Nevada Junior Livestock Show Board

*Nevada Revised Statutes (NRS) 563.010 through 563.130:*

**Board members (NRS 563.020 and 563.030):** The Board consists of eight members appointed by the Governor, as follows:

- One member of the teaching staff of the College of Agriculture, Biotechnology, and Natural Resources of the University of Nevada, Reno;
- One member of the staff of the University of Nevada Cooperative Extension;
- A secondary agriculture educator;
- One member of the Reno Rodeo Association;
- Four members concerned with raising and improving livestock, including:
  - Two individuals interested in cattle and sheep;
  - One individual interested in general agriculture; and
  - One individual interested in dairying.

**Duties of the Board (NRS 563.080 through 563.120):**

- The Board shall have possession and care of all property of the Junior Livestock Show and the Nevada Youth Livestock and Dairy Show. It shall direct the entire business and financial affairs of these exhibitions;
- The Board may appoint employees, adopt regulations to govern the Board and the livestock shows, and acquire real and personal property;
- The Board shall exercise oversight of real property leased to Washoe County for use as a fairground to ensure proper use;
- The Board shall conduct each year the Junior Livestock Show and the Nevada Youth Livestock and Dairy Show;
• The Board may cooperate with the farm organizations and livestock associations; and

• The Board may appoint marshals and police to keep order at the livestock shows and exhibitions.

Operations of the Board (NRS 563.070): The Board elects its President, Vice President, and Secretary-Treasurer. The Board may decide to appoint a secretary or treasurer who is not a member of the Board and who holds office at the discretion of the Board.

Reports of the Board (NRS 563.130): The Board shall collect and disseminate information useful to producers, growers, and breeders of livestock. The Board shall annually report its finances to the Governor.

Background:

Legislation: Assembly Bill 83 (Chapter 239, Statutes of Nevada 1945), introduced by Assemblyman Louis J. Capurro Jr., established the Nevada Junior Livestock Show Board. Although no minutes are available relating to the legislation, the Report of the Sixth Annual Nevada Junior Livestock Show, 1945 (Appendix to Journals of the Senate and Assembly, 1947) reports:

The show teaches boys and girls how to select high quality animals, how to feed and care for the animals, and keep accurate records of the costs of producing livestock. They learn by comparison how to improve their methods. They learn to do things for themselves and receive compensation according to their efforts.

Legislative history: No legislative history of A.B. 83 has been compiled.

Members: The members are listed on the review form.

Reports to the Legislature: No reports to the Legislature are required pursuant to the provisions of Chapter 563 (“Promotion of Livestock”) of NRS. However, NRS 563.130 requires the Board to report by February 1 of each year an account of its transactions and a full financial statement.

Records:

• Research Library holdings:

  o Report of the Sixth Annual Nevada Junior Livestock Show: Reno, Nevada, April 22, 23, 1945
Audit Reports of Departments and Agencies Issued by the Legislative Auditor: Bulletin No. 54, Volume A (1962 report, pp. 290–296)

Minutes 2010 to present

State Library holdings:

- Financial Statements for the Year Ended June 30, 1998
- Nevada Junior Livestock Show Results (1993)

State Archives holdings:

- Minutes (1977 through 2000)

Contact: Dennis Hellwinkel, Treasurer

Website: [http://agri.nv.gov/Administration/NJLSB/NJLSB/](http://agri.nv.gov/Administration/NJLSB/NJLSB/)

W161444
NEVADA JUNIOR LIVESTOCK SHOW BOARD

NRS 563.010  Creation. The Nevada Junior Livestock Show Board is hereby created within the State Department of Agriculture.
[1:239:1945; 1943 NCL § 4040]—(NRS A 1999, 3670)

NRS 563.020  Members: Number; appointment. The Nevada Junior Livestock Show Board consists of eight members appointed by the Governor.

NRS 563.030  Qualifications of members.
1. One member of the Board must be a member of the teaching staff of the College of Agriculture, Biotechnology and Natural Resources of the University of Nevada, Reno.
2. One member of the Board must be a member of the staff of the University of Nevada Cooperative Extension.
3. One member of the Board must be a secondary agriculture educator nominated by the agriculture education program professional at the Department of Education.
4. One member of the Board must be a member of the Reno Rodeo Association nominated by its President.
5. Four members of the Board must be persons concerned with the raising and improving of livestock in the State of Nevada, not necessarily stock raisers, selected as follows:
   (a) Two persons whose interest is in cattle and sheep;
   (b) One person whose interest is in general agriculture; and
   (c) One person whose interest is in dairying.
6. All members must be residents of the State of Nevada.

NRS CROSS REFERENCES.
  Residency requirements, NRS 232A.020

NRS 563.040  Terms of members. Members of the Board shall hold office for terms of 4 years and until their successors are appointed and qualified.
[Part 2:239:1945; 1943 NCL § 4041]

NRS CROSS REFERENCES.
  Vacancies, NRS 232A.020

NRS 563.050  Termination of office. When any member of the Board ceases to be a member of the particular department from which the member was appointed his or her office terminates automatically.

NRS 563.055  Members serve without compensation, per diem or travel expenses. The members of the Board serve without compensation and are not entitled to the per diem and travel expenses provided for state officers and employees generally.
NRS 563.070 Organization of Board; officers.
1. Within 10 days after their appointment, the members of the Board shall qualify as required by the Constitution, and shall meet and organize by the election of one of their number as President, one as Vice President, and one as Secretary-Treasurer.
2. The Board may also, if it deems advisable, appoint a secretary-treasurer, or secretary, or treasurer, not of its number, who shall hold office at the discretion of the Board.
3. The President, Vice President and Secretary-Treasurer (other than the appointive secretary-treasurer) shall hold office for the term of 1 year.
[3:239:1945; 1943 NCL § 4042]

NRS 563.080 General powers and duties of Board.
1. The Board shall have possession and care of all property of the Nevada Junior Livestock Show and the Nevada Youth Livestock and Dairy Show and shall be entrusted with the direction of the entire business and financial affairs of these exhibitions.
2. The Board may:
   (a) Appoint employees and define their duties.
   (b) Adopt bylaws, rules and regulations for the government of the Nevada Junior Livestock Show Board, the Nevada Junior Livestock Show and the Nevada Youth Livestock and Dairy Show and for all exhibitions of livestock.
   (c) Acquire or lease real and personal property, buildings and improvements.
3. The Board shall review:
   (a) All uses of the real property leased to Washoe County for use as a fairground; and
   (b) Any physical improvements or changes to the facilities at the fairground,
   to ensure that the use of the property for purposes related to agriculture and livestock continues to comply with the provisions of the trust relating to the fairground imposed upon the conveyance.

NRS 563.100 Exhibitions to be held annually; locations; conditions of entry for persons and animals.
1. The Nevada Junior Livestock Show Board shall each year conduct the Nevada Junior Livestock Show and the Nevada Youth Livestock and Dairy Show at places to be determined by the Board.
2. To enter any exhibition named in subsection 1, a person must:
   (a) Be certified by the State 4-H Club Leader or the agriculture education program professional at the Department of Education; and
   (b) Be under 19 years of age except that the Board, upon considering the requirements of a specific event involved may allow entry by a person 19 years of age or older who is registered as a regular student in an animal science course under the Nevada System of Higher Education.
3. Entries of animals in any exhibition named in subsection 1 are limited to those owned or controlled according to the requirements of the exhibition.

NRS 563.110 Cooperation of Board with farm organizations, livestock associations, counties and cities for exhibitions. It is proper and lawful for the Nevada Junior Livestock Show Board to cooperate with the farm organizations and livestock associations of the State and the various counties and cities in the exhibitions for which the Board is responsible.
NRS 563.120 Appointment of marshals and police. The Board may appoint all necessary marshals and police to keep order and preserve peace at the livestock shows and exhibitions that the Board conducts.

NRS 563.130 Dissemination of information; annual report of Board. The Board shall:
1. Use all suitable means to collect and disseminate information calculated to educate and benefit producers, growers and breeders of livestock within the State of Nevada.
2. On or before February 1 of each year, report to the Governor a full and detailed account of its transactions and a full financial statement of all funds received and disbursed.
Information Concerning Board or Commission
Subject to Review by the
Sunset Subcommittee of the Legislative Commission
as required by Nevada Revised Statutes 232B.230

Board or commission name: Nevada Junior Livestock Show Board

Members' names with expiration date of term, and indicate the number of vacancies:
Matthew McKinney- 5/22/2017
Frederick Richards- 8/01/2015
Beverly Elston- 3/31/2017
Tamara Olsen- 8/01/2015 awaiting re-appointment
Dale Holcombe 6/30/2017

Physical address: 1350A Wells Ave. Reno, Nevada 89512

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

Web site address (if any): http://agri.nv.gov/administration/NJLSB

Web site developer (if not EITS, please indicate if EITS approved the web site): EITS

Executive director's name and contact information: No Executive Director

Staff members' names including titles and status as full-time or part-time (attach additional pages as necessary):
Dennis Hellwinkel- treasurer/custodian of accounts
Doris Hoskin- Board Assistant

Days and hours of operation: No Office Hours

Created by what authority: NRS 563.010

Authority to adopt regulations (NRS) and citation to regulations (NAC), if applicable: NRS 563.080

Please continue to Page 2
List by LCB File No. and date of adoption the five regulations most recently adopted by the board or commission, with any applicable deadline for the adoption of any such regulation:

LCB File: none

List any required regulations that have not been adopted, with any applicable deadline for the adoption of any such regulation. Please identify each such regulation by LCB File No., if available, or by reference to the provision of NRS or Statutes of Nevada requiring adoption of the regulation:

None

Governing structure of the board or commission pursuant to statute:

Board elected President, Vice President, Secretary, appointed treasurer as per NRS 563.070

Duties of the board or commission:

As per NRS 563.080; 563.100
1. Possession and Care of all property of NJLS
2. Annually conduct the Nevada Jr. Livestock Show and Sale
3. Review uses and improvements to the property leased to Washoe County for use as a Fairground

Statement of the objectives and programs of the board or commission:

To provide an opportunity for 4-H, FFA, and Youth Grange members to exhibit their livestock projects before the public, and provide for an auction in which the youth may sell their project animal.

Conduct educational workshops where youth can learn proper livestock raising procedures and improve their knowledge and skills needed in the livestock industry.

Operate a scholarship program for youth exhibiting at the Nevada Jr. Livestock Show
### Itemized list of services offered by the board or commission:

- Nevada Jr. Livestock Show and Sale
- Quality Assurance training workshops
- Educational workshops on feeding and showing livestock

### Dates of the immediately preceding six meetings:


### Statutory tax exemptions, abatements, or money set aside for the board or commission:

N/A

### Description of the manner in which the board or commission is funded, including all funding sources:

- Donations and Grants from the Public
- Grant from the Nevada Department of Agriculture
- Sales Commission on animals sold through the NJLS auction

### Please identify any forms required by the board or commission to be used by members of the public which are not available for downloading from the web site of the board or commission:

None
Information Concerning Board or Commission  
Subject to Review by the  
Sunset Subcommittee of the Legislative Commission

Does the board or commission have any recommendations for consolidation with another board or commission? If so, which one(s) could be revised to include the charge to the board or commission that is the subject of this review?

No recommendations

Does the board or commission believe that its objectives and programs have been effective in accomplishing the purposes for which the board or commission was created? Please explain the response with any information the board or commission believes is relevant:

Yes. 200 to 300 youth participants annually at the Nevada Jr. Livestock Show and Sale
211 youth participated in Livestock Quality Assurance Training in 2015
A total of over $205,000 in Scholarships awarded since the program's inception started in 2000, with $26,500 awarded to 14 youth in 2015

Any recommendations for statutory changes which are necessary for the board or commission to carry out its objectives and programs:

No

If additional space is necessary, please attach additional pages and refer to the attachments on the form.

Please include with this form:
1. The operating budget of the board or commission.
2. A statement setting forth the income and expenses of the board or commission for at least 3 years immediately preceding the date on which the board or commission submits this form, including the balances of any fund or account maintained by or on behalf of the board or commission.
3. The most recent legislative audit or other audit of the board or commission, and any efficiency studies or constituent or staff surveys conducted in the past 3 years.
4. Any reports required to be filed with the Legislative or Executive Branch over the past 3 years. Please indicate if any reports were filed late or have not been filed.
5. Copies of the minutes of the immediately preceding six meetings of the board or commission.
6. A copy of the organizational chart showing the governing structure of the board or commission and its staff.
7. A copy of the most recent strategic plan of the board or commission.

Please submit this form electronically to: cstonefield@lcb.state.nv.us. Submit additional documents electronically in a .pdf format.

If the file is too large for emailing, please submit hard copies to:
Carol Stonefield
Research Division
Legislative Counsel Bureau
401 South Carson Street
Carson City, NV 89701

LCB (11/15)
Page 4 of 4
Nevada Junior Livestock Show Board
(attachment to the Review Form)

Page 1, Members’ names with expiration date of term, and indicate the number of:

Matthew McKinney- 5/22/2017
Frederick Richards- 8/01/2015
Beverly Elston- 3/31/2017
Tamara Olsen- 8/01/2015 awaiting re-appointment
Dale Holcombe 6/30/2017
Sarah Chvilicek 12/01/2017
Andy Miller 9/09/2015 Charles Mann awaiting appointment
Thomas Cates 6/30/2017
Nevada Jr. Livestock Show Board Appointments

Matthew McKinney- Cattle and Sheep
Term: 1/09/2014 to 5/22/2017

Frederick Richards- Cattle and Sheep
Term: 2/06/2012 to 8/01/2015

Beverly Elston- General Agriculture
Term: 1/09/2014 to 3/31/2017

Tamara Olsen- Dairy
Term: 1/09/2014 to 8/01/2015 awaiting re-appointment

Dale Holcombe- CABNR -UNR
Term: 2/13/2014 to 6/30/2017

Sarah Chvilicek- UNCE
Term: 2/28/2014 to 12/01/2017

Andy Miller- Agriculture Education
Term: expired 9/09/2015 Charles Mann awaiting appointment

Thomas Cates- Reno Rodeo Association
Term: 1/09/2014 to 6/30/2017
Nevada Jr. Livestock Show Board
2015 Report to the Governor

-Annual Transaction and Financial Report
As per: NRS 563.130
Contact: Dennis Hellwinkel –njlsb@agri.nv.gov

Summary:
The Nevada Jr. Livestock Show Board conducts an annual show and sale for 4-H, FFA, and Grange youth livestock exhibitors.

The NJLS Board also conducts educational workshops for youth involved in raising livestock.

Beginning in 2013, as per NRS 563.080, the NJLS Board reviews all uses, improvements and changes to the facilities located on the property leased to Washoe County for use as a fairground.

The 76th annual Nevada Jr. Livestock Show and Sale was held May 13th thru 17th, 2015.
A total of 306 youth exhibitors participated in market shows, breeding livestock shows, showmanship contests, record books, and educational displays. The Sale held on Saturday May 16th. Consisted of 34 market rabbit pens, 8 market goats, 25 steers, 79 market lambs, and 73 market hogs.

2015 Market animal sale: 220 lots
Receipts from buyers: $283,856.19
Paid to Exhibitors: $254,055.52
Proceeds to Scholarship fund: $7,959.00
Carcass of Merit payments to exhibitors: $3,541.30

2015 Scholarship Program: A total of $26,750 was awarded to 14 individuals from the 12 Scholarship Fund accounts.

A total of 211 youth participated in Quality Assurance workshops conducted in 5 counties and on-line.

The NJLS Board set up a sub-committee, which met twice in 2015, to review changes and uses of the Reno Sparks Livestock Events Center and submit recommendations to the NJLS Board for approval.

Attachments: 2015 show and sale Budget/actual expense
2015 Balance Sheet
### Balance Sheet
As of June 30, 2015

**ASSETS**

**Current Assets**

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<td>1008-FB Bank Hellwinkel Endowment CD</td>
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<td>1006- Petty Cash</td>
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**Fixed Assets**

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<td>1300 Show &amp; Sale Equipment</td>
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**TOTAL ASSETS**                    | **$450,736.54** |
### LIABILITIES & EQUITY

#### Equity

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<td>7001 Larry Landa Scholarship Fund</td>
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<td>7003 Jack/Ben Caramella Scholarship</td>
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#### Liabilities

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<td>2015 Scholarships awarded</td>
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**TOTAL LIABILITIES & EQUITY** $450,736.54
### 2016 NJLS Budget

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</table>

profit/loss

1475.64

$5,950.00
Nevada Jr. Livestock Show Board  
2014 Report to the Governor  

Annual Transaction and Financial Report  
As per: NRS 563.130  
Due: February 1st.  
Contact: Dennis Hellwinkel – njlsb@agri.nv.gov  

Summary:  
The Nevada Jr. Livestock Show Board conducts an annual show and sale for 4-H and FFA youth livestock exhibitors and also organizes one or more educational workshops for youth involved in raising livestock.  
The 75th annual Nevada Jr. Livestock Show and Sale was held at the Reno Livestock Events Center on May 14th thru 18th, 2014. In recognition of the 75th anniversary, exhibitors were each given a commemorative t-shirt through a sponsorship from the Washoe County Farm Bureau and an illustrated guide of Livestock Breeds, purchased with funds from the Dressler Education Fund. Each participating 4-H Club and FFA Chapter also received DVDs on the care and showing of Livestock from the Dressler Education Fund.  

The 2014 Show and Sale consisted of 250 exhibitors with 749 entries in the market and breeding shows. Species breakdown:  
- Beef 25 exhibitors 90 entries  
- Sheep 84 exhibitors 281 entries  
- Swine 89 exhibitors 219 entries  
- Rabbits 26 exhibitors 63 entries  
- Market Goats 8 exhibitors 31 entries  
- Dairy Cattle 7 exhibitors 22 entries  
- Dairy Goats 11 exhibitors 43 entries  

2014 Market animal sale: 194 lots  
Receipts from Buyers: $234,968.20  
Paid to Exhibitors: $221,413.72  
Carcass of Merit premiums paid to Exhibitors: $3,395.90  

2014 Scholarship Program:  
Fourteen Scholarships, totaling $26,000 were awarded from the 12 Scholarship Fund accounts  

Attachments: 2014 show and sale expenses  
2014 Balance Sheet
## Balance Sheet

**As of June 30, 2014**

### ASSETS

**Current Assets**

<table>
<thead>
<tr>
<th>Checking/Savings</th>
<th>Amount</th>
</tr>
</thead>
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<tr>
<td>1000- NSB-Show &amp; Sale Checking</td>
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<td>1001- NSB-Scholarship Checking</td>
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<td>1002- NSB-Scholarship Money Mkt.</td>
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<td>1003-Heritage Bank Education Money Mkt.</td>
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<td>1004-FB Bank-Education CD</td>
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<td>1005-FB Bank Scholarship CD</td>
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<td>1008-FB Bank Hellwinkel Endowment CD</td>
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<tr>
<td>1006- Petty Cash</td>
<td>50.00</td>
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<tr>
<td><strong>Total Checking/Savings</strong></td>
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<tr>
<td>Accounts Receivable</td>
<td><strong>$ 1,986.10</strong></td>
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**Total Current Assets**  

**$379,956.08**

**Fixed Assets**

<table>
<thead>
<tr>
<th>Equipment</th>
<th>Amount</th>
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<tr>
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<tr>
<td>1300 Show &amp; Sale Equipment</td>
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<tr>
<td>1350 Accumulated Depreciation</td>
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<td><strong>Total Fixed Assets</strong></td>
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**TOTAL ASSETS**  

**$438,067.30**
### LIABILITIES & EQUITY

#### Equity

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<th>Fund</th>
<th>Amount</th>
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<td>7002 Cameron Scholarship</td>
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<td>7003 Jack/Ben Caramella Scholarship</td>
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<tr>
<td>7004 Elmo Pecetti Scholarship</td>
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<tr>
<td>7006 Ballarini Scholarship</td>
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<tr>
<td>7007 Cecille Caramella Scholarship</td>
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<tr>
<td>7008 Games Memorial Scholarship</td>
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<tr>
<td>7009 C &amp; A Investments Scholarship</td>
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<td>7010 Hellwinkel Scholarship</td>
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<tr>
<td>7011 Tracy Armstrong Scholarship</td>
<td>18,575.75</td>
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<tr>
<td>7013 Judy Rumbaugh Scholarship</td>
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<td>7012 NJLS Scholarship Fund</td>
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<tr>
<td>7014 American AgCredit Scholarship</td>
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<td>Undistributed scholarship interest</td>
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<td>Net Income/Retained Earnings</td>
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<tr>
<td><strong>Total Equity</strong></td>
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#### Liabilities

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<tr>
<td>2013 Scholarships still encumbered</td>
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<tr>
<td>2014 Scholarships awarded</td>
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<tr>
<td><strong>Total Liabilities</strong></td>
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**TOTAL LIABILITIES & EQUITY**  **$438,067.30**
Nevada Jr. Livestock Show - 2014 Show and Sale Expenses

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Facility Rental:</td>
<td>$7,630.85</td>
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<tr>
<td>Judges:</td>
<td>2,894.82</td>
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<tr>
<td>Sound System:</td>
<td>1,155.00</td>
</tr>
<tr>
<td>Photographer:</td>
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<tr>
<td>Grader for carcass contest:</td>
<td>1,072.52</td>
</tr>
<tr>
<td>Security:</td>
<td>450.00</td>
</tr>
<tr>
<td>Buyers Dinner &amp; vol. meals</td>
<td>3,174.36</td>
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<tr>
<td>Supplies:</td>
<td></td>
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<tr>
<td>Office:</td>
<td>391.15</td>
</tr>
<tr>
<td>Show &amp; Sale:</td>
<td>884.50</td>
</tr>
<tr>
<td>Postage:</td>
<td>656.00</td>
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<tr>
<td>Printing:</td>
<td>880.00</td>
</tr>
<tr>
<td>Repairs/Maintenance:</td>
<td></td>
</tr>
<tr>
<td>Office:</td>
<td>371.10</td>
</tr>
<tr>
<td>Show Equipment:</td>
<td>791.00</td>
</tr>
<tr>
<td>Licenses &amp; fees:</td>
<td>344.64</td>
</tr>
<tr>
<td>Awards:</td>
<td>5,255.96</td>
</tr>
<tr>
<td>Treasurer:</td>
<td>5,000.00</td>
</tr>
<tr>
<td>Show Manager:</td>
<td>3,000.00</td>
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<tr>
<td>Show Office Assistant:</td>
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**TOTAL:** $35,951.90

<table>
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<tr>
<td>Department of Agriculture:</td>
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<td>Show Operations donations:</td>
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<tr>
<td>Awards Donations:</td>
<td>6,310.00</td>
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<tr>
<td>Entry Fees:</td>
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**TOTAL:** $36,750.00
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<th>2014 Budget</th>
<th>2014 actual</th>
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<tr>
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<td>Ear Tags Sales</td>
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<td>$5,600</td>
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<td>Entry Fees</td>
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<td>Reno City Grant</td>
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<tr>
<td>Ag Foundation Grant</td>
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<tr>
<td>Sales Commissions</td>
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<td>Dept. of Ag.</td>
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<td>Auctioneer</td>
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<tr>
<td>Repairs</td>
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<tr>
<td>Office Supplies</td>
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<td>$391.15</td>
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<td>Printing/Copy</td>
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<tr>
<td>Special Projects</td>
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<tr>
<td>New Equipment</td>
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<tr>
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<tr>
<td>Show Assistant</td>
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</tr>
<tr>
<td>Treasurer</td>
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<td>5,000.00</td>
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<tr>
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<tr>
<td>Net Income/(loss)</td>
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</table>
# NJLS 2013 Budget

<table>
<thead>
<tr>
<th>Income:</th>
<th>2012</th>
<th>2013 budget</th>
<th>2013 actual</th>
</tr>
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<tbody>
<tr>
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## Expenses

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<th></th>
<th>2012</th>
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<th>2013 actual</th>
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<tbody>
<tr>
<td>RLEC Rental</td>
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<td>Meals (volunteers)</td>
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<tr>
<td><strong>Awards Brunch</strong></td>
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<td></td>
<td><strong>$564.31</strong></td>
</tr>
<tr>
<td>Buyers Meal</td>
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<td>2,000.00</td>
<td><strong>$4158.07</strong></td>
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<td><strong>3000.00</strong></td>
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<td><strong>1000.00</strong></td>
</tr>
<tr>
<td>Treasurer</td>
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<tr>
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<td><strong>Total:</strong></td>
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<td></td>
<td><strong>$1170.34</strong></td>
</tr>
</tbody>
</table>
2012 NJLS Show and Sale Financial Statement

*AS OF JULY 8, 2012

INCOME:

Ear Tag Sales: $5,940.00
Entry Fees: 900.00
Late Fees: 75.00
Award Donations: 9,634.00
Show operations donations: 3,500.00
Ag Foundation Grant: 1,500.00
Add-on Contributions: $11,674.50
Paid Receipts from Buyers: $206,789.60

(surcharges fees collected- $1354.06)
(sales commission $14,477.12)

Total Income: $257,190.20

Unpaid Invoices: $17,168.10

Please note: This statement does not include non-show and sale related income:

Interest income; workshop income
EXPENSES:

RLEC rental: $5,712.00
Advertising: 891.00
Judges: 3,758.89
Sound: 1,000.00
Security: 405.00
Photography: 520.00
Postage: 581.69
Printing & Copying: 456.50
Office Supplies: 403.51
Show & Sale Supplies: 512.13
(ice cream social) $349.75
Auctioneer: 250.00
Meals (volunteers): 734.50
Repairs (scale): 207.50
Awards: 6,165.03
Buyers Lunch: 1,555.00
Livestock Hauling: 815.00
Harvest Fees: 10,720.00
Merchant Fees: 959.35
Promotion Fees: 162.82
Payments to Sellers: 196,516.47
Carass of merit payments 3,233.07
Pending payments to sellers: 2,842.50
Due to Scholarship accounts: 3,852.45
TOTAL EXPENSES: $242,254.41

INCOME OVER EXPENSES: $14,935.79

Pending Invoices:
USDA Grader: $1028.93
Board assistant (Doris) $3500
Office assistant (Rika) $2000
Bookkeeping expense(Dennis) $5000

NET AFTER PENDING INVOICES: $3,406.86

Hauling Expense reimbursement:
Gene Curti, Damonte Ranches, Amanda Allegre

   Carry over Balance from 2011: $14,357.11
   Awards Fund: (2,756.92)

   2 checks from 2009 cashed June 2012: $386.73

   Carcass of Merit: $286.73-Nv. Cattlemen’s Award: $100

   Awards Fund Balance: $2370.19
   Unrestricted Funds: $11,600.19

2012 Awards Donations: $9,634.00
Awards Expense: $6,165.03
Net to Fund: $3,468.97
## 2011 show and sale financial statement

### Income:
- **Ear tag sales:** $5,420.00
- **Breeding entry fees:** $680.00
- **Late fees:** $65.00
- **Award donations:** $4,207.90
- **Show donations:** $1,500.00
- **Sale Commissions:** $14,583.07

**Total income:** $26,455.97

### Expenses:
- **Facility rental:** $8,992.10 *(from State funds)*
- **Award expense:** $4,464.05
- **Judges:** $3,627.94
- **Sound:** $1,000.00
- **Security:** $612.00
- **Show and sale supplies:** $1,353.42
- **Office supplies:** $1,048.67
- **Postage:** $736.45
- **Credit Card Fees:** $766.68
Auctioneer: $250.00
Photographers: $400.00
Meals for volunteers: $771.00
Buyers lunch: $1875.00
Unity Dinner: 512 @ 8.75 $4,488.75
(tickets sold $1436.00) net cost: $3052.75
Hauling expense: $775.00
USDA grader- $981.99
Repair to Beef Scale $841.50
promotion payments: Lamb: $75.83
Pork: $46.20
Beef:

Total Expenses: $31,670.58

Net profit(loss): ($5214.61)

Net profit: without RLEC rental - $3,777.49
Minutes
November 19, 2015, 5 pm
Washoe County Cooperative Extension Office
4955 Energy Way, Reno NV 89502

1. Call to order, roll call of members and establish a quorum
Matt McKinney called the meeting to order at 5:22 p.m. Members present: Matt McKinney, Sarah Chvilicek, Tami Olsen, Andy Miller, and Dale Holcombe. Members absent: Tom Cates, Fritz Richards, and Bev Elston. Guests present: Doris Hoskin, NJLSB assistant, Dennis Hellwinkel, NJLSB treasurer, Tonja Dressler, NJLSB assistant, Harry Ward NV AG office, Susan Rogers, Linda Miller, Sheri Blakeslee, Anne Fagundes, Debbie Hoffman, Karen Bogdanowicz, Gloria Montero, and Carl Clinger. A quorum was established.

2. Public Comment:
Sarah Chvilicek announced that Lindsay Chichester was hired as the new Extension Educator in Carson City and would be starting January 4, 2016.

3. Review and Approval of Agenda
Andy Miller moved and Dale Holcombe seconded to approve the agenda — motion carried.

4. Review and approval of October 14, 2015 meeting minutes and October 20, 2015 NJLS Rules Subcommittee meeting minutes.
It was moved by Andy Miller and seconded by Dale Holcombe to approve 10/14/15 & 10/20/15 meeting minutes — motion carried.

5. Correspondence
Matt McKinney read the High Desert Grange Letter in to the record. Washoe County will extend an invitation to the Grange to tag/weigh with Washoe County. Matt McKinney also noted that any scale is approved provided it has been officially certified by the State’s weights and measures division. The Fallon auction yards have certified scales and may be available to the High Desert Grange. The NJLS board will send a letter the Grange offering that clarification.

6. 2016 proposed NJLS Budget
Dennis Hellwinkel presented the proposed budget. It was noted that the NJLSB will likely have to contract for security for 2016. Jim Barbee, State Agriculture Director is checking to see if his office can send their security officers to the NJLS Show. Dennis Hellwinkel suggested adding $500 to the proposed 2016 budget for security. It was moved by Sarah Chvilicek and seconded by Dale Holcombe to approve the budget as amended. Motion carried.

7. 2016 Workshop
Input was asked for requested workshop topics. Sarah Chvilicek reported that she is meeting with the new CABNR faculty member in Meat Science; he may be a possible workshop presenter. Other ideas can be forwarded to the NJLS office.

8. 2016 Show
   a. Schedule, to include 2016 show dates – draft schedule was distributed.
   b. Judges – Mark Eidman will be the judge for sheep and goats. The rabbit judge is confirmed. A swine judge still needs to be confirmed. Sherri Blakeslee asked about the procedure for selecting potential judges. Matt McKinney clarified that NJLS has a file on possible judges who work well with kids and are regionally close but the board is also open to suggestions.
   c. Quality Assurance – The updated list of exhibitors who will need to complete QA for 2016 was distributed. Sarah Chvilicek will also distribute it to 4-H and FFA staff in NV. The NJLS Board asks that counties let the board know who is conducting workshops in their counties and provide a list of successful completions. All QA tests must be successfully completed by April 15, 2016, no exceptions. The NJLS sponsored QA workshop will be in Carson City in Jan/Feb 2016.
   d. Ear tags – Thirty-five beef tags were requested. All steers must be tagged by 12/1/16. Doris reported that 200 tags need to be ordered for 2016 show. It was moved by Sarah Chvilicek and seconded by Dale Holcombe to purchase tags. Motion carried.
   e. Food – no report
   f. Awards – no report
   g. Photographer – 2016 request will go out to bid. Sarah Chvilicek moved and Dale Holcombe moved to approve the updates forms as proposed by Doris Hoskin. Motion carried. Doris Hoskin will get the forms updated and loaded to the website.
   h. Sound – will go to bid
   i. Security – Matt McKinney reported that the board may need to explore security bids.
   j. Grader/Carcass Contest – Sarah Chvilicek has been in conversation with Dennis Weatherford, USDA grader and Amilton DeMello PhD to review the formulas in the data collection to see if updates are needed. The USDA grader has offered updates as well to be in line with industry standards. Sarah Chvilicek will report on updates at future meetings.
   k. Auctioneer – Sarah Chvilicek will confirm with Brad Lingenfelter that he is available for the 2016 auction.
   l. T-shirts for exhibitors – the 2016 design was distributed. Sarah Chvilicek moved and Dale Holcombe seconded to approve the 2016 design. Motion carried. Matt McKinney confirmed that Dan Willoughby Sales is confirmed as the 2016 sponsor for the T-shirts.
   m. Dumpsters – Dennis confirmed that NJLS was billed for dumpsters for the 2015 show and has budgeted that for the 2016 show.
   n. Portable Restrooms – no report.
   o. Other
      b. Request from Roger Works to have a Cloverbud raise a market lamb for the NJLS Scholarship Program. It was moved by Andy Miller and seconded by Dale Holcombe to approve request – motion carried.
      c. Addition to website – a “How To” Section to help exhibitors and parents with the requirements for the NJLS Show and Sale. It was moved by Sarah Chvilicek and seconded by Dale Holcombe to approve – motion carried.
9. 2016 Office/Show Aide recruitment- update
   Discussion was held to increase the length of time an intern can serve with NJLS – it was moved by
   Sarah Chvilicek and seconded by Dale Holcombe to increase the length of time – motion carried. Doris
   Hoskin will make the changes to the intern form and get it distributed and loaded to the website.

10. OLD BUSINESS
    a. Discussion and updates regarding an NJLS Foundation Account – no report
    b. Fundraising – updates – no report other than Matt McKinney requested that board members
       actively fundraise.

11. Public Comment:
    The Goat Producers thanked the NJLS Board for their support.

11. Set Date of next meeting - January 20, 2016

12. Adjournment – meeting adjourned at 6:56 p.m.
MINUTES
Wednesday, October 14, 2015
Adele’s Restaurant, Carson City Nevada

1- Call to order, roll call of members and establish a quorum
Matt McKinney called the meeting to order at 6:00 p.m. - Members Present: Matt McKinney, Tom Cates, Bev Elston, Tami Olsen Sarah Chvilicek, and Members Absent: Fritz Richards, Dale Holcombe, and Andy Miller. Guests Present: Dennis Belcourt, AG’s Office, Doris Hoskin, NJLSB Assistant, Dennis Hellwinkel, NJLSB Treasurer, Tonja Dressler NJLSB Assistant, Susan Rogers NJLS Rabbit Superintendent, Charles Mann; Carson Valley FFA.

2- Public Comment:
Dennis Hellwinkel announced that the family of Laurie Sheppard had designated NJLS to receive donations in her name. The family designated any donations to go to the NJLS Scholarship fund.

3- Review and Approval of Agenda
Tami Olsen moved to approve the agenda. Bev Elston seconded. Motion Carried

4- Review and Approval of May 17, 2015 meeting minutes
Dennis Hellwinkel noted changes to item c – rate of gain. The correction is Doris Hoskin reported that they have a balance of $320 to distribute amongst the winners and requested that the board allow the treasurer to get cash for distribution to the winners. It was moved to approve the minutes as amended by Tami Olsen. Bev Elston seconded. Motion carried.

5- Correspondence
Thank you notes were distributed for Board Members to read and then were filed in the correspondence binder.

6- Review and Wrap Up of 2015 NJLS Show.
- Dennis Hellwinkel Distributed the Show report to the Board Members and distributed volume buyer certificates for Bentley Ranch and Les Schwab Tire – Matt McKinney will deliver the certificates. All other volume buyer certificates were mailed out.
- Dennis Hellwinkel distributed the buyer report for the 2015 sale.
- Dennis Hellwinkel noted that a determination will need to be made regarding the $20,000 allocation from the State Department Of Agriculture.
- Tami Olsen reported that Fallon will be requesting to have the entire county (beef, sheep and swine) be housed in close proximity. Doris Hoskin responded that
housing is completely dependent on the total number of entries received for the show but will make every effort to honor the request when it comes through for the 2016 show.

- Matt McKinney reported that the 2015 Show was one the smoothest in recent history – board members concurred.
- Doris Hoskin noted that the sale orders, which were printed on NCR was immensely helpful and complimented Susan Taylor on the logistics of the sale.
- Sale ran smoothly. For consideration for 2016 sale – condense bleachers and reduce the number of tables that are set up.
- Training for Ring Men will be needed for 2016 sale. Matt McKinney noted that the auctioneer will likely bring their own ring men.
- There was a small issue with the live-pickup process which will be corrected and addressed at the beginning of the 2016 sale.
- Bev Elston asked for that to be noted in the rules.

7- Public Comment

   Matt McKinney noted that Fritz Richards will not be seeking reappointment to the NJLS Board. His board position represents the livestock industry.

   Doris Hoskin reported that she has finished painting the ceiling in the NJLS office.

8- Set date for next meeting

   November 19, 2015 at the Washoe County Office

9- Meeting adjourned at 6:28 p.m.
MINUTES

Wednesday, May 13, 2015 at 5:00pm through Sunday, May, 17, 2015 at 12:00 noon
Reno Livestock Event Center Livestock Pavilion
1350 N. Wells Ave, Reno, NV

1-Call to order, roll call of members and establish a quorum
Fritz Richards call the meeting to order at 5:15. Members present: Sarah Chvilicek, Matt McKinney, Tom
Present: Dennis Belcourt, AG’s Office, Doris Hoskin, NJLSB Assistant, Dennis Hellwinkel, NJLSB Treasurer,
Katharine Eshelman, NJLSB Intern, Tonja Dressler NJLSB Assistant, Susan Taylor, and Sherri Blakeslee NJLS
Sheep Superintendent

2- Public Comment
None Received

3-Review and Approval of Agenda
Sarah Chvilicek motioned to approve agenda as written. Tom Cates Seconded. Motion carried.

4-Review and approval of March 25, 2015 meeting minutes and April 16, 2015 NJLS Show Subcommittee meeting minutes
Sarah Chvilicek motioned to approve minutes as written. Dale Holcombe seconded. Motion carried.

5- Correspondence
No change reported since last meeting.

6- 2015 Show
a. Exhibitor Sale Conflict Requests
Sarah Chvilicek read through a letter received from Piccinini requesting approval from the board to have someone walk their animal through the sale. Bev Elston motioned to approve. Tom Cates seconded. Motion carried. Fritz Richards read through a letter received from Matt McKinney requesting his son be allowed to have assistance with showing and selling his animal. Sarah Chvilicek motioned. Tom Cates seconded. Motion carried. Fritz Richards read through a letter received from Mellissa Russell requesting that someone else walk her steer through the sale. Bev Elston motioned to approve. Dale Holcombe seconded. Motion carried.

b. Quality Assurance
Dale Holcombe reported that at the time of the meeting, there were only 2 incomplete and they need to present their certificate at the scale in order to show.

c. Rate of gain awards
Sarah Chvilicek reported that they have a balance of $331 to award amongst winners. Matt McKinney motioned to approve. Tom Cates Seconded. Motion Carried.

d. Sale Dinner
Bev Elston reported that the Western Nevada Cattle Women offered to donate beef for the dinner. The dinner is to be Tri-Tip.
e. **Request from Nevada Fair for use of panels during the fair**
   Sarah Chvilicek read a letter from Nevada Fair regarding the use of panels at their fair. Bev Elston asked if NJLS can charge a fee for deposit in case of loss or damage. Dennis Hellwinkle advised that NJLS has to support other shows according to Nevada Statute. Dennis Belcourt told the board he would look into the statute. Bev Elston would like to draft an agreement regarding loss or damage to the panels. Sarah Chvilicek motioned to approve pending Dennis Belcourt’s findings and agreement. Matt McKinney seconded. Motion Carried.

f. **Request from Silver State Youth Livestock Show & Expo for use of panels during the fair**
   Matt McKinney motioned to approve based on discussion of previous item. Tom Cates seconded. Motion carried.

g. **Other matters related to the show**
   Doris Hoskin advised that the brand inspector will be at the show on Saturday around 4pm. Sarah Chvilicek explained that the Board is convened for the duration of the show and can meet at any time if needed.

7- **Public Comment**
   Doris Hoskin wished everybody a good show

9- **Recess**
   Meeting was recessed at 5:35 pm, May 13, 2015.
1- Call to order, roll call of members and establish a quorum
Matt McKinney called the meeting to order at 5:01 p.m. - Members Present: Matt McKinney, Tom Cates, Bev Elston, Dale Holcombe, Andy Miller, Sarah Chvilicek, Members Absent: Fritz Richards and Tami Olsen. Guests Present: Dennis Belcourt, AG’s Office, Doris Hoskin, NJLSB Assistant, Dennis Hellwinkel, NJLSB Treasurer, Katharine Eshelman, NJLSB Intern, Tonja Dressler NJLSB Assistant, Susan Rogers NJLS Rabbit Superintendent, and Susan Taylor.

2- Public Comment:
None Received

3- Review and Approval of Agenda
Tom Cates moved to approve the agenda. Bev Elston seconded. Motion Carried.

4- Review and Approval of February 25, 2015 meeting minutes and February 10, 2015 NJLS Grounds Subcommittee meeting minutes
Dennis Belcourt amended agenda item number 5. The original minutes quoted his as saying that we may not qualify for a tax number, however, he said that we may qualify for one under the Department of Agriculture. Sarah Chvilicek moved to approve the minutes as amended. Tom Cates seconded. Motion carried.
Bev Elston moved to approve the Sub-Committee’s meeting minutes. Tom Cates seconded. Motion Carried.

5- Correspondence
Nevada Fair has approached NJLSB. This will be added to next meeting’s agenda.

6- Tax Identification Number/ EIN Obtaining Process
a. Update on Discussion with NDA regarding tax/ EIN
Dennis Hellwinkel explained that obtaining an EIN is a process and needed for the vendor form. He also reported that the Department of Agriculture gave him the state’s EIN and for our purposes, we should use that. Matt McKinney said that Jim Barbee has told him to operate as we are and in a couple of months Mr. Barbee will work with his staff to see what we can do to resolve this. Dennis Belcourt explained that a donation to NJLS is deductible and he doesn’t see why the state EIN won’t work.

7- Workshops
Sarah Chvilicek advised that there will be a workshop in Douglas County on March 26, 2015 and that it is about how to properly fill out entry forms.

8-2015 Show

a. Schedule/Agenda Updates
   Doris Hoskin reported that everything is still good and we are just updating the judge’s names and it is ready to post. Tonja Dressler confirmed that Friday Fun Night will start at 5:30.

b. Quality Assurance- Updates
   Sarah Chvilicek reported that the online Quality Assurance has been updated and that all Quality Assurance must be completed by April 5, 2015. Bev Elston asked what to do if there are exhibitors that do not complete the Quality Assurance by April 5th. Matt McKinney asked that an email be sent out as a friendly reminder of the due date.

c. Ear Tags- Final Counts
   Doris Hoskin went over final ear tag counts. They are as follows: Steers: 35 Tags and 25 Exhibitors, Market Goats: 14 Tags and 14 Exhibitors, Swine: 114 Tags and 86 Exhibitors, Sheep: 91 Tags and 81 Exhibitors, and Rabbits will not have final numbers until April 15th.

d. Food- Updates
   Bev Elston confirmed that we are on board with the Lion’s Club. They have not given us a cost yet, but they have agreed to be open at 7am and will close around 2pm.

e. Awards- Updates
   Tonja Dressler reported that some awards have been ordered and everything else is good.

f. Photographer- Updates
   Doris Hoskin confirmed that our photographer is good to go.

g. Other
   a. T-Shirts for Exhibitors- Update
      No update at this time.
   b. Flatbed Trailer- Update
      Matt McKinney confirmed that the trailer is purchased and the extra panels are loaded.
   c. Livestock Hauling- Update
      Matt McKinney confirmed that Kilby is set to haul and there will be 2 semis to help as well.
   d. Quiz Bowl Contest
      Tonja Dressler advised that the Quiz Bowl will be during Friday Fun Night. Sarah Chvilicek asked if the entry form will be modified. Matt McKinney explained that any funds raised will be slid to Youth Advisory.
   e. Potential judging/ Skillathon contests for horse and livestock in conjunction with NJLS
      Sarah Chvilicek reported that the state 4-H horse evaluation contest will be taking place and that they are working on the livestock evaluation contest.
   f. Sheep Prospect and Feeder classes
      Sarah Chvilicek explained that the word “prospect” was to be added and that the word “feeder” was to be omitted. Some of them were missed. If an animal does not make weight they will be sifted into the respective prospect class.
9- **Financial Report**
Dennis Hellwinkel reviewed the financial summary with the Board. He noted that he needs permission to write of bad debt on a steer. There was also a bad check that came in that he will be taking care of. He also reported that there are still some checks out from past shows that will stay for a while. He advised that ear tag money is in, but still needs to be double checked. The Special Projects money is money from adult t-shirt orders. The rest of the report is the scholarship breakdown and the second page is account of awards. Sarah Chvilicek moved to receive and file the financial report. Dale Holcombe seconded. Motion Carried.

10- **Office/Show Aide recruitment- update**
Doris Hoskin reported that there are 5 Show Aides in and 2 more possibilities.

11- **Show Subcommittee**
   a. **Set date for meeting**
      Meeting set for April 16, 2015 at the Washoe County Cooperative Extension Office.

12- **OLD BUSINESS**
   a. **Discussion and decisions regarding agreement with NV AG Foundation to transfer scholarship and educational funds to the NV AG Foundation to include scholarship committee feedback.**
      Matt McKinney advised that there is still public concern regarding this agenda item. He would like to postpone discussion and decision on this item until we can have the concerned parties present to voice their concerns.

   b. **Fundraising- Update**
      Suggestions need to be sent to Doris or Tonja. The Board also asked that the donor letter be posted to the NJLS website.

13- **Public Comment**
Sarah Chvilicek noted that Tami Olsen was not able to attend the meeting because the office was closed. Dennis Hellwinkel also advised the Board that thank-you cards have been passed out and that he needs the address for the security company.

14- **Set date of next meeting**
Meeting set for May 13, 2015 at 5:00 pm at the Reno Livestock Even Center Livestock Pavilion.

15- **Adjournment**
Meeting Adjourned at 5:42 pm.
DEPARTMENT OF AGRICULTURE
NEVADA JUNIOR LIVESTOCK SHOW BOARD
Mailing: P.O. Box 8026  Reno, Nevada 89507
Physical: 1350A Wells Avenue  Reno, Nevada 89512
Nevada Department of Agriculture: 405 South 21st Street  Sparks, Nevada 89431
Email: NJLSB@agri.nv.gov  http://agri.nv.gov/ADMINISTRATION/NJLSB/NJLSB

MINUTES

Wednesday, February 25, 2015
Washoe County Cooperative Extension Office
4955 Energy Way, Reno, NV 89502

1- Call to order, roll call of members and establish a quorum
Matt McKinney called the meeting to order at 5:05 p.m. – Members Present: Matt McKinney, Tom Cates, Bev Elston, Dale Holcombe, Andy Miller, Sarah Chvilicék, Tami Olsen, and Fritz Richards. Guests Present: Dennis Belcourt, AG’s Office, Doris Hoskin NJLSB assistant, Dennis Hellwinkel NJLSB Treasurer, Katharine Eshelman NJLS Intern, Tonja Dressler NJLSB assistant, and Linda Miller.

Public Comment:
Andy Miller advised that Lyon County Schools will be implementing testing that conflicts with the week of the NJLS Show and may cause a problem with exhibitor check-in. Matt McKinney announced that the company that does the ram sale at John Ascua’s Nugget is looking for a group to set up panels for their show.

2- Review and Approval of Agenda
Sarah Chvilicék moved to approve the agenda as written. Tom Cates seconded. Motion carried.

3- Review and Approval of January 21, 2015 meeting minutes
Bev Elston amended item 11 b to add that she abstained from the draft agreement between NJLSB and the NV AG Foundation. Dennis Hellwinkel amended item 8 f correcting that the security is not provided by the same company as last year, but is being provided by Martin Ross. Bev Elston moved to approve the minutes as amended. Dale Holcombe seconded. Motion carried.

4- Correspondence
No changes to report since last meeting.

5- Application Tax Identification Number
Bev Elston advised that NJLSB does not have a tax ID number to give to donors that wish to write off their donation. Dennis Belcourt explained that we may qualify for one under the
Department of Agriculture. Sarah Chvilicek explained that donors are tax exempt because of this and she will contact Jim Barbee to get the Department of Agriculture’s tax ID information. NJLSB will revisit this item at the next meeting.

6-2015 Workshop
Doris Hoskin reported that 58 parents and students attended the Quality Assurance workshop in Fallon on January 24, 2015. Sarah Chvilicek advised that the online Quality Assurance has been updated so she will be sending out an email to 4-H and FFA leaders with the new information. There will be a Quality Assurance workshop held on March 14, 2015 in Washoe County and is open to anyone. Matt McKinney requested that Doris and Sarah hold a workshop on March 26, 2015 at 6 p.m. at the Douglas County Cooperative Extension office.

7-2015 Show
a. Judges- Matt McKinney confirmed that Scott Williamson will be the Swine judge. Dennis Hellwinkel requested addresses for the judges so he can send out contracts.

b. Quality Assurance- There will be a Quality Assurance workshop held in Washoe County on March 14, 2015. Students can also complete Quality Assurance online.

c. Ear Tags- Doris Hoskin reported that there are 35 Beef tags, 15 Goat tags, 92-93 Sheep tags, and 115 Swine tags. She also handed out the ear tag history from the past few years.

d. Protocol for check out- No changes since last meeting.

e. Sound- Matt McKinney has sent an email to the same company as last year and has not yet heard back.

f. Security- Security has been donated by Martin Ross.

g. Food- Bev Elston reported that the Reno Lyon’s Club has confirmed that they will be doing food this year, but has not given a set price.

h. Grader/ Carcass Contest- Sarah Chvilicek has confirmed that Dennis Weatherford will grade and has the dates. She also advised that anyone is welcome to come and learn. Bev Elston requested that the dates and times for the grading be added to this year’s program.

i. Awards- Tonja Dressler reported that awards are going well. Dennis Hellwinkel asked the Board to send Tonja donor suggestions.

j. Auctioneer- Brad Lingenfelter is confirmed.

k. Photographer- Matt McKinney read through the photographer bids received. Fritz Richards moved to accept Anne Bothwell’s bid of $1000 to be the 2015 photographer. Tom Cates seconded. Motion carried.

l. Q-Virus- Bev Elson reported that she had a leader as her about Q-Virus. Bev spoke with the state veterinarian and said that it is not a concern. Dale Holcombe advised that it is only seen around lambing time and should not be of concern for the Show.

m. Other

a. T-Shirts for Exhibitors Update- Matt McKinney reported that Dan Willoughby Sales will donate the T-Shirts in exchange for the use of NJLSB panels for the ram show. NJLSB needs to submit sizes, artwork, and T-shirt colors and Dan will take care of the rest. A tentative deadline for exhibitor’s shirt sizes was set for March 6th.

b. Flatbed Trailer Update- Matt McKinney received a final quote from Steam Boat Trailers for $4195 plus a $28.26 DMV fee.

c. Livestock Hauling Update- Tonja Dressler confirmed that Kyle Kilby will haul Swine. Matt McKinney confirmed that Bently Ranch will have two semis to help haul livestock.
d. **Achievement in Record Keeping discussion for clarification of what needs to be turned in**: Sarah Chvilicek advised that there is a lot of confusion as to what needs to be turned in. Doris Hoskin explained that everything they need is in the rule book and that they have questions to answer, one picture page, and a personal interview. Bev Elston asked if there's a way to ensure that they are following the rules at the current year's show and Sarah Chvilicek explained that the current year's animals are in the exhibitor's record books. Linda Miller asked if the exhibitors need to submit a cover sheet with their application and Doris Hoskin advised that there is a form on the NJLS website that accompanies the application.

e. **Port-a-Potties**: Tom Cates confirmed that they will be dropped off Wednesday evening and picked up on the following Monday.

8- **Financial Report**

a. **Current Financial Summary**: No changes to report. Dennis Hellwinkel reported that Nevada State Bank sent out a letter stating that they are changing their Non-Profit banking costs. The first 100 transactions are free and then every additional transaction will be charged 20 cents. He advised that it will only cost NJLSB $10-$15 per a statement during the busy months following the show. He advised that there is no need to move the account.

b. **2015 Budget Approval**: The Board looked through the budget and Matt McKinney requested that the Treasurer be increased to $7000 per a year and that $5000 be added to account for the purchase of the flatbed trailer. Sarah Chvilicek moved to approve the 2015 budget. Fritz Richards seconded. Motion carried.

c. **2015 Staff Compensation**: Matt McKinney advised that Rika is not available to work the Show this year and has asked Susan Taylor to take her position. Matt McKinney also requested that the Board considers compensating Tonja Dressler for travel mileage. Bev Elston moved to budget $1000 for mileage reimbursement for Tonja Dressler. Fritz Richards seconded. Motion carried.

d. **Scholarship Committee Report**: Dennis Hellwinkel met with the Scholarship Committee and requested that NJLS advertise that scholarships are due by April 11, 2015. Sarah Chvilicek will send out an email to leaders reminding them of the due date. Dennis Hellwinkel also advised that there is concern with some of the donors as to who will have control over the scholarship funds and the committee would like to keep scholarship funds and responsibilities within NJLS.

9- **Office/Show aide recruitment update**

Doris Hoskin reported that there are 4 show aide applications turned in and there is at least one position still available.

10- **Fairgrounds Review Subcommittee Report**

Bev Elston reported that the subcommittee met on February 10, 2015 and that they sent out a letter informing that the subcommittee is there to review changes to the fair grounds.

11- **OLD BUSINESS**

a. **Final approval of revised agreement with NV AG Foundation to transfer scholarship and educational funds to the NV AG Foundation**: Matt McKinney has requested that this item be put on the next meeting's agenda as there is some concern over transferring funds to NV AG Foundation from some donors. Bev Elston has abstained from voting on the transferring of funds from NJLSB to the NV AG Foundation. Fritz Richards moved to approve that this item be added to the next meeting's agenda. Sarah Chvilicek seconded. Motion carried.
b. **Fundraising**: Matt McKinney advised that he will speak with Sierra Meats and Seafood.

12- **Public Comment**: Doris Hoskin advised that the back room of the NJLS office is painted and Dennis Hellwinkel reported that the window is fixed.

13- **Set Date of next meeting**:
   - Meeting set for March 25, 2015 at 5 p.m.

14- **Adjournment**
   - Meeting Adjourned at 6:14 p.m.
Minutes

Wednesday January 21, 2015 at 5:00 p.m.
Washoe County Cooperative Extension Office
4955 Energy Way, Reno, NV 89502

1-Call to order, roll call of members, and establish a quorum
   Matt McKinney called meeting to order at 5:06 p.m. - Members present: Matt McKinney, Tom Cates, Bev Elston, Dale Holcombe, Andy Miller, Sarah Chvilicek, Tami Olsen, and Fritz Richards. A quorum was established. Guests present: Dennis Belcourt, AG’s Office, Doris Hoskin NJLSB assistant, Dennis Hellwinkel NJLSB treasurer, Katharine Eshelman NJLS intern, Sherri Blakeslee NJLS sheep superintendent, Tonja Dressler NJLSB assistant, Susan Rogers NJLS rabbit superintendent, Scott Betz Slab of Bacon 4-H, and Baille Malay UNCE staff.

Public Comment: Andy Miller advised that Smith Valley FFA will do their quality assurance with Dr. Thain. Matt McKinney announced that due to family obligations over the next few months he may miss meetings but that he has been assured by Fritz that NJLS business will proceed as planned.

2-Review and Approval of Agenda
   Fritz Richards moved to approve the agenda as written. Tom Cates seconded. Motion carried.

3- Review and Approval of November 19, 2014 minutes
   Fritz Richards moved to approve the minutes as written. Bev Elston seconded. Motion Carried.

4-Correspondence
   Doris Hoskin reported no change since last meeting.

5-Financial Report
a. **Show Financial Summary**- Dennis Hellwinkel advised the Board on updates to the accounts including the RLEC deposit and the purchase of new laptops, printers, and programs. Fritz Richards moved to approve and file the report as written. Dale Holcombe seconded. Motion Carried.

b. **Establish guidelines for payment to show aide interns**- Dennis Hellwinkel explained to the Board that they approved hiring interns, but because of funds being transferred to Ag Foundation, he doesn’t know where to pay interns from. Matt McKinney suggested that funds be held in the Scholarship Funds to pay interns. Fritz Richards moved to hold funds, not to exceed $2,500 in the scholarship fund for the payment of show aide interns. Tom Cates seconded. Motion Carried.

6- Dennis Belcourt gave a Power Point presentation on Open Meeting Law.

**7-2015 Workshop**

Doris Hoskin reported that there is a quality assurance workshop in Fallon on January 24, 2015. There is also a workshop in Washoe County on March 14, 2015.

**8- 2015 Show**

a. **Judges**- Matt McKinney advised that the Board cannot get ahold of Scott Williamson to see if he will be the Swine Judge. Bailie Malay said that she has some ideas that she will send to Matt McKinney.

b. **Quality Assurance**- There will be a workshop held 1/24/2015 in Fallon and another workshop in Washoe County on 3/14/2015. Quality Assurance must be done by April 5, 2015.

c. **Ear Tags**- Doris Hoskin reported that all ear tags for Beef are paid for and there are 31 Beef tags sent. She also advised that an email will be sent out to all 4-H and FFA leaders about ear tags for Sheep, Swine, and Goats. Nothing is to be tagged after March 1st.

d. **Protocol for Check-Out**- No new information to report.

e. **Sound**- Matt McKinney is to call the same people as last year.

f. **Security**- Tom Cates reported that security is covered and has been donated by Martin Ross.

g. **Food**- Bev Elston reported that the Lions Club will be providing food again and requested a budget amount for food to include the auction dinner. Beef is the preferred entree Fritz Richards suggested that the cost is to not exceed $4,000. Sarah Chvilicek moved to pass the budget of $4,000. Fritz Richards seconded. Motion Carried.

h. **Grader/ Carcass Contest**- Sarah Chvilicek reported that Dennis Weatherford is willing to grade and has the dates.

i. **Awards**- Tonja Dressler reported that donor letters are complete and asked the Board if they will be doing thank you cards again this year. Dennis Hellwinkel has also asked the Board to send Tonja Dressler names of possible donors.

j. **Auctioneer**- Brad Lingenfelter is confirmed to be the auctioneer.

k. **Photographer**- Doris reported that as of 1/21/2015 the application has been posted on the NJLS website. February 20, 2015 is the last day to submit applications.

l. **Other**
a. **Trash Removal from Grounds** - Bev Elston requested this item be on the agenda to insure trash removal is addressed. Dennis Hellwinkel advised that Waste Management donates a dumpster every year for show use. A letter requesting dumpster donation will be sent.

b. **Portable Restrooms** - Tom Cates advised that he will contact the company.

c. **Livestock Hauling** - Fritz Richards explained that he has been asked to rotate who will be hauling livestock each year. Matt McKinney and Fritz Richards will handle hauling.

d. **Authorization to Purchase Flatbed Trailer** - The trailer is to be used for the rest of the NJLS panels. Matt McKinney reported that he has secured a bid from a company in Yerington for $4,336 and is waiting to secure another bid from another company. Doris Hoskin suggested a used one. Sarah Chvilicek moved for the purchase of a trailer to not exceed $6,000. Fritz Richards seconded. Motion Carried.

e. **T-Shirts for Exhibitors** - Dennis Hellwinkel advised the Board that the money for the T-shirts last year was donated by the Washoe County Farm Bureau at the cost of $1500, and the funding to do t-shirts this year would have to come out of the Show and Sale funds. Sarah Chvilicek suggested finding a sponsor to cover the cost of t-shirts. Bev Elston moved to approve looking for a sponsor and starting t-shirt design. Fritz Richards seconded. Motion Carried.

9- **Office Aide Update** - Dennis Hellwinkel asked the Board if the Office Aide Intern position needs to be reposted for spring or if they can carry over the current intern into spring. Fritz Richards moved to extend the current office aide intern through the show. Tom Cates seconded. Motion Carried.

10- **Report of Fairgrounds Sub-committee, request for direction** - Bev Elston reported difficulties holding sub-committee meetings at RLEC. She suggested that meetings for this sub-committee be held at South Valley Library. Meeting set for February 10, 2015 at 5:00 p.m.

11- **OLD BUSINESS**

a. Board Member Responsibility- Review and discussion of request by Reno Rodeo for proposed changes to RSCVA/RLEC per NRS 563.080 and possible development of protocol for addressing changes to RSCVA/RLEC grounds.

b. **Policies and Procedures** - Approval of updated draft agreement- Bev Elston has disclosed and abstained from the approval and update of the draft agreement between NJLSB and the NV AG Foundation. Sarah Chvilicek reported that Dennis Belcourt has amended the document. Fritz Richards moved to approve the draft of the agreement as written. Sarah Chvilicek seconded. Motion Carried.

c. **Fundraising** - Send suggestions to Tonja Dressler and Doris Hoskin.

12- **Public Comment:**

   Tonja Dressler and Youth Advisory would like to hold a quiz bowl as a state qualifier at the 2015 show. In order to do so, she would like to revise the show agenda. This will need to be added to next meeting’s agenda.

13- **Set Date of Next Meeting**

   Next meeting set for February 25, 2015 at 5:00 p.m.

14- **Adjournment** - Meeting adjourned at 6:40 p.m.
Minutes
Wednesday November 19, 2014 at 5:00 p.m.
Washoe County Cooperative Extension Office
4955 Energy Way, Reno NV 89502

1-Call to order, roll call of members and establish a quorum
Matt McKinney called the meeting to order at 5:01 p.m. – Members present: Matt McKinney, Tom Cates, Bev Elston, Dale Holcombe, Andy Miller, Sarah Chvilicek. Tami Olsen and Fritz Richards were excused. A quorum was established. Guests present: Harry Ward, AG’s office, Doris Hoskin NJLSB assistant, Dennis Hellwinkel NJLSB treasurer, Katherine Eshelman NJLS intern, Linda Miller NJLS goat superintendent, Sherri Blakeslee NJLS sheep superintendent Bailie Malay UNCE staff.

Public Comment: None received

2-Review and Approval of Agenda – Tom Cates moved and Bev Elston seconded, agenda was approved as presented.

3-Review and approval of September 10, 2014 meeting minutes – Clarification was offered that Matt McKinney as president of the NJLS Board is a member of all subcommittees within the NJLS Board structure. After the clarification Bev Elston moved and Tom Cates seconded the minutes be approved as clarified – motion carried.

4-Correspondence – A letter from Daron Kelton was read in to the record; Daron has volunteered to serve as the NJLS 2015 beef superintendent. Matt McKinney and Sarah Chvilicek offered to speak with the current superintendent; Lori Piccinini to determine if she and Daron could serve as co-chairs.

5-Financial Report – There was no financial report since there were no changes since last meeting. Dennis Hellwinkel did note that Nevada State Bank cashed a check that was over one year old. Questions were discussed regarding stop payment of stale checks and Bev Elston asked if a note could be made in the memo section that the check be cashed within 90 days.

6-2015 Workshop – A Quality Assurance workshop will be offered in Fallon on Jan 24, Dr. Thain will present the QA board sponsored workshop. Doris Hoskin and Sarah Chvilicek will also present traveling workshops/presentations on completing entries and marketing market projects. Dennis Hellwinkel asked how workshops/presentations will be paid for. Funds will be needed for travel and support materials for the
workshops/presentations. Doris and Sarah will develop a budget and present to the board at a future meeting.

7-2015 Show

a. Judges – Matt McKinney will confirm with Scott Williamson (swine) and Joel Judge (beef) for the 2015 show.

b. Quality Assurance – A discussion was offered to determine minimum requirements for youth who use the online QA system. For consideration it was suggested that members ages 9-10 completed a minimum of 5 units, 11-13 year olds complete 10 units and 14 and older complete 15 units. Topics that are required are feeds, drug use/withdrawal times/injection sites, housing, understanding of label restrictions, carcass quality and daily care and management. It was also suggested that unit levels selected by youth must match their specific age group and that the units be specific to the market project carried by the member. Sarah Chvilicek moved and Tom Cates seconded – motion carried. It was also moved by Sarah Chvilicek and seconded by Bev Elston that all QA requirements be completed by April 5 of each year – motion carried.

c. Ear tags – all beef ear tags have been distributed. A total of 36 tags were sent to counties, tags include animals that were tagged as backup projects.

d. Protocol for check out – The same process will be used as last year. There will be only one exit point and that all other gates are secured.

e. Sound – Sound system worked well, for 2015 and additional cordless microphone will be requested and ring assistants will work with judges to ensure that they don’t speak over each other.

f. Security – Tom Cates announced that Martin & Ross will provide security for 2015 and that the security group is donating their services.

g. Food – Bev Elston will coordinate with the food vendor and from board discussion hours of operation (7 a.m. – 2 p.m.) will be posted and that coffee and muffins will be offered prior to 7 a.m.

h. Grader/carcass contest – the USDA grader is secured for 2015. Bev Elston questioned the cost of the grader. It was clarified that the grader donates his time but his expenses must be covered.

i. Awards – Suggestions for awards are being gathered and considered. Doris and Katharine will work on the donor letter and will post it on the NJLS website.

j. Auctioneer – Sarah Chvilicek will confirm with Brad Lingenfelter for the 2015 sale. It was also noted that periodic wetting down of sale arena is needed throughout the sale.

k. Photographer – A request for bids will be posted to the website once the 2015 NJLS show schedule is approved.

l. Other

a. Purchase of Computers – Matt McKinney reported that current laptops needed to be replaced and asked how many laptop computers would be needed. It was moved by Sarah Chvilicek and seconded by Bev Elston that three laptops be purchased and the total costs not exceed $4000 – motion carried.

b. Purchase of Printers – printers were discussed and it was moved by Sarah Chvilicek and seconded by Dale Holcombe to purchase 2 portable printers and 1 desktop/high volume printer and that the total costs not exceed $1500 – motion carried.

c. Purchase of Trailer for extra show panels – Matt McKinney discussed that an additional 16 foot flatbed trailer is needed to hold panels that are loaned out to other shows throughout the year. An additional trailer would make the use of lending much easier. It was determined that since the cost will likely exceed $5000-6000 a bid would need to be secured. It was moved by Bev Elston and seconded by Tom Cates that research will be done on trailer options and that the information will be presented to the board a the next meeting – motion carried.

2015 Schedule – The 2015 Show schedule/agenda was reviewed. Discussion was also offered regarding announcements to barn areas and staging of animals from barns to arenas. It was moved by Sarah Chvilicek and seconded by Tom Cates to approve proposed 2015 schedule – motion carried

8-Office Aide/Show Aides Recruitment – It was announced that Katharine Eshelman is the new office aide. It was moved by Sarah Chvilicek and seconded by Bev Elston that the announcement for the recruitment of spring office and show aides be posted to the NJLS website – motion carried
9- Consideration of State Judging Contests in conjunction with NJLS – Discussion was offered for the NJLS Board to consider partnering with 4-H and or FFA to offer state level contests in Horse Judging/Skillathon and Livestock Judging/Skillathon. It was moved by Bev Elston and seconded by Dale Holcombe that NJLS board consider the addition of contests pending logistics – motion carried.

10-OLD BUSINESS
a. Board Member Responsibility – Review and discussion per NRS 563.080 and possible development of NJLS subcommittees and open meeting law requirements. The two subcommittees identified are grounds and show. Harry Ward from the AG’s office noted that the subcommittees are made up of NJLS Board members and therefore are required to abide by open meeting law requirements. All meetings of the subcommittees will be properly noticed and minutes of committee proceedings will be kept.

b. Policies and Procedures – approval of Memorandum of Agreement between Nevada Agricultural Foundation and Nevada Junior Livestock Show Board – Bev Elston disclosed that she must abstain from any discussion and voting related to the memorandum of agreement since her husband is the financial advisor to the Agricultural Foundation board. It was moved by Sarah Chvilicek and seconded by Dale Holcombe that the agreement be approved as amended – motion carried with Bev Elston abstaining.

c. Fundraising – Matt noted that fundraising for the 2015 show is ongoing and that all board members assist with the effort.

11-Public Comment:
- Andy Miller announced that Smith Valley FFA will offer a QA session during scheduled class time at the high school in January. Doris Hoskin announced that Carson Valley will do the same during class time in the spring 2015.
- The 2015 rules will be posted the website
- It was announced that the State Department of Agriculture has approved the $20,000 pass through funds for the NJLS Board.
- Sherri Blakeslee was introduced as the 2015 sheep superintendental.
- T-shirts for exhibitors for the 2015 will be discussed as a possible action item at the next board meeting.

12-Set Date of next meeting - January 21, 2015, 5 p.m. at the Washoe County Cooperative Extension office

13-Adjournment – Meeting adjourned at 6:30
Nevada Jr. Livestock Show Board

Board Assistant
Doris Hoskin

Treasurer
Dennis Hellwinkel

Show Sub-committee
Matt McKinney
Sarah Chvilicek
Frederick Richards
Andy Miller
Tami Olsen
Dale Holcombe

Grounds sub-committee
Matt McKinney
Bev Elston
Tom Cates