



Clallam County Fairgrounds Parks, Fair & Facilities Department

1608 W. 16th Street
Port Angeles, WA 98363

CLALLAM COUNTY FAIR ADVISORY BOARD Minutes of July 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	X	X	X						Secretary, At-Large
Mowbray, Julie	X	X	-	X	X	X	X						Large Animals and FFA
Beckstrom, Teresa	X	X	-	X	X	X	X						Agriculture At-Large
Kelly, Cindy	X	X	X	X	X	X	X						Grange
Cristion, Cara	X	X	X	X	X	X	X						Horse Groups
Sirguy, Katie	-	-	-	X	X	X	X						At-Large
Mady, Mindy	-	-	-	-	-	X	X						Home Arts/Hobbies & Crafts
Johnson, Carol	X	-	X	X	X	X	X						Port Angeles Chamber
Borte, Josh	X	X	X	X	X	X	-						President, City of Port Angeles
Cozzolino, Tina	X	-	-	X	X	X	X						Garden Clubs
West, Tara	X	X	X	-	X	-	X						Small Animals
Vacant	-	-	-	-	-	-	-						Sequim/Dungeness
Greer, Melanie	X	-	X	X	X	X	X						Vice President, Arts/Photography
Wilson, LaDona	X	X	X	X	X	-	X						4-H Homemakers
Winn, George	X	X	X	X	X	X	X						West End

Guests Present	Sylvia Strohm
Staff Present	Don Crawford, Angie Bronson
Call to Order	The meeting was called to order at 6:03 p.m. by Melanie Greer.
Quorum	Yes.
Request for Modification / Approval of Minutes	Cara Cristion moved to accept the minutes as presented. George Winn seconded. Unanimously approved in vote.
Public Comment on Agenda Items	None.
Committee Reports	Advertising: Melanie Greer said that the Exhibitor Guide notice went out in ValPak in June, everyone should have seen it already. For everyone that was outside of the ValPak area Shari sent a letter to every exhibitor letting them know that it will be online only. Megan Bekkevar told everyone that there is lots of social media posts going out for Sponsorships and Entertainment, if anyone would like anything else to go up there, please send it to Megan.

	2. <u>Camping and Parking:</u> LaDona Wilson said everything is turned in and waiting for the link to go live online. We do not have a date yet for when that will be. 3. <u>Information Booth:</u> None. 4. <u>Hospitality House:</u> None. 5. <u>Pacific Northwest Junior Livestock Auction:</u> Cara Cristion said all entry forms are in. 6. <u>4-H / WSU Extension:</u> Melanie Greer said that the RFID tag reader is in, so that will help vet check go faster for those animals. They are currently going through the applications for the Livestock Specialist position. 7. <u>Royalty:</u> The Fair Royalty will be attending the Forks 4th of July parade and Port Angeles 4th of July parade. For the month of August, they will be attending Joyce Daze parade on August 3. They will be at KONP radio station week of Fair for our traditional radio interview. We are also preparing for the Fair. 8. <u>Olympic Peninsula Rodeo Association:</u> George Winn said they are gaining on the grounds work that needed to be done and some new materials are scheduled to come in around July 8. There will be huge progress made after that time.
Special Committee Reports	1. <u>Managing Vendors Committee:</u> Mindy Mady offered to be chair of the committee to deal with any issues that arise with the vendors. Cindy Kelly, Tara West, Katie Sirguy, Julie Mowbray and Teresa Beckstrom all volunteered to be committee members.
Unfinished Business	None.
New Business	1. <u>Fair Board By-Laws:</u> Julie Mowbray spoke that they spent many hours going over the current By-Laws that are from 2009. There are several proposals to add or take away from the By-Laws. There are a lot of changes that need to make in terms of punctuation, grammer and clarity. They created a second document about the policy and guidelines explaining why we do what we do. Cindy Kelly said that a lot of the information in the Policy & Guidelines come from the County Board Policies that we have to follow based on what the Commissioners have already passed. If there are any changes that need to be made, they need to be sent to Julie as soon as possible so these can be brought before the board and voted on at the next meeting and go through the proper channels, hopefully, by the end of the year. 2. <u>August 7, 2024 Fair Board Meeting:</u> Tara West made a motion that we move the August Fair Board meeting to July 31 instead of August 7. George Winn seconded. Unanimous approved.
Staff Reports	1. <u>Manager's Report:</u> None – Shari unavailable.

	2. <u>Director's Report:</u> Don Crawford listed the upcoming events happening at the Fairgrounds.
Other Items	1. <u>Dog Barn Grant Progress:</u> Don Crawford said the electrical and eventual action are done and the roof and exterior work is in progress and the first report was made to the WSDA. 2. <u>Art Barn Roof Progress:</u> Don said the roof is in the process of being replaced at this moment. 3. <u>First Aid Station/Mothers Room Progress:</u> Don said this is complete with the exception of hanging more signs around the grounds to point people to that area. 4. <u>Clallam County Parks Survey & Fair Comments:</u> Cindy Kelly suggests that everyone go look at the comments on the parks website about the survey that was filled out by the public. There are comments about the Fair. 5. <u>PNWJLA, 4-H and Fair All Have Separate Entry Rules and Requirements:</u> Melanie Greer spoke that there are some people who have been confused on the three separate organizations and the different rules and requirements that they each have. She just wanted to reiterate that point for people. 6. <u>Garden Club Convention:</u> Tina Cozzolino attended the Garden Club convention. There were about 30 clubs from all over the state. There were several workshops that were available for people to attend. Tina was asked to represent the Olympic Peninsula at that convention. She will be taking one more symposium and will be a Master Judge with national accreditation for the garden clubs. 7. <u>Family Farm of the Year:</u> Lazy J Tree Farm – Steve Johnson. 8. <u>Fair Board Members T-Shirts:</u> It is up in the air if Fair Board members will still get the free T-Shirt that they have received every year until now.
Public Comments on Non-Agenda Items	1. <u>Information Booth Register Training:</u> Sylvia Strohm would like clarification on when the register training will be. Angie Bronson said it will be the end of July, she will get ahold of her, and they will set a date.
Adjournment	George Winn moved that the meeting be adjourned. Seconded by Cindy Kelly. Vote was unanimous. Meeting adjourned at 7:27 pm.

Respectfully submitted,

Megan Bekkevar
Secretary