

STATE OF NEVADA



DEPARTMENT OF AGRICULTURE
NEVADA JUNIOR LIVESTOCK SHOW BOARD

PRESIDENT: Matt McKinney VICE PRESIDENT: Tom Cates

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APPROVED MINUTES

January 13, 2025, 5:00 p.m.

1350 A Wells Ave., Reno, NV 89512

The meeting will be held "in person," and a Zoom option is available. Register in advance for this meeting:

<https://unr.zoom.us/meeting/register/A9u69tjRQ3qU67oQfp6qjA>

After registering, you will receive a confirmation email containing information about joining the meeting.

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 at 5:00 p.m. – MEMBERS present: Matt McKinney, Sarah Chvilicek, Bev Elston, Dennis Hellwinkel, Tom Cates, and Tracy Shane via Zoom. A quorum was established. Others present: Richard Yien, Deputy AG, and Colton DiLoreto, Board Treasurer. Guests Present: JJ Goicoechea, NDA Director; Doug Farris, Deputy Director, NDA; Taylie Doss, John Black, Mike Mieras, RSLEC; Sydney Botts, and Susan Rogers. Zoom participants: Carolyn Chamlee, Keriann Ortiz, Kristina Williams, Tara Sallee, Karen Bogdanowicz, Chelsey Simerson, Heidi Thompson, Deena Paulick, Kelsey Ryan, Bridget Black, Tonya Burton, Kristina Carey, and Lindsay Chichester.
- 2. Public Comment:** Director Goicoechea discussed the issues of current diseases within the livestock industry, which have caused all livestock show boards in California to cancel all dairy cattle and poultry shows. Director Goicoechea is recommending that Nevada do the same. He will be drafting a letter that will be submitted to the board. Director Goicoechea also reported that Washoe County approached the Nevada Department of Agriculture to take over the operation and management of the Reno-Sparks Livestock Event Center. He will be asking the Nevada Junior Livestock for an endorsement of Washoe County's request at a special board meeting.
- 3. Review and Approval of Agenda** – Tom Cates moved, and Dennis Hellwinkel seconded that the agenda be approved as amended to correct the year from 2024 to 2025. MOTION CARRIED
- 4. Approval of Draft Minutes December 9, 2024** – Dennis Hellwinkel moved to approve the minutes as presented. Tom Cates seconded – MOTION CARRIED
- 5. Correspondence - NONE**

- 6. Review of items from the Treasurer**—Colton DiLoreto presented the current balance sheet and the profit and loss statement. He noted that \$12,700 was from the sale of scholarship animals, and a net deposit of \$10,285 was transferred to the Scholarship Fund. He stated that scholarship checks would be issued for the scholarship recipients. Colton reported providing Trac Shane a QR Code link for electronic donations through Square. Colton noted that he is still working on the backend of ShoWorks for online entry payments. Colton announced that he would transition some of the treasurer duties to Dennis Hellwinkel due to ongoing stressors. He and Dennis will work on the transition plan. Colton will manage the digital finances, including Quick Books Online. Dennis questioned about an ongoing monthly charge. Colton clarified that the charge was for the gateway to accept ShoWorks payments. Square does not work with ShoWorks. Further discussion was about the transition. Colton and Dennis will share responsibility, and Colton discussed the “single treasurer” with Matt McKinney. Having someone to prepare and someone to review is a best practice. Sarah Chvilicek moved to receive and file the financials; the motion was seconded by Tom Cates – MOTION CARRIED
- 7. Adding Keystone Agricultural Society as a youth organization to ShoWorks** – Matt McKinney reported that there had been a transition from Grange to the Keystone Agriculture Society, which is why the request is being made. Dennis Hellwinkel added his knowledge to the transition because several board members had questions. The item was opened to public comment. Carolyn Chamlee, VP of the Keystone Agricultural Society Board, clarified the role of the group. Keriann Ortiz also provided additional information about the youth membership. Dennis Hellwinkel moved to approve the addition of the Keystone Agriculture Society to ShoWorks. The motion was seconded by Bev Elston – MOTION CARRIED.
- 8. Discussion for 2024 Carcass of Merit Payment**—Colton DiLoreto asked for guidance on the carcass of merit payouts by species. Matt McKinney asked for input on how far out the payments go for each species. Bev Elston moved that the top 30% of each species receive a carcass of merit payment. Tom Cates seconded the motion. – MOTION CARRIED.
- 9. Nevada Western Heritage Center Alliance** – Tom Cates reported on behalf of the Western Heritage Center Alliance that the drainage repair process for the outdoor arena is scheduled. The large utility project is in the plan review stage and out for bid in the next 60 days. The entire project must be completed by the end of 2026.
- 10. RSLEC Updates** - Mike Mieras provided updates on many of the projects that have been done to the facility or that will be scheduled. He shared pictures of the new panels added to the cutting arena. He stated that they were last replaced in 1978, and all the old panels were rusted out. The project cost \$49,000. There will also be necessary updates made to the rodeo arena. Due to a clay layer in the soil, the water in the arena does not drain. To mitigate this problem, they will be installing spider French drains starting January 14, 2025. Mike also mentioned the new video scoreboard that will be installed in the indoor arena. DAX-tronic received the bid and will be installing the 4-sided scoreboard in March. RSLEC also bought a 907 loader and a roller, repainted the Doc bar, and added LED lighting. Lastly, new Priefert panels will be installed in the south cattle pens
- 11. Consider Prepare 2 Respond Biosecurity Program for Specie Chairs and Board members** – Tracy Shane discussed how the program is meant to raise awareness of biosecurity issues within livestock show management. The information will be forwarded to the board and then to leaders.
<https://prepare2respondprogram.org>

Note: items will be reviewed/updated as needed

- a.** Proposed Schedule & Judges – *2025 schedule is being finalized after the decision regarding Dairy Cattle and Poultry*
- b.** Quality Assurance – *All exhibitors must complete YQCA by April 1. Dennis Hellwinkel moved to purchase 200 in-person YQCA coupons, \$600 total cost, for the Youth Meat Animal Workshops. Tome Cates seconded the motion. – MOTION CARRIED*
- c.** Youth exhibitor T-shirts – *once all of the weight slips have been returned after tagging, shirts will be ordered*
- d.** Food – *Lions Club has been confirmed for daily food purchases and vendors for the auction dinner will be researched.*
- e.** Awards - *Tracy Shane stated that she had finalized the buyers' letter and forwarded it to Matt McKinney and Sarah Chvilicek. She also stated that she would be ordering buckles this week. Tracy asked if a mass text message could be sent to everyone for whom the board has contact information to possibly get donations for awards. Matt McKinney stated that though it is possible, it wouldn't be suggested because most of the time, buyers will only want to buy animals, not donate to awards. Tracy also stated that sponsorship amounts were increased to the following: Platinum for \$1500, Gold for \$1000, Silver for \$500, and Bronze for \$250. Colton also asked if there would be a possibility of having booths for businesses to sell products at. It was decided that this would be added as a future agenda item. Sydney Botts asked about how awards were distributed. John Black reminded everyone that the Swine Show would start half an hour earlier than in past years. Dennis reported that computers need to be updated, and all laptops need to be returned to the office. Matt will work to schedule a time for Hallie Rose and Taylie to get together to train on ShoWorks. Sydney Botts asked about her appointment to the NJLS Board as the FFA representative.*
- f.** Photographer
- g.** Sound
- h.** Security
- i.** Grader/Carcass Contest and plants for harvesting
- j.** Auctioneer
- k.** Portable Restrooms
- l.** Buyers' gifts - *Bev Elston provided samples for possible buyers' gifts. A committee made up of Bev Elston, Tom Cates, and Dennis Hellwinkel will present three final options to the board for consideration.*
- m.** Student interns for show
- n.** Youth Advisory Council – *Tracy Shane is pulling the forms together.*
- o.** Bulk Resale Animals will be used for 2025
- p.** Show and Sale Committees – *establishing points of contact and areas of responsibility*
- q.** **OTHER** – *Bev Elston stated that there are two scholarship recipients who have not collected their money after 22 months. Tom Cates moved, and Dennis Hellwinkel seconded to tell the recipients that they were no longer eligible to receive their funds. MOTION CARRIED. Bev Elston also stated that there is a scholarship recipient who will be finishing their 6-month program soon. Tom Cates moved, and Dennis Hellwinkel seconded to send the funds to the school for the scholarship recipient. MOTION CARRIED. Tracy Shane mentioned that the current system for getting thank you cards from exhibitors is not working due to Youth Advisory Council members not showing up for assigned shifts. She suggested having a prewritten card that exhibitors would sign at the clerk's table on their way out of the ring. It was agreed that exhibitors do not necessarily have the ability to do that, and instead, Matt McKinney suggested having hours of operation for the awards office. Dennis Hellwinkel also reminded the board that the ShoWorks application needed to be downloaded on all of the board laptops. It was agreed that Taylie Doss would work on that and ensure that the laptops were updated.*

13. Status of Add-on Buyer addresses needed for youth to send Thank you notes - Colton DiLoreto is to send a list of add-on buyers to Dennis who will then send the lists to individual exhibitors.
14. **Public Comment: NONE**
15. **Set the Date of the next meeting – January 21, 2025, at 5:00 p.m. – special board meeting with a limited agenda for Dairy Cattle & Poultry Shows, as well as Washoe County proposal to NDA.**

16. Board Member Comment, Discussion of Future Agenda Items

NOTE: No deliberation may take place under this item.

17. Adjournment – 6:28 p.m.

Respectfully submitted:

Sarah Chvilicek

NJLS Board Secretary



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
NEVADA PUBLIC NOTICE WEBSITE – [HTTPS://NOTICE.NV.GOV](https://NOTICE.NV.GOV)
<http://agri.nv.gov/Administration/NJLSB/NJLSB/>