



# Clallam County Fairgrounds Parks, Fair & Facilities Department

1608 W. 16<sup>th</sup> Street  
Port Angeles, WA 98363

## CLALLAM COUNTY FAIR ADVISORY BOARD Minutes of April 3, 2024 Regular Meeting – In Person and Via Zoom

| Name              | J | F | M | A | M | J | J | A | S | O | N | D | Position                         |
|-------------------|---|---|---|---|---|---|---|---|---|---|---|---|----------------------------------|
| Bekkevar, Megan   | X | X | X | X |   |   |   |   |   |   |   |   | Secretary, At-Large              |
| Mowbray, Julie    | X | X | - | X |   |   |   |   |   |   |   |   | Large Animals and FFA            |
| Beckstrom, Teresa | X | X | - | X |   |   |   |   |   |   |   |   | Agriculture At-Large             |
| Kelly, Cindy      | X | X | X | X |   |   |   |   |   |   |   |   | Grange                           |
| Cristion, Cara    | X | X | X | X |   |   |   |   |   |   |   |   | Horse Groups                     |
| Sirguy, Katie     | - | - | - | X |   |   |   |   |   |   |   |   | At-Large                         |
| Mady, Mindy       | - | - | - | - |   |   |   |   |   |   |   |   | Home Arts/Hobbies & Crafts       |
| Johnson, Carol    | X | - | X | X |   |   |   |   |   |   |   |   | Port Angeles Chamber             |
| Borte, Josh       | X | X | X | X |   |   |   |   |   |   |   |   | President, City of Port Angeles  |
| Cozzolino, Tina   | X | - | - | X |   |   |   |   |   |   |   |   | Garden Clubs                     |
| West, Tara        | X | X | X | - |   |   |   |   |   |   |   |   | Small Animals                    |
| Vacant            | X | X | X | - |   |   |   |   |   |   |   |   | Sequim/Dungeness                 |
| Greer, Melanie    | X | - | X | X |   |   |   |   |   |   |   |   | Vice President, Arts/Photography |
| Wilson, LaDona    | X | X | X | X |   |   |   |   |   |   |   |   | 4-H Homemakers                   |
| Winn, George      | X | X | X | X |   |   |   |   |   |   |   |   | West End                         |

|                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|-------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Guests Present</b>                                 | Laurie Davies, Sylvia Strohm, Joe Marceau                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>Staff Present</b>                                  | Shari Ioffrida, Don Crawford, Mark Doten                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>Call to Order</b>                                  | The meeting was called to order at 6:00 p.m. by Josh Borte.                                                                                                                                                                                                                                                                                                                                                                          |
| <b>Quorum</b>                                         | Yes.                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>Request for Modification / Approval of Minutes</b> | George Winn moved to accept the minutes as presented. Melanie Greer seconded. Unanimously approved in vote.                                                                                                                                                                                                                                                                                                                          |
| <b>Public Comment on Agenda Items</b>                 | None.                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>Committee Reports</b>                              | <ol style="list-style-type: none"> <li><b>Advertising:</b> Meeting Tuesday, April 9. Shari met with Sound Publishing about the Visitors Ad on their website &amp; the Exhibitor Guide.</li> <li><b>Information Booth:</b> No Report.</li> <li><b>Pacific Northwest Junior Livestock Auction:</b> Teresa Beckstrom spoke we had steer weight in, our numbers are close to pre-covid, and we have the auctioneer locked in.</li> </ol> |

|                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|----------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                  | <ol style="list-style-type: none"> <li>4. <b><u>4-H / WSU Extension:</u></b> Melanie Greer spoke that WSU came out with a new Swine Market Health Record that has the information for the RFID Tags. Avian Influenza has been found in cattle and people. It has not caused death in cattle, it has mostly slowed down their milk production. We need to make sure we have good bio security at the Fair for the poultry barn. There are 133 enrolled 4-H Members so far, but they have until May 1 to enroll. The 4-H Fundraiser Breakfast was successful, there were 88 paying customers. It was very well received. There was a lot of participation from 4-H members and parents.</li> <li>5. <b><u>Royalty:</u></b> Laurie Davies spoke on Sunday before Easter, the Royalty participated in the Eagles Easter Egg Hunt. They are working on the float for the Sequim Irrigation Festival parade.</li> <li>6. <b><u>Olympic Peninsula Rodeo Association:</u></b> George Winn said everything is good with the Rodeo. He asked if we needed a written agreement with the City of Port Angeles to expand the rodeo grounds. Don said it is not necessary, but George is insistent we need something because of how our current lease is written.</li> </ol> |
| <b>Special Committee Reports</b> | None.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>Unfinished Business</b>       | <p>George Winn inquired about the status of the Art Barn new roof since it has been empty and not filled with boat storage this season, finishing up the First Aid/Mothers' Lounge Building, and the Dog Barn safety upgrades.</p> <ol style="list-style-type: none"> <li>1. <b><u>Fine Arts Building:</u></b> The bid opening goes live next week for the new roof per Don Crawford.</li> <li>2. <b><u>First Aid Station &amp; Mothers Unit:</u></b> Will be done by Fair per Don Crawford.</li> <li>3. <b><u>Dog Barn Grant:</u></b> Don Crawford said we just got back the okay from the Civil Prosecutor and we should have a better update by the next meeting regarding the Dog Barn.</li> <li>4. <b><u>Information Booth, Sylvia's Letter:</u></b> Cindy Kelly wanted to make sure that everyone realizes the significance of what Sylvia said at the last meeting. Shari said we must follow the County's money handling policy. Sylvia said she will continue to do the information booth if she can take sales like she always has and ring in all the sales at the end of the day. Shari will look into it and send Sylvia the County's and Fairgrounds money handling policy.</li> </ol>                                                           |
| <b>New Business</b>              | None.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |

|                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|-----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Staff Reports</b></p> | <p><b><u>Manager's Report:</u></b></p> <p><b><u>WSDA Fair Fund:</u></b> We should hear any time now about the WSDA Fair Fund.</p> <p><b><u>KONP Home Show:</u></b> Shari noted that this will be discussed under "Other Items."</p> <p><b><u>Upcoming Events:</u></b> Upcoming is a NPBA Surplus Sale, 5 Acre School, PUD meeting.</p> <p><b><u>Director's Report:</u></b> Don is working with Shari &amp; Branden Sirguy on getting the logging show ready for this year. He submitted a grant for the update of the Rodeo Area and we should find out, in the next several months, if we made the initial cut to submit the actual grant proposal. He is working with some local equestrian groups for kids day activities. He is also working on lighting for the rodeo arena/chutes.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <p><b>Other Items</b></p>   | <ol style="list-style-type: none"> <li>1. <b><u>Fairgrounds Internet Service/WiFi:</u></b> Mark Doten, I.T. Director, is trying to work with Olypen to update the WiFi signal at the fairgrounds and buildings for certain events and Fair vendors. They are also trying to do this without incurring a monthly fee. I.T.is also working on different options for WiFi extensions that will reach the ticket booths using the \$50,000 the fairgrounds has budgeted. Mark indicated that he is happy to return at the next Fair Board meeting to give an update.</li> <li>2. <b><u>Forks Chamber of Commerce Meeting:</u></b> A group of people (Carol, Shari, Cindy, Laurie, George &amp; Dan) went &amp; spoke at the Forks Chamber meeting in March. They thought overall it was pleasantly received by the group and there were lots of questions and interest.</li> <li>3. <b><u>Coca Cola Contract:</u></b> Don is currently talking to several companies about what is going on. The current contract runs through 2027. He would like to table any discussion until next meeting. Cindy Kelly would like it known that several of the vendors that sell drinks are very much against this contract which required them to purchase their drink products through the current drink contractor. Since they are required to give 18% of their gross sales to the County, while the County is dictating who they buy their product from.</li> <li>4. <b><u>WSFA Super School Report:</u></b> Laurie Davies and Cindy Kelly attended. It is like a mini convention with a lot of very beneficial information for those that cannot attend the regular WSFA fair convention. It is highly encouraged to attend in the future if you can.</li> <li>5. <b><u>KONP Home Show Wrap Up:</u></b> Shari thanked Laurie for sitting with her both days to help and answer questions people have. They gave out 14 vendor applications, 250 save the date cards and lots of sponsorship inquiries. There were many 4-H inquiries and people asking about exhibiting during the Fair.</li> </ol> |

|                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|--------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                            | <p>6. <b><u>WSDA Fair Commissioner's Report:</u></b> Laurie Davies spoke on the importance of the Agriculture display at the Fair. It will be heavily evaluated when the Fair is judged and the importance of such cannot be overlooked. She also spoke on how it has been emphasized of the Suspicious Activity Reporting at events in any capacity.</p> <p>7. <b><u>Beer Garden:</u></b> A contract has been signed this year with Juan De Fuca Foundation of the Arts for the beer garden like last year. It was not brought to the Fair Board for a vote, it was just signed, which is the normal procedure for contracts. However, it was discussed at the September 2023 Fair Advisory Board meeting how well it went at the 2023 Fair. This year, the non-profit Olympic Peninsula Rodeo Association wanted to be considered to run the beer garden so that more funds could be put back into the rodeo and fairgrounds. Don has already spoken with the festival about the signed 2024 contract, and they are in agreement that the contract can be torn up if that is not what the board agrees. Laurie reminded that JFFA was treated like a vendor. That is part of the reason why a contract was signed. Joe Marceau spoke that there should be a fair shot at that contract between groups each year. Josh Borte asked to table this discussion until next meeting.</p> |
| <b>Public Comments on Non-Agenda Items</b> | None.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>Adjournment</b>                         | George Winn moved that the meeting be adjourned. Seconded by LaDona Wilson. Vote was unanimous. Meeting adjourned at 7:28 pm.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |

Respectfully submitted,

Megan Bekkevar  
Secretary