

STATE OF NEVADA



DEPARTMENT OF AGRICULTURE
NEVADA JUNIOR LIVESTOCK SHOW BOARD

PRESIDENT: Matt McKinney VICE PRESIDENT: Tom Cates

Mailing: P.O. Box 8026 Reno, Nevada 89507

Physical: 1350A Wells Ave, Reno, NV 89512

Office (775) 393-9472 (message only)

Email: NJLSB@agri.nv.gov

Website: <http://agri.nv.gov/Administration/NJLSB/NJLSB/>

Approved Minutes

October 7, 2025, 2:00 p.m. – 5:00 p.m.

**Nevada Department of Agriculture, Large Conference Room
405 South 21st Street, Sparks, NV 89431**

1. The meeting was called to order at 2:00 p.m. by President Matt McKinney. Board members present: Matt McKinney, Sarah Chvilicek, Tom Cates, Dennis Hwllwinkel, Alyssa Sowersby, Sydney Botts, Cara Goss, and Travis Coombs. **Guests present:** Deputy AG, Richard Yien, Deputy Director, NDA, Doug Farris, and NDA Executive Assistant, Julieanna Hendrix. **Other Guests present:** Mike Meiras, Clint Thiesse, Keriann Ortiz, Kadence Ortiz, Jennifer Carey, John Black, Rebbeca Woolsey, and Bridget Black.
2. **Public Comment:** NONE Received.
3. **Review and Approval of Agenda** – It was moved by Dennis Hellwinkel and seconded by Tom Cates to approve the agenda as posted. – Motion Carried
4. **Review and approve September 2, 2025, Board Meeting Minutes** – It was moved by Tom Cates and seconded by Travis Coombs to approve the minutes as presented – Motion Carried.
5. **Financial Report** - Dennis Hellwinkel presented the trial balance and balance sheet for October 1, 2025. An addendum for the money market accounts was also reviewed. Dennis noted that the current interest rates for the money market accounts are performing well. The show-and-sale account is in better financial condition than it was the previous month. There is only one outstanding exhibitor check. **NOTE:** The meeting was suspended at 2:06 p.m. for IT technical issues. Meeting resumed at 2:10. It was moved by Sarah Chvilicek and seconded by Tom Cates to receive and file the financial report as presented. – Motion Carried.
6. **Review and consider the ShoWorks proposal from Melissa Pursel for the 2026 NJLS Show** – Dennis Hellwinkel reviewed the proposed agreement from Melissa Pursel to manage ShoWorks for the 2026 NJLS Show and Sale. Additionally, Dennis recommended sending Melissa Pursel to a ShoWorks training. It was moved by Travis Coombs and seconded by Tom Cates to accept the proposal and training recommendation. – Motion Carried.
7. **Consider changing the start time for the Monthly NJLS Board Meetings to 3:00 p.m.** – It was moved by Sarah Chvilicek and seconded by Tom Cates to approve the meeting time change as presented. – Motion Carried

8. Updates on Water and Sewer Infrastructure Project – Client Thiesse reported that the project has started. There has been a realignment through a change order to move the underground lines under Sutro Street to provide better access on 11th Street and near the Rodeo Office. Clint works with the Reno Sparks Livestock Events Center daily to minimize disruptions to scheduled events. Clint reported that numerous underground lines have been discovered that were not previously reported, including the line between Grandstand 3 and the old location of the Exhibit Hall. The crew is working around the existing electrical lines.

9. Review any Correspondence - NONE

10. Nevada Department of Agriculture Updates – Deputy Director, Doug Farris, reported that work continues on the implementation of AB333 and assumption of leadership and ownership of the property. The property boundary survey is still in process. The ownership transfer is required under AB333, and there are discrepancies in the ownership records. Mr. Farris also reported that there is an internal working group for the State Fair of Nevada. Dennis Hellwinkel complimented NDA and their work with media outlets.

11. Nevada Western Heritage Center Alliance Updates – There is nothing new to report since all effort is going into the water and sewer project. Reno Rodeo has purchased new panels and reported on a maintenance project between grandstands 2 and 3. The project is widening the walkway and turning the direction of the stairs for grandstand 3. Matt McKinney asked about the future of replacing the exhibit hall and moving the current office to the proposed building.

12. Reno Sparks Livestock Events Center Report – Mike Mieras reported on capital improvements. Tom Cates asked about the status of the main arena scoreboard. Mike reported on a donation of Conex's from Washoe County. One is designated for the Reno Rodeo and the other for NJLS. Mike reported that the project is not under consideration at this time. Mike also reported on the replacement of damaged electrical, which requires NJLS Board approval. Travis Coombs suggested that all parties ensure that amperage is adequate for future needs. Doug Farris also suggested consideration of undergrounding the power and being mindful of future construction of the Exhibit Hall. It was moved by Dennis Hellwinkel and seconded by Dennis Hellwinkel to approve the replacement of electrical. – Motion Carried.

13. 2026 Show Report

For Possible Action

Committee reports – discussion of outcomes for the following:

- **Rules – Approve 2026 Rules** –

The proposed rules were presented to the Board. The Board approved the rules as presented, with the exception of selling multiple species and discussion of Dairy Goat Show options, which were pulled for further discussion. Matt opened public comment. Travis Coombs asked for consideration of selling multiple animals beyond the current limit. Sydney Botts commented on not selling more than two large animals. Matt added that if they are selling two large they must be separate species. Keriann Ortiz asked if there was a differentiation between Broilers and Turkeys as separate species. Jennifer Carey Linderman commented that she wants to encourage youth to raise and sell more than one species. Matt closed the public comment and brought it back to the board. Matt reported that current rules allow for tagging of multiple animals. But selling multiple species could dilute the sale, and housing animals could be challenging due to limited space. Dennis commented that some buyers were unable to purchase animals during the 2025 sale. Alyssa Sowersby noted that so many changes may have a negative impact. Matt also added that selling multiple animals could be unfair to some exhibitors who lack the resources to buy them. Travis Coombs moved to amend the committee recommendation to sell two separate species, either large or small. Alyssa seconded the motion –

Motion Carried with 5 yes and 3 no. Sarah recommended option 2 for the dairy goat show. It was moved by Dennis Hellwinkel and seconded by Cara Goss to accept Option 2. – Motion Carried

- **Show Logistics – 2026 schedule approval** – Matt presented a tentative draft schedule, which takes into consideration graduation schedules on Thursday and Friday. It was moved by Sarah Chvilicek and seconded by Tom Cates – Motion Carried.
- **Additions to standing committees**
- Auction – Travis Coombs and Cara Goss
- Donors and Awards – Dennis Helwinkel and Sydney Botts
- Media and Communications – Matt McKinney and to work with NDA MarCom team
- Scholarships – Tom Cates
- Youth Advisory Council – Alyssa Sowersby

14. Public Comment: NONE

15. Schedule next meeting – It was moved by Travis Coombs and seconded by Sarah Chvilicek to set November 4, 2025, as the next meeting – Motion Carried

16. Board Member Comment, Discussion of Future Agenda Items

NOTE: No deliberation may take place under this item.

Dennis requested to add the purchase of YQCA certificates using NJLS educational funds. He also requested to add the purchase of new tires for trailers using the trailer rental fund. Request to add a discussion of ownership of the Nevada State Fair name. Travis asked for discussion of collaboration of the College of Agriculture, Biotechnology, and Natural Resources and NJLS.

16. Adjournment – Meeting adjourned at 3:21 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/>