EUREKA COUNTY RECREATION BOARD
Regular Meeting 10:00 AM
December 11, 2025

PRESENT
Elmer Porter
Robin Hicks
Clint Willis
Richard McKay - *Absent*
Natosha Cluggage - *Absent*

Errol Porter - Social Media Specialist
Kim Todd – Comptroller

VISITORS
Mindy Filippini
Trent Gordon
Kim Russell
Kristen Umina
Veronica Tognoni

Agenda Item #1 – Call to Order

Chairman Elmer Porter called the meeting to order at approximately 10:01 a.m.

Agenda Item #2 – Approve Agenda. (For Possible Action)

Action – Motion made by Robin Hicks, seconded by Clint Willis to approve the agenda for the regular meeting of December 11, 2025 as stated. Motion carried by all voting aye.

Agenda Item #3 - Public Comment & Discussion. (Discussion)

Elden Allred representing the VFW, talked about remaining work that needs to be done on the VFW Memorial Park. He would like to request funding and present that on the agenda for the next meeting.

Chairman Porter asked if there would be new plans and supporting financial information for the park.

Elden explained that they may have new drawings and approximate costs for the project.

Agenda Item #4 – (Review of Financial Status of Recreation Board. (Discussion)

Kim Todd, Comptroller, reviewed the financial reports: Recreation Fund $23,275.00, Capital Outlay $20,000.00, and Tourism Fund $7,440.00. Kim noted that there are still some outstanding receipts due from the car show and the Nevada Outdoorsmen in Wheelchairs.

Agenda Item #5 – Correspondence. (Discussion)

Member Hicks acknowledged a thank you card from the Eureka High School Rodeo Club.

Agenda Item #6 – Review & Approve Minutes of Regular Meeting September 10, 2025.
(For Discussion/Possible Action)

Action – *Motion made by Elmer Porter, seconded by Clint Willis to approve the minutes for the Regular Meeting of September 10, 2025 as read. Motion carried by all voting aye.*

Agenda Item #7 - Eureka Main Street – Kristan Umina
Report on the Main Street Program. (Discussion Only)

Kristan Umina of Eureka Main Street approached the Board and began by reporting on the success of the Halloween Ball. She noted that 47 were in attendance. Moving on, she reported that there are two new businesses starting, Tequila Trails who are going to be open Monday through Sunday for lunch and dinner. The other business is the Eureka Laundromat who will be open seven days a week from 7:00 am until 7:00 p.m. There will be a salon business inside the laundromat that will do nails, lashes, teeth whitening and teeth jewels. Kristan also reported that there is a small grant that American Express is offering. I'm really hoping that the businesses participate in that because they can get between $10,000.00 to $20,000.00 to help grow their businesses in small areas. The grant is due January 16, 2026. She has offered to help anyone with the grant paperwork. Concluding, Kristan mentioned she would like to be on the next agenda to present a request on behalf of Main Street.

Chairman Porter asked how overall is the Main Street Program is progressing.

Kristan explained that they are lacking in people to serve on the Board. Johnny Fitzgerald had stepped up to serve as president for the next year; however, they are still needing board members. The board consists of four members and she will serve as the director. We need two more in there to function for this next year because if we don't have an active board, then we can't apply for certain grants and things with Main Street.

Member Hicks asked about replacing the signs, one at each end of town.

Kristen replied that she does have some quotes and designs that could be shared with the Board and would include that on her request for the next meeting.

Agenda Item #8 - NV State Old-Time Fiddlers' – Kim Russell/Eureka Restoration Enterprise
Requesting $6,500.00 to help fund lodging/mileage, judges' fees, accompanists' fees, performer's fees, and prize monies for the annual NV State Old-Time Fiddlers' Competition May 15-16, 2026. This is the same amount as last year. (For Discussion/Possible Action)

Kim Russell approached the Board and presented her request for $6,500.00. Kim noted that this next year would be the 10th year that the contest has been hosted in Eureka. Due to her health this will probably be the last year. She did receive a telephone call from somebody in Las Vegas who is part of the Nevada Fiddlers Association and she is considering turning the event over to them.

Chairman Porter suggested that the new music teacher, Anneesa Ashcroft, at the high school might be interested in taking over the event.

Action – Motion made by Robin Hicks, seconded by Clit Willis to approve the request from Kim Russell representing the NV Old-Time Fiddlers' group for $6,500.00, Recreation Fund, to help fund lodging/mileage, judges' fees, accompanists' fees, performer's fees, and prize monies. Motion carried by all voting aye.

Agenda Item #9 – Eureka High School Rodeo Club – Mindy Filippini/Adriane Tibbitts
Requesting $2,500.00 to help pay for prizes, banners/chute signs, programs, lodging for judges, portable restrooms, and livestock for the High School Rodeo August 2026. There will be a forthcoming request in June for $2,500.00 in which both requests combined total the same amount as last year. (For Discussion/Possible Action)

Mindy Filippini on behalf of the Eureka High School Rodeo Club appeared before the Board to review their request. Mindy provided a brief recap of the season noting that they have fifteen kids in the club. We've had six fall rodeos, ours being the first of the rodeo season and then we have eight more in the spring with state finals over Memorial weekend. The kids have been doing really and have had the most success out of all the clubs in the state. Confirmation of the date should happen in February.

Action – Motion made by Clint Willis, seconded by Robin Hicks to approve the request from Mindy Filippini/Adriane Tibbetts on behalf of the Eureka High School Rodeo Club for $2,500.00, Recreation Fund, to pay for expenses related to the 2026 rodeo. Motion carried by all voting aye.

Agenda Item #10 – Silver State Sportsman – Trent Gordon
Requesting $6,000.00 to assist with expenses relating to the annual banquet for the coyote call competition scheduled for February 27-28, 2026. This is the same amount as last year. (For Discussion/Possible Action)

Trent Gordon on behalf of the Silver State Sportsman group approached the Board to discuss his request. Trent noted that the date for the event has been moved to February due to new NDOW regulations. Last year, we had 64 teams and with about 170 to 180 people. We had the most coyotes brought in since I've had it or Lester with a total of 38.

Action – Motion made by Robin Hicks, seconded by Clint Willis to approve the request from Trent Gordon of Silver State Sportsman group for $6,000.00, Recreation Fund, to assist with expenses relating to the annual banquet for the coyote call competition February 27-28, 2026. Motion carried by all voting aye.

Agenda Item #11 - Social Media Specialist – Errol Porter
Discuss/Update on media activity for the Recreation Board. (For Discussion)

Errol Porter, Social Media Specialist, provided to the Board his media report for the last three months. In review, he pointed out that that currently views are up to 27,000 and point 27.2 thousand views across social media this past quarter and then 960 visits back to the social pages. Errol went on to provide an update regarding the Pony Express Territory in regard to the passport book. and that once the passports run out and we only have a few boxes left, we're going to probably be without print passports for a while. But that's where the digital component comes in. When we get back to printing the passports, then it will be with the rebranding and with links and QR codes. The app is called Visit Widget which will be a map of all the communities, highlighting businesses and amenities. There is still more work that needs to be done on the app. Errol further talked about his recent attendance to the Governor’s tourism conference. Moving on, Errol mentioned he has been working on the rebranding of the website and as part of his 2026 goals plans to launch that in the new year. Errol noted that he has been working with Brenna and Kristan regarding happenings in Eureka.

Discussion among the Board and audience followed about replacing the signs at each end of town. Errol, Brenna, and Kristan will work together designing the signs.

Errol indicated that he would like to start advertising in a regular magazine such as American Road. What I really like is that it gets you email contact, leads and so eventually down the road, I mean maybe not a full-blown newsletter, I can start quarterly sending out a whole list of subscribers info and upcoming events in Eureka. In addition, the Eureka Sentinel would be a good place to advertise. Concluding his report, Errol wants to email his report to the Board monthly. That way you can see what we did here and I can see what that was for the month. I'm going to warn you right now you're going to see a lot more fluctuation with the winter months.

11:10 AM Recess

11:34 AM Reconvened

Agenda Item #12 - Eureka County Recreation Board
Discuss renewing the contract for Errol Porter, Marketing – Social Media Specialist.
(For Discussion/Possible Action)

Chairman Porter called for discussion regarding renewing the contract for Errol Porter, Social Media Specialist.

Member Willis noted that one of the things he thinks definitely needs to change is the contract. So, there's almost nothing listed as what the expectations of the contract are; which is bad on our end. There is really not a detailed scope of work included in the contract.

Chairman Porter agreed that a scope of work should be included in the contract.

Member Willis noted that the contract could include the 2026 goals that Errol had previously provided.

Discussion ensued regarding the inclusion of scope of work in the contract. It was determined, based on the advertisement for the position and information that the Board previously desired for the position, Board members could draft a list of what might be included in the scope of work. The draft would go to the district attorney's office for a final contract. Member Hicks will forward to Chairman Porter previous minutes of the meeting in which the Board outlined desired duties of the new social media position.

On another note, Member Willis suggested rebidding the position yearly for the simple fact that competition is good and most contracts are rebid annually. However, we're kind of in a hard place right now because we have basically two weeks to do something and none of the options are really great. So, is it possible to do like a three-month extension and then rebid the job so that it's more accurate.

Board members held a lengthy discussion regarding the challenges of rebidding the position in three months in addition to each year.

Action – Motion made by Robin Hicks, seconded by Clint Willis to approve extending the contract for Errol Porter, Vintage Keys Media LLC, for one-year, same amount of pay, and an addendum that would include the scope of work detailing his duties. Motion carried by Robin Hicks and Clint Willis voting aye. Elmer Porter abstained from voting due to being related to Errol Porter.

Discuss and approve budget allocations for the tourism, recreation, and capital projects funds for FY2026 based on collection of room tax. (For Discussion/Possible Action)

Chairman Porter recalled that previously the Board has created their budget on projected revenue from room tax collections.

Member Willis interjected that from the September meeting it appears that room tax revenue is going to be down substantially. With that, he reviewed what has been spent from the funds and remaining balances along with the monies made from interest.

Comptroller, Kim Todd, explained the budget process and how those funds can be spent.

Board members determined to postpone creating a FY2026 budget util January.

Action – Motion made by Robin Hicks, seconded by Clint Willis to Table budget allocations for the tourism, recreation, and capital projects funds until January. Motion carried by all voting aye.

Discussion regarding scheduling one meeting possibly in January in which all individuals would present their requests for the year. (For Discussion/Possible Action)

Chairman called for discussion regarding one main meeting to receive annual requests for funding.

Kim Todd, Comptroller, recalled over the years with the Recreation Board is there's lots of people that come at the beginning of the year. Then when you guys get to the end of the year, there are every year events that you want to sponsor and you're almost running out of money. She feels this would be a good planning thing for this Board to have everyone present, especially the big requests. For example, you had your car show that cost you $17,000.00 and that was a great event, but it took away tons of money from other events that you guys can possibly plan in the springtime. If you had all the big events, come at once I think you could then analyze what you think are really good events that you want to continue funding, increase some funding for things that bring in a lot of tourism, Main street activity versus what doesn't bring in Main street activity. Then you would see how much is this going to cost for all of these big events and then prioritize what you think are your main events.

Discussion continued regarding a plan to schedule one meeting to receive annual requests with the idea that not all the funds would be spent in order to cover smaller requests that may come forward. In addition, discussion regarding the negative side of receiving all the requests at once.

Member Willis suggested budgeting additional monies to support larger capital projects, moving funds from the reserves into the Capital Outlay fund.

Kim explained that the Capital Outlay fund can be used for county owned properties. However, the Recreation Fund can be increased. In addition, any monies granted within the year must be expended and receipts submitted.

Further discussion continued. At which time, Kim noted that a different category, grant funds, miscellaneous, etc., could be added to the budget in which funds could be set aside.

Member Willis suggested that $300,000.00 could be moved into the new category and regardless of whether it was spent funding would be available. He further explained that the Board could budget the other categories based on revenue.

Member Hicks motioned to have a meeting in January in which all individuals would present their request for the year, to include their budget. MOTION DIED FOR LACK OF SECOND.

Concluding another discussion, it was determined to Table the agenda item.

Action – Motion made by Robin Hicks, seconded by Clint Willis to Table the agenda item until a full Board is present. Motion carried by all voting aye.

Chairman Porter Called for a Two Minute Recess

Meeting Reconvened

Legal opinion regarding use of recreation and tourism funds in addition to the Capital Outlay Fund. (For Discussion)

Chairman Porter noted that there was not any legal counsel present at the meeting. Previously Member McKay suggested that legal counsel be present to review the use of recreation, tourism, and capital outlay funds. Chairman Porter asked Kim if she could provide any information.

Kim noted that that NRS states anything to promote tourism and recreation. She further reiterated that capital outlay should be used on property we own. Also, anything over $50,000.00 has to go to bid or multiple quotes from multiple vendors. Kim noted that for a private business, funds could be given to them. You don't own anything inside that building. You don't own the building, but you can give them the money. However, receipts still have to be submitted for funds that were spent as outlined in their budget.

Action – None.

Discuss drafting a Strategic Plan for funding future projects. (For Discussion/Possible Action)

Chairman Porter said that Errol will email to all the members samples of strategic plans.

Action – Motion made by Robin Hicks, seconded by Clint Willis to Table this agenda item. Motion carried by all voting aye.

Discuss meeting schedule for the Recreation Board. (For Discussion/Possible Action)

Chairman Porter opened discussion about having a meeting every two months.

The Board discussed the benefits of having a meeting every two months.

Action – Motion made by Robin Hicks, seconded by Clint Willis to start scheduling our Recreation Board meetings every two months starting in January 2026. Motion carried by all voting aye.

Review the process for appointments to serve on the Recreation Board and elections of officers. (Discussion)

Chairman Porter reviewed the process for appointments to serve on the Board in that it's the Commissioners who appoint the members of the board.

There are guidelines in the NRS stating one from hotel, one from motel, one from business community, one from the community at large, in addition to a commissioner. Once it's determined if there is a seat expiring, the county would advertise in the community and then anybody that falls into the applicable category can apply which would be directly to the commissioners.

In regard to election of officers, officers according to NRS is every two years. Previously, we have been having election of officers every year in March.

Board members briefly discussed the status of the county room tax ordinance.

Action – None.

Agenda Item #13 - Public Comment & Discussion. (Discussion)

A brief discussion was held about funding private businesses.

Kristan Umina inquired about granting funds to Main Street for the purpose of improvements such as possibly putting a big sign on the corner of the building of the coffee shop. Points of interest included:

Not funding private businesses.
What benefits the whole community.
Funding non-profit groups.
Lack of food establishments.
Funding restaurants to stay open to promote more tourism.
Improvements to the exterior of the building.

Member Hicks has left the meeting.

Agenda Item #14 - Review Funds Expended and Set Next Meeting Date. (Discussion)

Funds expended were as follows: Recreation Fund $15,000.00 expended remaining balance $8,275.00, Tourism Fund remains $7,440.00, and Capital Outlay Fund remains $20,000.00.

Members of the Recreation Board discussed the next meeting date and tentatively scheduled Wednesday January 21, 2026, starting at 10:00 a.m.

Agenda Item #15 - Adjournment. (For Possible Action)

Action - Motion made by Elmer Porter, seconded by Clint Willis to adjourn the meeting. Motion carried by all voting aye.

Meeting Adjourned

EUREKA COUNTY RECREATION BOARD

_________________________________ ***Secretary***