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| |  |  | | --- | --- | | Nevada Equine Council Meeting Minutes |  | | |
| Location: | Deanna’s House |
| Date: | November 5, 2024 |
| Time: | 6:00 PM |

# meeting details

## Roll call

### Kathy, Samantha, Deanna

## Approval of minutes

### October 2024 minutes. Kathy motioned to approve, Sam seconded.

## Treasurers report

Not applicable

## old business and Action Items

### NV Equine Council setup

##### Board member recruitment

##### Draft Articles of Incorporation reviewed and approved for finalization pending addition of notary signature.

##### Revised Bylaws (per suggestions from Jeff Bryant) reviewed and approved for finalization.

##### Apply for NV Business License after completion of Items 2 and 3

##### Filing the Nevada nonprofit articles will cost at least $100 in combined fees (a $50 state filing fee plus $50 to submit the Nevada Initial List of Officers). Kathy and Deanna to fund.

### Draft NVEC flyer – slight modification to be made and redistributed for approval. Get 100 to start depending on price.

### Identify Sponsors/Partners

##### Feed/Hay suppliers

##### American Horse Council (<https://horsecouncil.org/>).

##### Veterinarians

##### Farriers

##### Nevada Rangeland Resource Commission <https://nevadarangelands.org/>

### Sam - list of Southern NV contacts (Eastern also?)

### Addition of any future action items for southern NV (particularly Vegas area)

## committee reports

### NA

## new business and Action Items

### NV Equine Council December 3 meeting – meeting cancelled; Deanna and Sam not available.

### NV Equine meeting schedule and locations for 2025 (can only be scheduled 6 months out from present)

##### Meetings scheduled at South Valleys Library - Diamond Room, 15650A Wedge Pkwy Reno, NV 89511 – Jan 7, Mar 4, and Apr 1. Meeting for May to be booked on/after Nov 7.

##### Meetings scheduled at Raley's 108 - Reno Gather A Meeting Room, 18144 Wedge Parkway, Reno, NV 89511 – Feb 4

### Kathy and Deanna met with Jeff Bryant, CEO, The Center for Nonprofit Businesses on October 22, 2024. [See attached meeting notes.](#_Meeting_notes_from)

### Kathy and Deanna met with Clara Andriola, Washoe County Commissioner District 4 on October 30, 2024. See attached [meeting notes](#_Meeting_notes_from_1).

### Washoe County Equine Code Assessment Report Review. See attached [list of questions/comments](#ReportReview) prepared by Deanna. Kathy completed her review and will submit her questions/comments to Clara Andriola.

### Review Nonprofit Management Liability Policy Application. Curtis Isom, Isom Insurance Agency. [Attached](#InsuranceApp)

### Complete IRS form to obtain nonprofit status. Kathy to check and see what form is appropriate for 501(c)(6). 1023 EZ looks to be for 501(c)(3).

### Payment for membership, donations – Kathy to check fees and select options Venmo, PayPal, etc

### Create bank account – to be completed once NV business license and IRS submissions are completed.

### Council anticipates going live in February 2025.

### Meeting notes from Jeff Bryant. Oct 22, 2024

##### Jeff provided guidance on next steps to take (i.e., prepare Articles of Incorporation, file for NV business license, then obtain bank account based on pending nonprofit license)

##### Quick Books is an accounting option but DO NOT use nonprofit option

* Set up on accrual basis, 3-D accounting.

##### Jeff reviewed current version of bylaws and made the following recommendations:

* Obtain liability Insurance for board directors and officers, include in bylaws {he provided contact info for Curtis Isom, Isom Insurance Agency, 2156 Reno Hwy, Fallon, NV 89406, T (775) 945-2920, F (775)945-3436, Email curtis@isominsurance.net); cost is ~$900 per year}.
* Add Executive Director to bylaws (option to hire). This person is typically a paid position, reports to the board, and is responsible for managing contracts and hiring and managing any other NVEC staff. Terms included in P&P. In absence of Executive Director, Board will manage contracts.
* Remove any personal addresses from bylaws and add to P&P. Reference addresses in P&P in the bylaws.
* Add term limits back into bylaws. 2 consecutive terms, 3 year terms
* Move Communication and Education/Youth committees to P&P. Keep the following standing committees: Executive, Membership, and Legislative/Land Use/Planning committees in bylaws.
* Move credit card to P&P for cash handling. Remove from by-laws.
* Add years for maintaining records (7 for staff, personnel and 10 for grants) to P&P

##### Jeff mentioned Blue Avocado as good resource for nonprofit organizations (<https://blueavocado.org/>)

##### Complete IRS form 1023 EZ

### Meeting notes from Clara Andriola. Oct 30, 2024

1. Initial discussion of delays/lack of progress for Kathy’s SUP. Ms. Andriola will reach out to Northern Nevada Public Health regarding variances needed.
2. Went over questions/comments from Deanna’s review of the Washoe County Equine Code Assessment Report. Deanna to email to Ms. Andriola for distribution and possible action items. Ms. Andriola assured us she continues to work behind the scenes on getting changes to the code.

**Washoe County Equine Code Assessment Report Review**

#1 International Building Code.

* Is there an easy way to get this?
* Many references to International Building Code; are there specific references to equestrian buildings/facilities or are these just generalized statements regarding wiring, framing, foundations, etc?

#2 Comparisons generally do not include mention of wells, pubic water or water rights or septic/sewer service.

#3 What about small business or at home businesses (i.e, not commercial scale or for profit)?

#4 Washoe County needs to have a better definition for Commercial Stables (more concise).

* What about exception for Warm Springs?
* What is definition of Horse Keeping?
* Why is raising of 3 or more horses considered a commercial stable?

#5 Why were no other counties/areas in Nevada evaluated?

#6 Page 10 of the report, General Policy Questions. Really sounds like Washoe County is looking for more regulations rather than making things easier and cheaper for horse owners.

#7 Some comparisons are against dog/cat kennels (e.x., animal boarding with runs, Ada County, Idaho).

#8 Please clarify Animal Units table on Page 23.

#9 Page 72 Conclusions regarding Source Water Protection, Water Rights, Use Standards and Threshold for Public Review, and Building Classification and Occupancy Load Factor. These are listed but details are not necessarily included in analyses of other counties. What are occupancy load factors and how do they apply to horses? Provide details for variances from International Building Codes.

Questions/comments compiled by Deanna Newcomb October 29, 2024





