

STATE OF NEVADA



DEPARTMENT OF AGRICULTURE
NEVADA JUNIOR LIVESTOCK SHOW BOARD

PRESIDENT: Matt McKinney VICE PRESIDENT: Tom Cates

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Approved Minutes

November 4, 2025, 3:00 p.m. – 5:00 p.m.

Nevada Department of Agriculture, Large Conference Room

405 South 21st Street, Sparks, NV 89431

The meeting will be held “in person,” and a Microsoft Teams option is available.

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Meeting ID: 253 032 378 081

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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 aid the meeting’s efficiency or effectiveness. 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. The Meeting was called to order by the Board President, Matt McKinney, at 3:00 p.m. – Board members present: Matt McKinney, President, Tom Cates, VP, Sarah Chvilicek, Secretary, Dennis Hellwinkel, Treasurer, Cara Goss, Sydney Botts, Travis Coombs, and Alyssa Sowersby. Board Guests present: Deputy AG, Richard Yien, NDA Executive Assistant, Julieanna Hendrix, and NDA Deputy Director, Doug Farris. Other Guests present: Jennifer Carey Linderman, Sarah Shuster, John Black, Susan Rogers, Clint Thiesse, and Abbie Jaynes.**
- 2. Public Comment: NONE**
- 3. Review and Approval of Agenda – It was moved by Tom Cates and seconded by Travis Coombs to approve the agenda as presented – Motion Carried**
- 4. Review and approve October 7, 2025 Board Meeting Minutes – Tabled to the next scheduled meeting**
- 5. Financial Report** Dennis Hellwinkel presented the draft 2026 Budget for approval. The RSLEC rental agreement for 2026 is unknown, but it is budgeted at \$10,000. The budget includes credit card fees passed on to the cardholder and the cost of sound system rentals. Travis Coombs said the Sale Committee would bring forward options for the sale of food and beverages. Alyssa Sowersby asked about the possibility of donating alcohol or a sponsor for the bar. It was moved by Dennis Hellwinkel and seconded by Tom Cates to approve the budget as amended - Motion Carried. Dennis also requested that educational funds be used to purchase in-person and online YQCA vouchers for youth exhibitors. He suggested 100 online and 100 in-person, totaling \$1500. It was moved by Dennis Hellwinkel and seconded by Sydney Botts approve the purchase. – Motion Carried. Dennis is requesting authorization to use \$ 7,000 in educational funds for the Carcass of Merit Contest. It was moved by Dennis Hellwinkel and seconded by Tom Cates to authorize

funds up to \$7000. Motion Carried. Dennis submitted a grant proposal for the Ag Foundation to offset the charge to exhibitors for carcass commission.

6. Review any Correspondence – None Received

- 7. Approval of appointing Abigail Jaynes as the NJLS Board Assistant** - It was moved by Sarah Chvilicek and seconded by Sydney Botts to approve the appointment – Motion Carried
- 8. Approve the use of revenue from panel rentals** – NJLS owns five flatbed trailers. Four of the five need tires. There is currently \$9250 in the equipment rental fund, with the probability of another \$2000 coming in. Dennis requested \$3500 for tires and labor. The trailers are state property. Richard Yein will check with the state motor pool about the possibility of the tire replacement and labor being done there. Contingent on that outcome, Dennis Hellwinkel moved, and Sydney Botts seconded to approve the \$3500. – Motion carried
- 9. Discussion on the Nevada State Fair website ownership** – There are current legal issues with the NDA and a private entity with the name of Nevada State Fair, resulting in nothing more than can be reported.
- 10. Discuss collaboration with the UNR College of Agriculture, Biotechnology, and Natural Resources** – No Report
- 11. Updates on Water and Sewer Infrastructure Project** – Clint Thiesse reported that the project is progressing with two crews on site.
- 12. Nevada Department of Agriculture Updates** – Deputy Director Doug Farris reported that they continue to plan for the event. The property survey is still in process. Once the survey is completed, the management agreement can move forward. It was reported that Western Heritage presented to the RSCVA Board regarding the management agreement. Doug reported that NDA secured a vendor for the auction dinner for the Governor’s parade of Champions sale.
- 13. Nevada Western Heritage Center Alliance Updates** – no other report than the infrastructure project.
- 14. Reno Sparks Livestock Events Center Report** – NO REPORT

15. 2026 Show Report

For Possible Action

Committee reports – discussion of outcomes for the following:

- **Rules – Approve at the October meeting and will be published by November 15** – Sarah Chvilicek
- **Show Logistics – Draft 2026 schedule Approved** – Matt McKinney
- Auction – Travis Coombs reported that the sale committee is getting members and will start to meet monthly, and will provide future reports.
- Donors and Awards – Dennis Hellwinkel reported that donor letters are being sent and that the committee will start meeting in January 2026
- Media and Communications – work with NDA Marcom and Matt McKinney – no report
- Scholarships – Tom Cates – no report
- Youth Advisory Council – Alyssa Sowersby – no report

16. Public Comment - NONE

17. Schedule for the next meeting – There will be no meeting in December. It was moved by Sarah Chvilicek and seconded by Tom Cates to schedule the next meeting on January 6, 2026 - Motion Carried

18. Board Member Comment, Discussion of Future Agenda Items - NONE

NOTE: No deliberation may take place on this item.

19. Adjourned at 3:44 p.n.

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 them in writing on an annual basis. Anyone desiring additional information regarding the meeting is invited to call the Board office at (775)339-9472. 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)393-9472 no later than 48 hours before 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

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