

Department of Event Programming

Department of Event Programming of the Associated Students 93rd Session

Agenda for Monday, September 22, 2025 at 8:30 AM

In Person- Frankie Sue Del Papa President's Conference Room - 3rd Floor of the Joe Crowley Student Union

Virtual- [Teams Meeting](#) and Meeting ID: 289 703 078 510 8 Passcode: yo7oM9MT

1. CALL MEETING TO ORDER

Call Meeting to Order must be listed by Secretaries.

2. LAND ACKNOWLEDGEMENT

We acknowledge that the University of Nevada, Reno is situated on the traditional homelands of the Numu (Northern Paiute), Wašiw (Washoe), Newe (Western Shoshone), Nuwu (Southern Paiute) peoples. These lands continue to be a gathering place for Indigenous Peoples and we recognize their deep connections to these places. We extend our appreciation for the opportunity to live and learn on their territory

3. ROLL CALL

Roll Call must be listed by Secretaries.

- a. Event Programmer, Selena Albarran
- b. Event Programmer, Troy Barrera
- c. Event Programmer, Mason DaForno
- d. Event Programmer, Jennifer Gamez
- e. Event Programmer, Mitch Karadanis
- f. Event Programmer, Liberty Lockwood
- g. Event Programmer, Zion Price
- h. Assistant Director, Greydon Geil
- i. Assistant Director, Chelsea Patel
- j. Director, Rilyn Krentz

4. PUBLIC COMMENT (INFORMATION ONLY)

Items heard under public comment may be for items either on or off the agenda. Action may not be taken on items raised under public comment. The Chair may elect to take public comment on action

NOTES

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items on this agenda. The Chair may impose reasonable limits on the length members of the public may speak.

5. **ADOPTION OF MINUTES (FOR POSSIBLE ACTION)**

The following minutes have been submitted to approve:

There are no minutes to be approved at this time.

6. **REPORTS (INFORMATION ONLY)**

Officers of the Department of Event Programming may give a report if they have pertinent information. The Chair may also ask an Officer to give a report. If an Officer has no pertinent updates, they may indicate by saying “No Report.”

- k. Event Programmer, Selena Albarran
- l. Event Programmer, Troy Barrera
- m. Event Programmer, Mason DaForno
- n. Event Programmer, Jennifer Gamez
- o. Event Programmer, Mitch Karadanis
- p. Event Programmer, Liberty Lockwood
- q. Event Programmer, Zion Price
- r. Assistant Director, Greydon Geil
- s. Assistant Director, Chelsea Patel
- t. Director, Rilyn Krentz

7. **OLD BUSINESS (FOR POSSIBLE ACTION)**

The body will discuss the following budgets:

- a. Homecoming After Party
- b. S'more Love for The Pack
- c. Pack! Powder Puff
- d. Howl Fest

8. **NEW BUSINESS (FOR POSSIBLE ACTION)**

The body will discuss the following events:

A. Packsgiving

An Intern led Thanksgiving event to immerse them into the process of planning events for the student body.

B. Skate the Stress Away

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An Intern led finals week event to help immerse the Programming Interns into the process of planning events for the student body.

9. **PUBLIC COMMENT (INFORMATION ONLY)**

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10. **ADJOURNMENT**

NOTES

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ASUN DEPARTMENT OF PROGRAMMING EVENT & BUDGET PROPOSAL FORM

CONTACT INFORMATION:

Organizer(s)/Intern(s): Chelsea Patel, Rilyn Krentz, Greydon Geil

E-mail(s): directorprogramming@asun.unr.edu, adbudget@asun.unr.edu,
admarketing@asun.unr.edu

Learning Outcomes:

1. Students will participate in the traditional Homecoming Parade across campus.
2. Everyone who stays through the parade will get to enjoy food, games, music, and a speech from President Sandoval.
3. Students will be able to create long lasting memories and bring high energy into the schools Homecoming Game.

EVENT INFORMATION:

Event Name:	Homecoming Parade After Party	Date:	10/19/2025
Event Location:	KC Lawn	Time:	7-9pm
Expected Attendance:	500	Cost Per Student:	\$17.17

BUDGET INFORMATION: *Please itemize your ENTIRE event budget below:*

DESCRIPTION:	AMOUNT:	VENDOR:
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NOTES

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1. Ricks Pizza	\$200	Ricks Pizza
2. Canes 3 finger combos	\$1,000	Raising Canes
3. Security	\$800	ESI
4. UNR PD	\$800	UNR PD
5. Tacos	\$200	Lety's Taco Truck
6. Bands	TBA	TBA
7. Activities a. Mechanical Bull b. Obstacle Course c. Rock Wall	\$2,050 a. \$800 b. \$600 c. \$650	Fun Events NV
8. Stage System 12 feet x 24 feet	\$1,170	Fun Events NV
9. Stage Lighting	\$1,500	Fun Events NV
10. Water 80 pk. (10 x \$8.74)	\$87.40	Sam's Club
11. Misc. (10%)	\$780.74	

TOTAL EVENT BUDGET:	\$7,807.40	
TOTAL ASUN BUDGET:	\$8,588.14	

NOTES

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ASUN DEPARTMENT OF PROGRAMMING EVENT & BUDGET PROPOSAL FORM

CONTACT INFORMATION:

Organizer(s)/Intern(s): Mason DaForno and Selena Albarran

E-mail(s): programmeralbarran@asun.unr.edu, programmerDaForno@asun.unr.edu

Learning Outcomes:

1. Strengthen sense of belonging by engaging in a social event with other students.
2. Create a sense of tradition and pack pride through an inclusive event.
3. Unwind through a slow event after/during midterms with other students.

EVENT INFORMATION:

Event Name:	S'more Love for The Pack	Date:	October 21st, 2025
Event Location:	Joe Plaza	Time:	6:00 PM - 8:00 PM
Expected Attendance:	300	Cost Per Student:	\$9.76

BUDGET INFORMATION: *Please itemize your ENTIRE event budget below:*

DESCRIPTION:	AMOUNT:	VENDOR:
1. Fire Pits (6 x \$51.99)	\$300.12	Amazon

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2. Firewood 24ct (6 x \$19.98)	\$119.88	Home Depot
3. Lighter Fluid (2 x \$7.88)	\$15.76	Walmart
4. Graham Crackers 6 ct. Party Size (14 x \$6.94)	\$97.16	Walmart
5. Marshmallows 1.5 lb. Jumbo Bag (40 x \$2.68)	\$107.20	Walmart
6. Hershey Chocolate Bars A) Cookies n Cream 6ct (10 x \$4.97) B) Regular 6 ct. (10 x \$4.97)	\$99.40	Walmart
7. Gluten Free Graham Crackers (2 x \$4.58)	\$9.16	Walmart
8. S'more Sticks (1 x \$ 33.99)	\$33.99	Amazon
9. Waters, Great Value 40 Pack (5 x \$5.47)	\$27.35	Walmart
10. Magnets (100 x \$3)	\$300	Mag Square Memories

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11. Wolf Pack Towels (100 x \$14.99)	\$1,499	Silver and Blue Outfitters
12. Cowboy Bandanas Blue and White 48 ct (2 x \$25.99)	\$51.98	Amazon
13. MISC (10%)	\$266.10	

TOTAL EVENT BUDGET:	\$ 2,927.10	
TOTAL ASUN BUDGET:	\$ 3,202.67	

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ASUN DEPARTMENT OF PROGRAMMING EVENT & BUDGET PROPOSAL FORM

CONTACT INFORMATION:

Organizer(s)/Intern(s): Jennifer Gamez, Josh Chaney

E-mail(s): @programmergamez@asun.unr.edu @programmerchaney@asun.unr.edu

Learning Outcomes:

1. Raising awareness
2. Strength for important causes
3. Showing support for different awareness's

EVENT INFORMATION:

Event Name:	Pack! Powder Puff	Date:	10/22/25
Event Location:	The Quad	Time:	5pm-7pm
Expected Attendance:	500	Cost Per Student:	\$4.11

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BUDGET INFORMATION: *Please itemize your ENTIRE event budget below:*

DESCRIPTION:	AMOUNT:	VENDOR:
1. 50 pk Squeeze Bottles (\$18.99 x19)	\$113.94	Amazon
2. 30 lb Color Run Powder (\$189.99 x2)	\$379.98	Amazon
3. 12 pk White T-Shirts a. Small (\$35.97 x5) b. Medium (\$35.97 x6) c. Large (\$35.97 x2) d. X-Large (\$35.97 x1)	\$647.46	Amazon
4. 40 pk Water (\$3.98 x4)	\$15.92	Sam's Club
5. 28 pk Gatorade (12 fl. Oz.)(\$16.28 x4)	\$65.12	Sam's Club
6. Ice Bags (\$2.86 x4)	\$11.44	Sam's Club
7. Snacks a. 50 pk Frito-Lay Classic Mix (\$18.48 x2) b. 30 pk Frito-Lay Flamin' hot (\$18.48 x2) c. 90 pk Mott's Fruit Snacks (\$9.98 x2) d. 72 pk Fruit Roll-Ups (\$14.98 x2)	\$123.84	Sam's Club
8. Ice Cream a. Super Swirl	\$700	Super Swirl
9. Misc 10%	\$205.77	

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TOTAL EVENT BUDGET:	\$2,057.70	
TOTAL ASUN BUDGET:	\$2,263.47	

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ASUN DEPARTMENT OF PROGRAMMING EVENT & BUDGET PROPOSAL FORM

CONTACT INFORMATION:

Organizer(s)/Intern(s): Troy Barrera and Zion Price

E-mail(s): programmerbarrera@asun.unr.edu and programmerprice@asun.unr.edu

Learning Outcomes:

1. Students will connect with peers through shared activities.
2. Students will engage in creative crafts in a social setting.
3. Students will experience and enjoy food from local Reno vendors.

EVENT INFORMATION:

Event Name:	Howl Fest	Date:	October 23 rd , 2025
Event Location:	KC Lawn	Time:	5:00-7:30pm
Expected Attendance:	550	Cost Per Student:	\$7.49

BUDGET INFORMATION: *Please itemize your ENTIRE event budget below:*

DESCRIPTION:	AMOUNT:	VENDOR:
1. Rick's Pizza	\$1084.62	Rick's Pizza

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a. 19 16in Pepperoni b. 19 16in Cheese c. Tip (15%)		
2. Doughboys Donuts a) 25 Dozen Donuts b) Tip (15%)	\$544.81	Doughboys Donuts
3. Corndogs (100ct) 15% Tip	\$805	Doggy Style Corndogs
3.Candy a) Candy Bag (\$15.98 x 2) b) Chocolate (\$21.98 x 2)	\$75.92	Sam's Club
4.Refreshments a) Water (\$3.98x10) b) Juice Boxes (\$11.98x6) c) Chips (\$18.48x3)	\$167.12	Sam's Club
5.Craft Supplies a) Mini Pumpkins (\$2.62 x 50) b) Paints (\$6.47 x 4)	\$156.88	Walmart
6. Cotton Candy Floss Sugar 2 Pack Strawberry and Blue Raspberry	\$43.99	Amazon

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7. Orville 8lb Popcorn Kernels \$13.28 x 4	\$53.12	Amazon
8. Kernel Season's Popcorn Seasoning 8 Count	\$23.99	Amazon
9. Parking Spots (35 spots)	\$315	Parking Services
9. UNR PD \$44.50/hr/CSO x 2	\$311.50	UNR PD
7. MISC (15%)	\$537.29	

TOTAL EVENT BUDGET:	\$3,581.95
TOTAL ASUN BUDGET:	\$4,119.24

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ASUN DEPARTMENT OF PROGRAMMING EVENT & BUDGET PROPOSAL FORM

CONTACT INFORMATION:

Organizer(s)/Intern(s): Chelsea Patel, Aidan Espinoza, Elyse Andre, Kloe Sorge, Miles Lanuza, Viviana Morias

E-mail(s): admarketing@asun.unr.edu

Learning Outcomes:

1. Students will be able to come together and enjoy a thanksgiving-themed event
2. Fun games, tasty treats, and desserts will be provided to help those who are not able to go home for Thanksgiving, giving a sense of home, here at the University.
3. Providing a safe space for students to come wind down and enjoy their night.

EVENT INFORMATION:

Event Name:	Packsgiving	Date:	11/19/2025
Event Location:	JCSU Ballroom	Time:	5pm-7pm
Expected Attendance:	150	Cost Per Student:	\$2.88

BUDGET INFORMATION: *Please itemize your ENTIRE event budget below:*

DESCRIPTION:	AMOUNT:	VENDOR:
1. 12inch Pumpkin Pie x15 (\$5.98)	\$89.70	Sam's Club

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2. Popcorn x15 (\$5.37)	\$80.55	Walmart
3. Bottled water x2 (\$8.98)	\$17.98	Sam's Club
4. Snickerdoodle Stroopwafle x12 (\$12.99)	\$155.88	Walmart
5. Vanilla Syrup x2 (\$5.14)	\$10.28	Walmart
6. Salted Caramel Syrup x2 (\$5.14)	\$10.28	Walmart
7. French Vanilla Coffee Creamer (\$12.62)	\$12.62	Sam's Club
8. A&W Root beer (\$15.98)	\$15.98	Sam's Club
9. Misc (10%)	\$39.32	

TOTAL EVENT BUDGET:	\$393.27	
TOTAL ASUN BUDGET:	\$432.59	

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