

STATE OF NEVADA



DEPARTMENT OF AGRICULTURE  
NEVADA JUNIOR LIVESTOCK SHOW BOARD

PRESIDENT: Matt McKinney VICE PRESIDENT: Tom Cates

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**Minutes**

**February 28, 2018**

**Washoe County Cooperative Extension Office**

**4955 Energy Way, Reno NV 89502**

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**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 from the agenda. Items designated "For Possible Action", if no other action is designated, are for acceptance by vote of the board.

- 1. Call to order, roll call of members and establish a quorum** – Meeting called to order at 5:01 p.m. – Members present: Matt McKinney, Sarah Chvilicek, Charlie Mann, Tom Cates, Bev Elston, Tami Olsen, David Armstrong, Dennis Belcourt, Deputy Attorney General, Doris Hoskin, Board Assistant, Dennis Hellwinkel, Board Treasurer. Guests: Susan Rogers, Sandy Wallin, Jennifer Cunningham, Rhonda Leach, Phil Delone, Gloria Montero, Carl Clinger.
- 2. Public Comment:** None
- 3. Review and Approval of Agenda** – Bev Elston moved and Tom Cates seconded to approve the agenda – motion carried
- 4. Review and approval of January 17, 2018 Board minutes** – Tom Cates moved and Tami Olsen seconded to approve the minutes – motion carried.  
**Review and approval of grounds subcommittee mtg. minutes Oct 4 2017** – Sarah Chvilicek moved and Tom Cates seconded to approve the minutes – motion carried.  
**Review and approval of grounds subcommittee mtg. minutes May 17, 2017** – Tom Cates moved and Bev Elston seconded to approve the minutes – motion carried,
- 5. Correspondence**  
Request from Angela Bader for her daughter Keighley requesting that another member of Slab of Bacon be able to sell her animal during the sale – possible conflict with 4A League Track & Field Championships. Bev Elston moved and David Armstrong seconded to approve the request but it was noted that the board prefers that requests such as these come directly from the youth and asked that leaders/advisors inform families – motion carried  
Correspondence binder available for review.

## **6. Report from Grounds Subcommittee**

Review changes to buildings on the grounds as proposed by Reno Rodeo – Reno Rodeo is proposing changes to the Past President's Room. A report was offered to the Grounds Subcommittee. The subcommittee recommended approval of Reno Rodeo's request.

## **7. Report from Phil DeLone, RSCVA CEO**

Update the NJLS Board regarding the upcoming management change of RSLEC – Phil DeLone, RSCVA CEO, Jennifer Cunningham, Executive Vice President, and Rhonda Leach, Operations Manager of RSLEC were present to discuss the management change at RSLEC. Mr. DeLone provided background information regarding the RSCVA to seek an outside management group to manage the day to day operations of the Reno Sparks Livestock Events Center, Reno Events Center, National Bowling Stadium, and the Convention Center. Request for Proposals for announced Dec. 12, 2017. Two proposals were submitted Jan. 10, 2018 from Spectra and SMG. The SMG group was selected. The decision to move to a professional management group was based on the facts that RSCVA properties, and RSLEC specifically is aged and in need of capital improvements related to decades of neglect, Mr. DeLone noted that Rhonda Leach would remain as operations manager of RSLEC and also noted that he understands the details of the fifty year agreement and emphasized that RSCVA is ultimately responsible for anything that happens to properties. All Contracts with RSLEC will remain in place as well as all the agreements for use by user groups. There are capital improvement plans in place to address RSLEC. Mr. DeLone noted that the roof leaks in the main arena would cost at a minimum \$430,000. The HVAC also need to be repaired and preliminary bids were in excess of 9.5 million which is not feasible. There will be a second review of the swap cooler system. New lights have already be put in the Exhibit Hall and Livestock Pavilion. Mr. DeLone reported that engaging the private management group will improve the customer experience and the transition time for the management group will be around the end of May or first part June. Rhonda Leach reported staff departures from RSLEC and there are currently three openings. NJLS board members began to ask questions. Bev Elston asked if staff will be added and if the management groups knows of the state lease and the requirements of the state lease. Tom Cates asked if NJLS will still communicate through Rhonda – response yes. Tom Cates asked where the capital improvement funds come from – response – RSCVA. Tom Cates asked if there was a priority list for improvements – response roofs of all the buildings with main arena first followed by exhibit hall. Charlie Mann asked if the management group will notify user groups of changes. Mr DeLone responded that SMG does not take over for RSCVA and that RSCVA maintains ownership and will communicate with user groups.

Matt McKinney asked if the public had questions of RSCVA. Louis Test asked if SMG or RSCVA staff could regularly attend NJLS meetings and if RSCVA could be a standing item on the NJLS board agendas – response yes. Louis Test also asked who recommends capital improvements. It was also noted that Reno Rodeo has conducted a site review and that the State of Nevada is in the process of a site review and will be available when completed. It was also asked that priority be given to assessing the electrical output in the barns. Jennifer Cunningham noted that there are expectations of SMG and SMG will be regularly reviewed. Bev Elston asked about the sound system and improvements. Many improvements have been completed already but monitoring will continue. Louis Test about food concessions and if the long standing agreement for NJLS/4-H/FFA can still use outside vendors. Sarah Chvilicek asked about a cancelation clause with the management group. The agreement is for four years and is signed but each entity has right of cancelation. Bev Elston asked if the NJLS Board could get a copy of the agreement – response yes it is a public document.

The NJLS Board thanked RSCVA staff for attending.

## **8. 2018 Workshop Ideas**

Matt McKinney will provide updates – Matt reported that nothing has been confirmed yet because no location is currently available. Matt will look in to fall dates in Sept. or Oct.

## **9. 2018 Show**

### **For Possible Action**

Note: items will be reviewed/updated as needed

- a. Proposed Schedule – May 2-6, 2018 – is posted on website
- b. Judges – update on judges – we still need a swine judge
- c. Quality Assurance – YQCA updates – no report
- d. Youth exhibitor T-shirts – Reno Rodeo is sponsoring the 2018 t-shirts – Sam Mitchell has the design in process and will get it to Bev and Dennis when completed. Dairy Goats and Dairy Cattle will be on one shirt as Dairy.
- e. Food – updates from Bev Elston – Reno Lions Club is on board. The FFA foundation cannot do the buyers bar this year. Bev Elston will check in to options such as Pinocchio's.
- f. Awards – updates from Tami Olsen – buckles are ordered, banners are ordered, and other awards are in process. The ribbons have not been ordered yet.
- g. Photographer – review and accept/deny bid for 2018 show photography services – bid attached – moved by Sarah Chvilicek and seconded by Bev Elston to accept and approve bid – motion carried
- h. Sound – updates – use RLEC's sound system and the other sound system is out for bid.
- i. Security – updates – Tom Cates confirmed that SCI is providing security and donating their services.
- j. Grader/Carcass Contest – updates – Sarah Chvilicek will work with UNR, Matt and USDA grader to get everything on board.
- k. Auctioneer – updates from Matt McKinney is looking in to auctioneer options and will report back at the next meeting
- l. Portable Restrooms – confirm that Tom Cates will coordinate for the 2018 show. Everything is in place and Sani Hut is donating
- m. Show office staff – updates – all on board
- n. Other
  - a. Hauling of sale animals/processing plant(s) – updates – initial plans are to use one plant for harvest. Kyle Kilby will haul swine, and Matt has coordinating the other livestock truck hauler.
  - b. Grounds set up – updates – Set up on May 1 scales will be certified at 9 a.m. on May 2
  - c. 2018 Quiz Bowl Contest – there will be no contest for the 2018 show unless there is a volunteer to organize the contest. There will be no quiz bowl contest. Other alternate suggestions are a pee wee stick horse race on TH. The ice cream social will continue on Friday. There is discussion to add old timers showmanship

## **10. 2018 Office/Show Aide**

### **For Possible Action**

- a. Review and approve/deny the following individuals as show aides for the 2018 show.

Conner Billman

Rosealee Reiman – it was moved by Sarah Chvilicek and seconded by Tami Olsen to approve these two show aides – motion carried.

b. discussion regarding possible changes to selection criteria for show aides to include post graduates who are enrolled in continuing education classes and be able to serve as show aides. It was moved by Sarah Chvilicek and seconded by Bev Elston – motion carried.

#### **11. OLD BUSINESS**

#### **For Possible Action**

a. Discussion and updates regarding an NJLS Foundation Account – no report

b. Report on new flooring in office – new flooring is installed the cost exceeded the budget by \$400 due to unexpected issues with removing old flooring. Extra flooring of approximately 200 square feet – NJLS will offer it for sale.

**12. Public Comment:** Matt noted that the 2019 show will be the 80<sup>th</sup> show and he is proposing that the 2019 show over in to the Main Arena and house the swine in the LP. Matt also proposed that for 2019 the show dates be May 1-5, 2019. Propose WIFI in NJLS office. Dennis Hellwinkel announce the D. Bader Sr. Scholarship. Future agenda – YQCA annually.

**13. Set Date of next meeting - April 12, 2018 at the NJLS Office at 5 p.m.**

**14. Adjournment – at 6:15 p.m.**

This agenda has been sent to all members of the Nevada Junior Livestock Show Board and other interested persons who have requested an agenda from the Board. Persons who wish to continue to receive an agenda and notice must request in writing on an annual basis. Anyone desiring additional information regarding the meeting is invited to call the Board office at (775)790-4600. We are pleased to make reasonable accommodations for members of the public who are disabled and wish to attend the meeting. If special arrangements for the meeting are necessary, please notify the Board at (775)790-4600, no later than 48 hours prior to the meeting. Requests for special arrangements made after this time frame cannot be guaranteed. Supporting materials for the meeting may be obtained from Sarah Chvilicek, 775.336.0236, at 4955 Energy Way, Reno NV 89502.

#### **THIS MEETING HAS BEEN PROPERLY NOTICED AND POSTED IN THE FOLLOWING LOCATIONS:**

NEVADA DEPARTMENT OF AGRICULTURE  
NEVADA JUNIOR LIVESTOCK SHOW BOARD OFFICE  
LYON COUNTY COOPERATIVE EXTENSION OFFICE  
WASHOE COUNTY COOPERATIVE EXTENSION OFFICE  
CHURCHILL COUNTY COOPERATIVE EXTENSION OFFICE  
PERSHING COUNTY COOPERATIVE EXTENSION OFFICE  
NEVADA PUBLIC NOTICE WEBSITE – [HTTPS://NOTICE.NV.GOV](https://NOTICE.NV.GOV)  
<http://agri.nv.gov/Administration/NJLSB/NJLSB/>