



DEPARTMENT OF AGRICULTURE
NEVADA JUNIOR LIVESTOCK SHOW BOARD
Mailing: P.O. Box 8026 Reno, Nevada 89507
Physical: 1350A Wells Avenue Reno, Nevada 89512
Nevada Department of Agriculture: 405 South 21st Street Sparks, Nevada 89431
Email: NJLSB@agri.nv.gov <http://agri.nv.gov/ADMINISTRATION/NJLSB/NJLSB>

Minutes

Wednesday January 21, 2015 at 5:00 p.m.
Washoe County Cooperative Extension Office
4955 Energy Way, Reno, NV 89502

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

Matt McKinney called meeting to order at 5:06 p.m.- Members present: Matt McKinney, Tom Cates, Bev Elston, Dale Holcombe, Andy Miller, Sarah Chvilicek, Tami Olsen, and Fritz Richards. A quorum was established. Guests present: Dennis Belcourt, AG's Office, Doris Hoskin NJLSB assistant, Dennis Hellwinkel NJLSB treasurer, Katharine Eshelman NJLS intern, Sherri Blakeslee NJLS sheep superintendent, Tonja Dressler NJLSB assistant, Susan Rogers NJLS rabbit superintendent, Scott Betz Slab of Bacon 4-H, and Bailie Malay UNCE staff.

Public Comment: Andy Miller advised that Smith Valley FFA will do their quality assurance with Dr. Thain. Matt McKinney announced that due to family obligations over the next few months he may miss meetings but that he has been assured by Fritz that NJLS business will proceed as planned

2-Review and Approval of Agenda

Fritz Richards moved to approve the agenda as written. Tom Cates seconded. Motion carried.

3- Review and Approval of November 19, 2014 minutes

Fritz Richards moved to approve the minutes as written. Bev Elston seconded. Motion Carried.

4-Correspondence

Doris Hoskin reported no change since last meeting.

5-Financial Report

- a. **Show Financial Summary**-Dennis Hellwinkel advised the Board on updates to the accounts including the RLEC deposit and the purchase of new laptops, printers, and

- programs. Fritz Richards moved to approve and file the report as written. Dale Holcombe seconded. Motion Carried.
- b. **Establish guidelines for payment to show aide interns-** Dennis Hellwinkel explained to the Board that they approved hiring interns, but because of funds being transferred to Ag Foundation, he doesn't know where to pay interns from. Matt McKinney suggested that funds be held in the Scholarship Funds to pay interns. Fritz Richards moved to hold funds, not to exceed \$2500 in the scholarship fund for the payment of show aide interns. Tom Cates seconded. Motion Carried.

6-Dennis Belcourt gave a PowerPoint presentation on Open Meeting Law.

7-2015 Workshop

Doris Hoskin reported that there is a quality assurance workshop in Fallon on January 24, 2015. There is also a workshop in Washoe County on March 14, 2015.

8- 2015 Show

- a. **Judges-** Matt McKinney advised that he has not heard back from Scott Williamson to see if he will be the Swine Judge. Bailie Malay said that she has some ideas that she will send to Matt McKinney.
- b. **Quality Assurance-** There will be a workshop held 1/24/2015 in Fallon and another workshop in Washoe County on 3/14/2015. Quality Assurance must be done by April 5, 2015.
- c. **Ear Tags-**Doris Hoskin reported that all ear tags for Beef are paid for and there are 31 Beef tags sent. She also advised that an email will be sent out to all 4-H and FFA leaders about ear tags for Sheep, Swine and Goats. Nothing is to be tagged after March 1st.
- d. **Protocol for Check-Out-** No new information to report.
- e. **Sound-** Matt McKinney will call the same people as last year.
- f. **Security-** Tom Cates reported that security is covered and has been donated by the same company that did security last year.
- g. **Food-** Bev Elston reported that the Lions Club will be providing food again and requested a budget amount for food to include the auction dinner. Beef is the preferred entre. Fritz Richards suggested that the cost is to not exceed \$4,000. Sarah Chvilicek moved to pass the budget of \$4,000. Fritz Richards seconded. Motion Carried.
- h. **Grader/ Carcass Contest-** Sarah Chvilicek reported that Dennis Weatherford is willing to grade and has the dates.
- i. **Awards-** Tonja Dressler reported that donor letters are complete and asked the Board if they will be doing thank you cards again this year. Dennis Hellwinkel has also asked the Board to send Tonja Dressler names of possible donors.
- j. **Auctioneer-** Brad Lingenfelter is confirmed to be the auctioneer.
- k. **Photographer-** Doris reported that as of 1/21/2015 the application has been posted on the NJLS website. February 20, 2015 is the last day to submit applications.
- l. **Other**
 - a. **Trash Removal from Grounds-** Bev Elston requested this item be on the agenda to insure trash removal is addressed. Dennis Hellwinkel advised that

Waste Management donates a dumpster every year for show use. A letter requesting dumpster donation will be sent.

- b. **Portable Restrooms**- Tom Cates advised that he will contact the company.
- c. **Livestock Hauling**- Fritz Richards explained that he has been asked to rotate who will be hauling livestock each year. Matt McKinney and Fritz Richards will handle hauling.
- d. **Authorization to Purchase Flatbed Trailer**- The trailer is to be used for the rest of the NJLS panels. Matt McKinney reported that he has secured a bid from a company in Yerington for \$4,336 and is waiting to secure another bid from another company. Doris Hoskin suggested a used one. Sarah Chvilicek moved for the purchase of a trailer to not exceed \$6,000. Fritz Richards seconded. Motion Carried.
- e. **T-Shirts for Exhibitors**- Dennis Hellwinkel advised the Board that the money for the T-shirts last year was donated by the Washoe County Farm Bureau at the cost of \$1500, and the funding to do t-shirts this year would have to come out of the Show and Sale funds. Sarah Chvilicek suggested finding a sponsor to cover the cost of t-shirts. Bev Elston moved to approve looking for a sponsor and starting t-shirt design. Fritz Richards seconded. Motion Carried.

9- **Office Aide Update**- Dennis Hellwinkel asked the Board if the Office Aide Intern position needs to be reposted for spring or if they can carry over the current intern into spring. Fritz Richards moved to extend the current office aide intern through the show. Tom Cates seconded. Motion Carried.

10-**Report of Fairgrounds Sub-committee, request for direction**- Bev Elston reported difficulties holding sub-committee meetings at RLEC. She suggested that meetings for this sub-committee be held at South Valley Library. Meeting set for February 10, 2015 at 5:00 p.m.

11- **OLD BUSINESS**

- a. **Board Member Responsibility**- Review and discussion of request by Reno Rodeo for proposed changes to RSCVA/RLEC per NRS 563.080 and possible development of protocol for addressing changes to RSCVA/RLEC grounds.
- b. **Policies and Procedures**- Approval of updated draft agreement- Bev Elston has disclosed and abstained from this agenda item. Sarah Chvilicek reported that Dennis Belcourt has amended the document. Fritz Richards moved to approve the draft of the agreement as written. Sarah Chvilicek seconded. Motion Carried.
- c. **Fundraising**- Send suggestions to Tonja Dressler and Doris Hoskin.

12- **Public Comment:**

Tonja Dressler and Youth Advisory would like to hold a quiz bowl as a state qualifier at the 2015 show. In order to do so, she would like to revise the show agenda. This will need to be added to next meeting's agenda.

13- **Set Date of Next Meeting**

Next meeting set for February 25, 2015 at 5:00 p.m.

14- **Adjournment**

Meeting adjourned at 6:40 p.m.