

# Department of Event Programming

Department of Event Programming of the Associated Students 93<sup>rd</sup> Session

Agenda for Monday, October 13, 2025 at 8:30 am

In Person- Frankie Sue Del Papa President's Conference Room (JCSU Room 332) - 3<sup>rd</sup> Floor of the  
Joe Crowley Student Union

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

## 1. CALL MEETING TO ORDER

Call Meeting to Order must be listed by Secretaries.

## 2. COMPLIANCE WITH NEVADA OPEN MEETING LAW

- a. Was the agenda posted three full working days by 9 am, not including the meeting date?
- b. Is the meeting taking place on the day of the week, month, day, year at the time and location listed on the agenda?
- c. Is the Zoom link working and available to the public?
- d. If the answer to any of these questions is no, this meeting must be ENDED IMMEDIATELY unless NOML covers a legitimate correction.

## 3. 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

## 4. 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

## NOTES

*Posted at the ASUN Offices in the Joe Crowley Student Union (JCSU), Frandsen Humanities Building, the Pennington Student Achievement Center (PSAC), the Mathewson IGT Knowledge Center (KC), and online at [www.nevadaasun.com](http://www.nevadaasun.com).*

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- f. Event Programmer, Liberty Lockwood
- g. Event Programmer, Zion Price
- h. Event Programmer, **VACANT**
- i. Assistant Director, Greydon Geil
- j. Assistant Director, Chelsea Patel
- k. Director, Rilyn Krentz

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

## 6. **ADOPTION OF MINUTES (FOR POSSIBLE ACTION)**

The following minutes are to be approved:

- a. 10-06-25

## 7. **AUDIO MINUTES MISSING FOR PREVIOUS MEETINGS OF THIS BODY THAT DO NOT MEET 30 DAY POSTING OF NEVADA OPEN MEETING LAW FOR CORRECTIVE ACTION**

There are no audio minutes listed for corrective action at this time.

## 8. **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."

- l. Event Programmer, Selena Albarran
- m. Event Programmer, Troy Barrera
- n. Event Programmer, Mason DaForno
- o. Event Programmer, Jennifer Gamez
- p. Event Programmer, Mitch Karadanis
- q. Event Programmer, Liberty Lockwood

## **NOTES**

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- r. Event Programmer, Zion Price
- s. Assistant Director, Greydon Geil
- t. Assistant Director, Chelsea Patel
- u. Director, Rilyn Krentz

## 9. **OLD BUSINESS (FOR POSSIBLE ACTION)**

The body will discuss the following budgets:

- a. Farmer's Market
- b. Howl Fest
- c. Homecoming After Party
- d. Packsgiving (Thanksgiving Intern Event)
- e. PACK the KC (Finals Week Intern Event)

## 10. **NEW BUSINESS (FOR POSSIBLE ACTION OR POSSIBLE CORRECTIVE ACTION)**

There is no new business to be discussed at this time.

## 11. **PUBLIC COMMENT (INFORMATION ONLY)**

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## 12. **ADJOURNMENT**

### **NOTES**

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# ASUN DEPARTMENT OF PROGRAMMING EVENT & BUDGET PROPOSAL FORM

## CONTACT INFORMATION:

Organizer(s)/Intern(s): LibertyLockwood, Mitchell Karadanis, antonio Munoz, Kole sorge

E-mail(s): [programmerLockwood@asun.unr.edu](mailto:programmerLockwood@asun.unr.edu), [programmerKaradanis@asun.unr.edu](mailto:programmerKaradanis@asun.unr.edu),  
[antoniomunoz@unr.edu](mailto:antoniomunoz@unr.edu), [ksorge@unr.edu](mailto:ksorge@unr.edu)

## Learning Outcomes:

1. Prove understanding of how farmers markets contribute to sustainable agriculture.
2. Reflect on how farmers markets strengthen community connection
3. Plan a balanced meal using ingredients available at a farmers' market.

## EVENT INFORMATION:

<b>Event Name:</b>	<b>Farmers Market</b>	<b>Date:</b>	<b>10/20/25</b>
<b>Event Location:</b>	<b>Gateway Plaza</b>	<b>Time:</b>	<b>11am-1pm</b>
<b>Expected Attendance:</b>	<b>250</b>	<b>Cost Per Student:</b>	<b>\$6.92</b>

## **NOTES**

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

DESCRIPTION:	AMOUNT:	VENDOR:
1. <a href="#">Bananas</a> \$1.47 x 20	\$29.40	Sam's club
2. <a href="#">Apple</a> \$5.78 x 15	\$86.70	Sam's club
3. <a href="#">Single Roma tomatoes</a> 0.32 x 50	\$16.00	Walmart
4. <a href="#">Raspberries</a> \$3.47 x 30	\$104.10	Walmart
5. <a href="#">Baby carrots</a> \$3.96 x 30	\$118.8	Sam's club
6. <a href="#">Cucumbers</a> \$0.67 x 50	\$33.50	Walmart
7. <a href="#">Mini sweet peppers</a> \$5.32 x30	\$159.60	Sam's club
8. <a href="#">Peaches</a> \$0.82 x 60	\$49.20	Walmart
9. <a href="#">avocado</a> \$0.96 x 50	\$48.50	Walmart
10. <a href="#">Personal watermelon</a> \$3.97 x 40	\$158.80	Walmart
11. <a href="#">Oranges</a> \$7.97 x 20	\$159.40	Walmart
12. <a href="#">Kiwi</a> \$2.84 x 30	\$85.20	Walmart
13. Baskets	\$125	Dollar tree
14. <a href="#">Pumpkin</a> \$2.62x 20	\$52.40	Walmart
15. <a href="#">Cantaloupe</a> \$2.94 x 25	\$73.50	Sam's club
16. <a href="#">Sweet potatoes</a> \$1.86 x 25	\$46.5	Walmart
17. <a href="#">Disposable Food gloves</a> \$1.64 x 5	\$8.20	Walmart

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18. Muffins \$6.62 A. <a href="#">Chocolate Muffins</a> x 5 B. <a href="#">Blueberry muffins</a> x 5 C. <a href="#">Banana nut muffins</a> x5 D. <a href="#">Cinnamon crunch muffins</a> x 3	\$119.16	Sam's club
19. <a href="#">Yoplait yogurt 18 ct</a> \$7.98 x 10	\$79.80	Sam's club
20. <a href="#">40pk Water</a> \$3.98 x 5	\$19.90	Sam's club
21. Misc (10%)	\$157.37	

<b>TOTAL EVENT BUDGET:</b>	<b>\$1,573.66</b>	
<b>TOTAL ASUN BUDGET:</b>	<b>\$ 1731.03</b>	

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# ASUN DEPARTMENT OF PROGRAMMING EVENT & BUDGET PROPOSAL FORM

## CONTACT INFORMATION:

Organizer(s)/Intern(s): Troy Barrera and Zion Price; Grace Rockwell and Delaney Nash

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

<b>Event Name:</b>	Howl Fest	<b>Date:</b>	October 23 <sup>rd</sup> , 2025
<b>Event Location:</b>	KC Lawn	<b>Time:</b>	5:00-7:30pm
<b>Expected Attendance:</b>	550	<b>Cost Per Student:</b>	\$12.65

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

DESCRIPTION:	AMOUNT:	VENDOR:
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## NOTES

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1. Rick's Pizza a. 19 16in Pepperoni b. 19 16in Cheese c. Tip (15%)	\$1084.62	Rick's Pizza
2. Doughboys Donuts a) 25 Dozen Donuts b) Tip (15%)	\$544.81	Doughboys Donuts
3. Corndogs (100ct) 15% Tip	\$805	Doggy Style Corndogs
4.Candy a) <a href="#">Candy Bag</a> (\$15.98 x 2) b) <a href="#">Chocolate</a> (\$21.98 x 2)	\$75.92	Sam's Club
5.Refreshments a) <a href="#">Water</a> (\$3.98x10) b) Juice Boxes (\$11.98x6) c) Chips (\$18.48x3)	\$167.12	Sam's Club
6.Craft Supplies a) Mini Pumpkins (\$2.62 x 50) b) <a href="#">Paints</a> (\$6.47 x 4)	\$156.88	Walmart
7. Cotton Candy Floss Sugar <a href="#">2 Pack Strawberry and Blue Raspberry</a>	\$43.99	Amazon

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8. <a href="#">Orville 8lb Popcorn Kernels</a> \$13.28 x 4	\$53.12	Amazon
9. <a href="#">Kernel Season's Popcorn Seasoning 8 Count</a>	\$23.99	Amazon
10. <a href="#">Popcorn Machine</a>	\$82.99	Amazon
11. UNR PD \$44.50/hr/CSO x 2	\$311.50	UNR PD
12. PyroGuys Fireworks	\$2,622	PyroGuys Inc.
13. Parking Spots	\$357	Parking Services
14. MISC (10%)	\$632.81	

<b>TOTAL EVENT BUDGET:</b>	<b>\$6,328.94</b>
<b>TOTAL ASUN BUDGET:</b>	<b>\$6,961.83</b>

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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](mailto:directorprogramming@asun.unr.edu), [adbudget@asun.unr.edu](mailto:adbudget@asun.unr.edu),  
[admarketing@asun.unr.edu](mailto: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:

<b>Event Name:</b>	<b>Homecoming Parade After Party</b>	<b>Date:</b>	<b>10/19/2025</b>
<b>Event Location:</b>	<b>KC Lawn</b>	<b>Time:</b>	<b>6-9pm</b>
<b>Expected Attendance:</b>	<b>2,000</b>	<b>Cost Per Student:</b>	<b>\$5.82</b>

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

DESCRIPTION:	AMOUNT:	VENDOR:
1. Ricks Pizza	\$500	Ricks Pizza
2. Canes 3 finger combos	\$1,000	Raising Canes
3. Security	\$2,181.63	ESI
4. UNR PD	\$800	UNR PD
5. REMSA	\$800	REMSA
6. Tacos	\$500	Lety's Taco Truck
7. Bands	TBA	TBA
8. Activities a. Mechanical Bull b. Obstacle Course c. Rock Wall	\$2,050  a. \$800 b. \$600 c. \$650	Fun Events NV
9. Stage System 12 feet x 24 feet	\$1,170	Fun Events NV
10. Stage Lighting	\$1,500	Fun Events NV
11. Water 80 pk. (10 x \$8.74)	\$87.40	Sam's Club

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12. Misc. (10%)	\$1,058.90	
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<b>TOTAL EVENT BUDGET:</b>	<b>\$10,589.03</b>	
<b>TOTAL ASUN BUDGET:</b>	<b>\$11,647.93</b>	

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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):

Learning Outcomes:

1. Students will be able to come together and enjoy a thanksgiving-themed event.
2. Students will be able to take part in fun games and create friendships with fellow students.
3. Students will be able to feel a sense of belonging during the holiday season.

### **EVENT INFORMATION:**

<b>Event Name:</b>	<b>Packsgiving</b>	<b>Date:</b>	<b>11/19/2025</b>
<b>Event Location:</b>	<b>JCSU Ballroom</b>	<b>Time:</b>	<b>5pm-7pm</b>
<b>Expected Attendance:</b>	<b>150</b>	<b>Cost Per Student:</b>	<b>\$3.31</b>

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

<b>DESCRIPTION:</b>	<b>AMOUNT:</b>	<b>VENDOR:</b>
1. <u>Pumpkin Pie x15 (\$5.98)</u>	\$89.70	Sam's Club

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2. <u>Popcorn x15 (\$5.37)</u>	\$80.55	Walmart
3. <u>Bottled water x4 (\$8.98)</u>	\$35.92	Sam's Club
5. <u>Vanilla Syrup x2 (\$5.14)</u>	\$10.28	Walmart
6. <u>Salted Caramel Syrup x2 (\$5.14)</u>	\$10.28	Walmart
7. <u>French Vanilla Coffee Creamer (\$12.62)</u>	\$12.62	Sam's Club
8. <u>Pepsi x4 (\$17.98)</u>	\$71.92	Sam's Club
9. 20 Pizzas 10 pepperonis 10 cheese	\$139.80	Little Caesar's
10. Misc (10%)	\$45.11	

<b>TOTAL EVENT BUDGET:</b>	<b>\$451.07</b>	
<b>TOTAL ASUN BUDGET:</b>	<b>\$496.18</b>	

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## ASUN DEPARTMENT OF PROGRAMMING EVENT & BUDGET PROPOSAL FORM

### **CONTACT INFORMATION:**

Organizer(s)/Intern(s): Chelsea Patel, Antonio Munoz, Delaney Nash, Grace Rockwell, Sarah Klein, and Jacqueline Vilchiz

E-mail(s):

Learning Outcomes:

1. Students will have the opportunity to fuel their brain with yummy snacks while they study.
2. Students will be able to come together and pack the KC as finals approach.
3. Students will be able to identify their weaknesses and study for those areas.

### **EVENT INFORMATION:**

<b>Event Name:</b>	<b>Pack the KC</b>	<b>Date:</b>	<b>12/9/2025</b>
<b>Event Location:</b>	<b>Mathewson-IGT Knowledge Center (KC Rotunda)</b>	<b>Time:</b>	<b>5-7 pm</b>
<b>Expected Attendance:</b>	<b>150</b>	<b>Cost Per Student:</b>	<b>\$3.9</b>

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

<b>DESCRIPTION:</b>	<b>AMOUNT:</b>	<b>VENDOR:</b>
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### **NOTES**

*Posted at the ASUN Offices in the Joe Crowley Student Union (JCSU), Frandsen Humanities Building, the Pennington Student Achievement Center (PSAC), the Mathewson IGT Knowledge Center (KC), and online at [www.nevadaasun.com](http://www.nevadaasun.com).*

*ASUN supports providing equal access to all programs for people with disabilities. Reasonable efforts will be made to assist and accommodate persons with physical disabilities who wish to attend the meeting.*

*Please call ASUN at (775) 784-6589 in advance so that arrangements can be made conveniently. If you would like a copy of any of the agenda items listed, please contact Director Krentz at [directorofprogramming@asun.unr.edu](mailto:directorofprogramming@asun.unr.edu)*

*Agenda items may be considered out of order at the discretion of the Chair. The committee may combine two or more agenda items for consideration. The Committee may remove an item from the agenda or delay discussion of an item at any time.*



1.Hot Cocoa (Marshmallow)x3	\$26.91	<a href="#">Walmart</a>
2.Hot Cocoa (Milk Chocolate) x3	\$26.91	<a href="#">Walmart</a>
3.Water Bottle Case 40 Count x5	\$27.35	<a href="#">Walmart</a>
4.Granola Bars 36 Count x2	\$16.54	<a href="#">Walmart</a>
5.Chocolate Chip Muffins 12 Count x14	\$66.36	<a href="#">Walmart</a>
6.Goldfish (Cheddar) 12 Count x2	\$13.54	<a href="#">Walmart</a>
7. Goldfish (Colors) 12 Count	\$6.77	<a href="#">Walmart</a>
8. Pizza x40 Cheese x20 Pepperoni x20	\$279.60	Little Cesar's
9. Hot Beverage Dispenser x2	\$118.9	<a href="#">Amazon</a>
10. Misc (10%)	\$58.288	

<b>TOTAL EVENT BUDGET:</b>	<b>\$582.88</b>	
<b>TOTAL ASUN BUDGET:</b>	<b>\$641.168</b>	

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