

STATE OF NEVADA



DEPARTMENT OF AGRICULTURE
NEVADA JUNIOR LIVESTOCK SHOW BOARD

PRESIDENT: Matt McKinney VICE PRESIDENT: Tom Cates

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Approved Minutes

March 10, 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/V289d9ELQAGEkcEarKGhfQ>

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

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- 1. Call to order, a roll call of members, and establish a quorum** – Meeting was called to order at 5:04 p.m. Board members present: Matt McKinney, Sarah Chvilicek, Dennis Hellwinkel, Tracy Shane (Zoom), Tom Cates, and Bev Elston (Zoom). Board members absent: Gloria Montero. Board Support: Taylie Doss, Board Assistant, Richard Yien, Deputy AG, (Zoom), and Colton DiLoreto, Financial Assistant. Guests present: John Black, Susan Rogers, Mike Mieras. Zoom guests present: Tara Sallee, Karen Bogdanowicz, Rebecca Glocknitzer, Morgan Spry, Kelsey Ryan, and Bridget Black
 - 2. Public Comment:** Kelsey Ryan asked about the Carcass of Merit contest results. Sarah Chvilicek said that she would send them to Kelsey.
 - 3. Review and Approval of Agenda** – Tom Cates moved and Dennis Hellwinkel seconded to approve the agenda as presented. MOTION CARRIED
 - 4. Approval of Draft Minutes February 13, 2025** – Tom Cates moved and Dennis Hellwinkel seconded to approve the February 13 minutes as presented. MOTION CARRIED
 - 5. Correspondence** – No Correspondence
 - 6. Review of items from the Treasurer** – Dennis Hellwinkel presented the trial balance. He discussed the financial situation of the organization, highlighting the balance in the new Farm Bureau show and sale bank account and the need to leave enough money in the Nevada State Bank show and sale account due to outstanding checks. The credit card application for the Farm Bureau Bank account has been signed and will be submitted within the week. Dennis also stated that carcass of merit checks, some scholarship money, and donor add-on information had been sent out. He also noted that not all ear tag sales had come in so the actual amount of those will be increase than what was stated on the trial balance. \$2,000 was sent to Nevada 4-H from the workshop fund as previously voted on by the board. He discussed the submission of the Nevada Agricultural Foundation grant report and the need to figure out the Bob Tallman fund. Sarah Chvilicek moved and Tom Cates seconded to receive and file the financial statements. MOTION CARRIED. Dennis discussed the Hellwinkel Endowment account of \$163,045.28 that would be maturing on

March 20, 2025 Dennis Hellwinkel moved and Sarah Chvilicek seconded to move \$13,000 into a money market account and leave \$150,000 in the Hellwinkel Foundation, and reflect the correct EIN for the Hellwinkel Foundation account. MOTION CARRIED. Colton is working with authorize.net and Start merchant services for payment processing. Once approved, Haley Rose will add the credentials to the ShoWorks account, enabling add-ons, sale purchases, and other payment forms. The charges will come from the merchant servicer, not ShoWorks. Colton clarified that while ShoWorks charges per entry, add-ons won't be considered entries.

7. **Nevada Department of Agriculture Updates** – Matt McKinney gave a report on the current standing of the management transfer approval process. Bill AB333 that outlines the transfer of management was introduced to the assembly on March 3, 2025. Matt also stated that there a lot of signers and supporters for the bill.
8. **Nevada Western Heritage Center Alliance** – No Report
9. **RSLEC Updates** – Mike Mieras gave an update on RSLEC happenings. The office is being remodeled with new painting and furniture. The arena scoreboard is scheduled to be finished by June 1. They are waiting on a Reno Rodeo grant for more Priefert livestock panels and are also planning to finish putting mats in barn stalls, hoping to finish within a month. Lastly, Mike asked if the NJLS panels would be returned in time for the county show.
10. **Discuss Buyers' Dinner Options** – Bev Elston discussed the Auction Dinner options that she had researched. From the research, she found that Paisan's was the most economical choice due to other companies being three times more expensive. Bev discussed two options: the first being sandwiches and pasta salad with a 10% discount for \$3,622.50 and the second being sandwiches, pasta salad, and desert for \$4,025.00. Tom Cates moved and Bev Elston seconded to go forward with the second option and to reduce the meal count to 300. MOTION CARRIED.

11. 2025 Show Updates

For Possible Action

Note: items will be reviewed/updated as needed

- a. Proposed Schedule & Judges – The proposed 2025 was presented and reached to AGDA for dairy goat judge.
- b. Quality Assurance – Must be completed by April 1, 2025
- c. Youth exhibitor T-shirts – confirmed and received donation from Reno Rodeo, Sarah Chvilicek reiterated that the rest of the weigh in forms should be in soon and that the 2025 show was the 86th NJLS.
- d. Food – Lions Club confirmed for daily food during show
- e. Awards – Tracy provided an update on the awards. She said that some donations are coming in and that Bev had sent some information that she would be following up on. She also reiterated that finding donations was the job of every member on the board and requested that more help was given. It was also discussed that Taylie Doss would be ordering the ribbons by the end of the week. Dennis Hellwinkel also reiterated that banners needed to be ordered soon. Lastly, Tracy discussed that she was getting sponsorships for many reserve grand prizes and that Taylie would inventory the prizes that were already in the office next week.
- f. Photographer – Morgan Spry submitted a bid for the show photographer position. The bid offered 15 8x10 prints and a flash drive of pictures for \$3,500. Dennis Hellwinkel moved and Tom Cates seconded to accept the bid. MOTION CARRIED
- g. Sound – confirmed
- h. Security – confirmed
- i. Grader/Carcass Contest and plants for harvesting are in process – Park Ranch Meats in Gardnerville also requested to be included, but a fee schedule has not been provided, so a decision will be made later on.

- j. Auctioneer – confirmed
- k. Portable Restrooms – confirmed
- l. Buyers' gifts – confirmed and approved, It was also stated that the gifts had been paid for.
- m. Student interns for show – Recruitment for show interns and vet techs has been started.
- n. Youth Advisory Council – The Youth Advisory Council application is getting uploaded to the website soon.
- o. Scholarship updates – Bev Elston will be sending out notices of cancellation of scholarships soon to those that have passed the limit of time to accept scholarship money. Additionally, Bev is still waiting on a few transcripts for current scholarship recipients.
- p. Show and Sale Committees – establishing points of contact and areas of responsibility
- q. **OTHER** – Dennis Hellwinkel reiterated that species chairs will need to meet soon after April 1 to resolve problems with entries. Matt McKinney stated that the computers would be bought soon. Tracy Shane asked about the requirements to hold a dance. Sarah Chvilicek stated that there had to be no alcohol, no foul language in the music, and adult chaperones would have to be at every entrance to ensure that no alcohol was being brought in. It was decided that team roping lessons, hobby horses, or something similar would be a better idea than a dance.

12. Public Comment: Kelsey Ryan asked if it would be possible to purchase rabbits after April 1. Sarah Chvilicek reiterated that the purchase date for rabbits was April 15.

13. Set the Date of the next meeting – April 7, 2025, 5:00 p.m.

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

15. Adjournment – 6:09 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 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/>