraising

Ms. Chvilicek moved to continue to sell the 75th Anniversary Chairs and to deliver them at the show, seconded by Mr. Richards. Motion was passed. The chairs must be ordered by April 1st. Bev volunteered to call the company and discuss option with them. Ms. Chvilicek moved to table the discussion until next meeting, seconded by Mr. Richards. Motion was passed.

Public Comment:

Mrs. Hoskin presented an article about raising bunnies in a local magazine. Mr. Hellwinkel and Mr. Richards discussed resale bunnies. Ms. Chvilicek informed the board that she will investigate on who manages the show ground property.

11-Set Date for Rules Committee

The date was set for the third week in September.

12-Set Date of next meeting

The date for the next meeting was set for October 16th, 2013 at 5:00 p.m. in the Wells St. office.

13-Adjournment

The meeting was adjourned at 6:45 p.m.