

**STATE OF NEVADA**  
**DEPARTMENT OF AGRICULTURE**  
**NEVADA JUNIOR LIVESTOCK SHOW BOARD**

**Minutes of Meeting**

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**Friday, August 20, 2010 at 1:00 p.m.**

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Nevada Department of Agriculture  
Large Conference Room  
405 South 21st Street  
Sparks, NV 89431  
(775) 353-3610

**Board Members Present**

Matt McKinney, Susan Casey, Tonja Dressler, Randi Hunewill  
Dr. Steve Shafer and Fritz Richards

**Board Members via Teleconference**

None

**Board Members Absent**

Dr. David Thain

**Public Present**

Amanda Allegre, Churchill County 4-H

**Board Staff Present**

Judy Rumbaugh, Board Appointed Treasurer  
Christine Munro, Attorney General's Office

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1. **\*Call to order, roll call of members and establish a quorum**  
Mr. McKinney called the meeting to order at 1:05 p.m. Six of the seven board members were present establishing a quorum.
  
  2. **\*Review and approval of agenda**  
Mr. McKinney asked for board members to review the agenda. Seeing no problems, Mr. McKinney asked for a motion.

*Steve Shafer moved to approve the agenda. Ms. Dressler seconded the motion. Motion carried.*

**3. \*Review and approval of July 21, 2010 meeting minutes**

Mr. McKinney asked for any addition or corrections. There were no additions or corrections to the minutes. Mr. McKinney asked for a motion.

*Mr. Richards moved to approve the July 21, 2010 meeting minutes as presented. Ms. Dressler seconded the motion. Motion carried.*

**4. \*Correspondence**

Mr. McKinney asked for any comments on the correspondence hand outs. Hearing no comments, he asked for a motion to approve the correspondence.

*Mr. Richards moved to approve the correspondence hand outs as submitted. Ms. Dressler seconded the motion. Motion carried.*

**5. \*Fiscal Business/Financial Reports**

*Mr. Richards moved to approve the financial reports. Ms. Dressler seconded the motion. Motion carried.*

**a. Approval of invoices and disbursements**

**b. Update on current accounts receivable**

**c. Update on aged accounts receivable**

**d. Five-year review**

The financial reports are not posted on line but are available to be viewed by appointment to the NJLS office.

**A short break was taken at 2:35 p.m. with the meeting resuming at 2:40 p.m.**

**6. \*Update by President Matt McKinney on the Nevada State Regulatory Fair Board**

Mr. McKinney informed the board that the Nevada State Regulatory Fair Board has still not met.

**7. \*Discussion, consideration and action regarding meat pick up.**

Mr. McKinney informed the board that as of the day of the meeting 3 sheep and 1 beef were still at Ponderosa Meat. Doris and Tonja have been working on calling the buyers to remind them that the meat needs to be picked up. Ms. Casey will the buyers by mail. Mr. Richards will also contact one of the sheep buyers. All animals have been paid for except for processing and slaughter fees which are conducted transacted through the processing facility.

There was no action taken regarding the meat pick up.

**8. \*Discussion, consideration and action regarding the awarding of two employee position contracts and office position.**

The office position is currently not filled as the employee currently resigned.

The deadline for applications for the two contracted employee positions was August 13, 2010. Two applications were submitted on time with one application arriving the day after the deadline with no resume. Applicants were discussed with it be stated that the late applicant might work out as a student aid during the show. The following two applicants, Sue Hoffman and Dennis Hellwinkel were both more than qualified for the position. This position will work with the Board Treasurer, Judy Rumbaugh and need to be familiar with the State budget system.

After discussion Mr. McKinney asked for a motion.

*Mrs. Hunnewill moved to hire Sue Hoffman. If Ms. Hoffman declined the position would then be offered to Mr. Hellwinkel. Ms. Casey seconded the motion. The vote was taken by a raise of hand: Two for and two against. Steve Shafer and Matt McKinney abstained from the vote. Motion failed.*

*Mr. Richards made a second motion to hire Dennis Hellwinkel. Ms. Dressler seconded the motion. The vote was taken by a raise of hand: Three in favor and one against. Steve Shafer abstained from the vote. Motion carried.*

Mr. McKinney will contact Mr. Hellwinkel.

**9. \*Discussion, consideration and action regarding a possible Replacement Heifer Show.**

Mr. McKinney has been approached to have the NJLS provide support of the Replacement Heifer Show. They would like to use the NJLS name; there would be no financial support. The show would be next fall, November. Additional groups such as the Nevada Cattlemen's Association and the Nevada CattleWomen are also being contacted to provide support. They would like to put on a sale with a dinner. Mr. McKinney asked for a motion.

*Ms. Dressler moved to provide support of the Replacement Heifer Show. Mr. Shafer seconded the motion. Mrs. Hunnewill abstained. The motion carried.*

Mr. McKinney will provide the board with additional information as it becomes available.

**10. \* 2011 Show Schedule.**

**a. Live auction pick up**

This will be sent to the Rules Committee meeting to be held in September.

**11. Discussion, consideration and action regarding Quality Assurance dates.**

Dr. Thain was not present to discuss the dates.

*Mr. Richards made the motion to table until the next meeting. Mrs. Hunnewill seconded the motion. Motion carried.*

**12. \*Board Member Responsibilities**

Mr. McKinney would like all the Board members to write down what they do before and after the show and email it to the NJLS office. The lists will be compiled and handed out at the next meeting.

*Mr. Richards made a motion to have all Board members write down what they do before and after the show. Ms. Dressler seconded the motion. Motion carried.*

**13. \*Discussion, consideration and action regarding the 2011 Nevada Junior Livestock Show**

**a. Show Facility Manager**

*Ms. Dressler moved to not hire a Show Facility Manager and appoint Mr. Richards for no fee as the Show Facility Manager for the 2011 Show. Mr. Shafer seconded the motion. Motion carried.*

**b. Youth Advisory Report**

Ms. Dressler presented a report of what hand been done by the Youth Advisory Council.

*Mr. Shafer moved to accept the report. Mr. Richards seconded the motion. Motion carried.*

**c. Award of Excellence (need to form a committee)**

Mrs. Hunnewill moved to chair and oversee the Award of Excellence committee. Amanda Alegre also offered to help.  
*Motion carried.*

**14. \*Discussion, consideration and action regarding financial support for NJLS in the upcoming year**

Judy Rumbaugh informed the Board that the RLEC contract has been approved to be conducted through the State. Mr. McKinney needs to stay

in contact with Tony Lesperance so that the Board can make sure that someone can represent the Board at the budget hearings in Carson City.

**a. Marketing for the NJLS Show**

Mr. McKinney encouraged the Board members to speak with individuals and businesses they know regarding the show.

**15. \*Old Business**

**a. By Laws and Policies and Procedure**

Mrs. Hunnewill handed out changes to the By Laws and the Policies and Procedures. She would like to the board to look over the Policies and Procedures and come to the next meeting with recommendations. Mrs. Hunnewill would also like to recommend financial standards. She would like to work on this with Mr. Hellwinkel.

*Mr. Richards made a motion to accept the changes to the By Laws. Ms. Casey seconded the motion. Motion carried.*

**b. Kenneth Hellwinkel Estate**

Mr. McKinney and the Attorney General have contacted to estate attorney. The estate is trying to wrap things up as soon as possible.

**16. \*Discussion, consideration and action regarding a yearly meeting Schedule.**

Mr. McKinney proposed that the Board hold the Business meetings at 1:00 p.m. the 2<sup>nd</sup> Friday of every month and additional dates as needed. Meetings would tentatively follow as; November, February, March, April, June, July, August.

*Mr. Shafer moved to meet the 2<sup>nd</sup> Friday of every month as needed with the schedule to tentatively follow as; November, February, March, April, June, July, August. Mr. Richards seconded the motion. Motion carried.*

**17. \*Schedule next meeting.**

Rules Committee Meeting: scheduled for Wednesday, September 22, 2010 at 6 p.m. This meeting will be via video conference. Mr. McKinney and Mr. Shafer will work on coordinating the extension offices.

Board Meeting: scheduled for Friday, November 5, 2010 at 1:00 p.m. at the Department of Ag.

**18. \*Public comment.**

There was no public comment.

**Note:** No vote may be taken upon a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item

upon which action may be taken. (NRS 241.020). Public Comment will be limited to 3 minutes per person.

**19. \*Adjournment**

The meeting was adjourned by Mr. McKinney at 3:05 p.m.