



Clallam County Fairgrounds

Parks, Fair and Facilities Department

1608 W. 16th Street
Port Angeles, WA 98363

CLALLAM COUNTY FAIR ADVISORY BOARD

Minutes of July 31, 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	X					Secretary, At-Large
Mowbray, Julie	X	X	-	X	X	X	X	X					Large Animals and FFA
Beckstrom, Teresa	X	X	-	X	X	X	X	X					Agriculture At-Large
Kelly, Cindy	X	X	X	X	X	X	X	X					Grange
Cristion, Cara	X	X	X	X	X	X	X	X					Horse Groups
Sirguy, Katie	-	-	-	X	X	X	X	X					At-Large
Mady, Mindy	-	-	-	-	-	X	X	X					Home Arts/Hobbies and Crafts
Johnson, Carol	X	-	X	X	X	X	X	X					Port Angeles Chamber
Borte, Josh	X	X	X	X	X	X	-	X					President, City of Port Angeles
Cozzolino, Tina	X	-	-	X	X	X	X	X					Garden Clubs
West, Tara	X	X	X	-	X	-	X	X					Small Animals
Paulson, Christine	-	-	-	-	-	-	-	X					Sequim/Dungeness
Greer, Melanie	X	-	X	X	X	X	X	X					Vice President, Arts/Photography
Wilson, LaDona	X	X	X	X	X	-	X	X					4-H Homemakers
Winn, George	X	X	X	X	X	X	X	X					West End

Guests Present	Sylvia Strohm, Joe Marceau
Staff Present	Don Crawford, Angie Bronson, Ashton Reynolds
Call to Order	The meeting was called to order at 6:04 p.m. by Josh Borte.
Quorum	Yes.
Request for Modification / Approval of Minutes	George Winn moved to accept the minutes as presented. LaDona Wilson seconded. Unanimously approved in vote.
Public Comment on Agenda Items	None.
Committee Reports	Advertising: Shari Ioffrida said that there are 3 full page color ads, plus a smaller one for Cap'n Arrr, going in the Sequim Gazette and Peninsula Daily News about the Fair. The Official Fair Program (aka tab insert) will be going out August 7 in the Gazette and August 10 in the PDN. She is also working with Radio Pacific for Radio ads before and after Fair. Camping and Parking: Carol said all the inside camping spots were mailed on Monday (7.29.24). The packet for the outside campsites will go out tomorrow (8.1.24). There are still some

	outside spots available as well as car parking in the outside camp area that are available for purchase at the Fair office. 3. <u>Information Booth:</u> Sylvia Strohm met with Angie Bronson and learned how to use the register. She needs to know who is getting the wheelchairs. They will be available at the Fair office. Megan requested that the signs be refreshed to be more noticeable before Fair. The kids day bags need to be put in the booth and Sylvia will start setting up on the 12th. 4. <u>Hospitality House:</u> Shari Ioffrida said that Laurie Davies has everything worked out for the Hospitality House. She said we are getting a larger cooler from Peninsula Bottling to hold more beverages. 5. <u>Pacific Northwest Junior Livestock Auction:</u> Teresa Beckstrom said they are dealing with little problems, but they are ready for the livestock auction. 6. <u>4-H / WSU Extension:</u> Melanie Greer said they just got done with the PT testing for poultry with Dr. Board on 7.31.24. There were 67 birds that got tested. This does not include ducks and a large amount of the auction turkeys that are too young to be tested. By donations, they were able to get the testing fee down to \$8 per bird. Tomorrow (8.1.24) is record book day so they will be very busy getting everything done before Fair. They have been unsuccessful so far in hiring for the Livestock Specialist position. They are looking at the possibility of reworking the job description to make it make more sense for the actual job. 7. <u>Royalty:</u> Christine Paulsen spoke for Laurie Davies, that Royalty will be attending the Joyce Daze parade (8.3.24) and that will be the last parade for the year. They will, of course, be at the Fair. 8. <u>Olympic Peninsula Rodeo Association:</u> George Winn said that the arena work is going well. They need more volunteers to get some of the bigger work done. Work parties are Saturdays at 8am. They are moving the old dugouts that aren't used anymore to the south side of the arena for hay storage, hospitality house for Rodeo, and the Rodeo Secretary office. The County's portion of the money needs to be in the Rodeo Association's hands before the Rodeo starts, if it does not get into the Rodeo Association's account, they cannot write a check to the NPRA as required to have the Rodeo. Shari assured that they will have the check.
Special Committee Reports	None.
Unfinished Business	1. <u>Fair Board By-Laws:</u> Everyone was given a redlined copy of the By-Laws. The only thing that was changed for wording was the Board position titles. Julie Mowbray asked that the by-laws be sent to the Commissioners to be approved from the Fair Board. Don said they need to go to the Prosecuting Attorney's office before it can be presented to the Commissioners. Cindy Kelly made a motion to approve the By-Laws as presented with

	small grammar errors fixed. Tina Cozzolino seconded. No discussion. Yes – 15, No – 0 Abstain – 0. 2. <u>WSDA Fair Fund Allocation:</u> Don Crawford said they are still waiting on the Civil Prosecutor, Administrator and the County CFO to get together to decide the direction of the funds. Carol Johnson asked if the state contact person for the funds was called. Don does not know if the prosecuting attorney has made that call yet, but he made the recommendation. Christine Paulsen asked for clarification on what was going on with this topic because she is new. Don explained that each year the state gives us an allocation of funds and it is usually around \$43,000, but this year it was \$72,000. Because it was such a difference, he sent it to the prosecuting attorney's office to clarify the direction the money should be spent. Cara Cristion asked if this money was allocated for the 2024 Fair, how will the money be spent if it is not used for this year's Fair. Don stated that would be answered by the prosecuting attorney's office. LaDona asked what has happened with the money previously. Shari said \$18,000 of it has been used for premium money. Don said the remainder has been used in the general Fair fund for Fair related expenses. Melanie Greer spoke that it is her understanding that the last few times the State Judge has made comments that they are looking for Fairs to increase their exhibitors and participation to match the demographics of the area each Fair is in. The state then increased the amount per the state RCW's to help Fairs match the demographics of the area they are in as far as diversity in. This is how we have been judged in past and it could very well effect how we are judged in the future and the amount of money we receive. Josh Borte asked how this is judged in our area at the Fair and how this could change those numbers. Melanie said she is not sure, but she gave ideas like, having the exhibitors guide available in Spanish also, flying the County and local tribal flags, having signs in Native language as well as English. There are many different avenues that could be explored with use of the money for outreach of people who wouldn't normally get involved. Christine asked if people were reaching out to some of the after school/summer programs in the area to get more kids involved, specifically the tribal programs. Cindy said they did a lot of outreaches this year to the West end this year through Chamber of Commerce meetings and tribal meetings, etc. Melanie said the biggest issue is figuring out how much money is available to use towards this goal the state has given us. Don stated no one, including himself, thinks the premiums, Judges, Superintendents' reimbursement, etc. have kept up with the times. The challenge is that we need to figure out a way to
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	do that, while also continuing to meet the other budgeting obligations that are required to put on the Fair. Don suggested that this board form a committee to figure out what percentage of the allocation from year to year should go towards different things like the premiums, Superintendents, Judges, outreach, etc. Melanie spoke that in the states RCWs, there was 2 million in 2021, in 2022 and 2023 it went to 2.7 million, in 2024 and 2025 it will be 3.5 million, in 2026 and each fiscal year thereafter it will be 4 million in the WSDA Fair Fund allocation. Don stated once the prosecutor makes their decision, the Fair Board should make up the percentages for how we would like that money spent. With that, we would need to find a way to cover the expenses that would traditionally be used to cover shortfalls in the budget. Melanie stated we are only talking about the extra \$30,000. LaDona asked for a budgeting breakdown of how this money has been spent for the last 5 or so years so we can see year to year. Melanie gave Cindy the RCW 15.76.115 that she asked for. Megan said in June it was talked about to use the money of a \$26,000-\$30,000 budgeting issue that came up with current costs. If that money cannot be used for that, where will the money come from. Don said we will know better after the Fair is over. Megan said we already know that there will be these expenses of some kind. That large amount of expenses will not go away by Fair. Don stated the County has different avenues of emergency funding based on severity of need. But those values in June were just a forecast of the trends and not set in stone. The actual number needed will not be known until after Fair. In September, he said the staff will have to make some decisions on these discrepancies and it will also depend on how this money is decided it can be used. Megan asked if she could ask the question in September or October and get an actual answer. Don said yes, we should have an answer by then. Cara asked why we can't use some of the money this year for prizes and other necessities. It is frustrating when the Superintendents are spending hundreds of their own dollars for education and prizes, etc. when the money is sitting there. Don said it is because there is a difference of opinion on the description that was given on what that money can be used for. Christine said she doesn't understand why the money that is already allocated cannot be used for this year's Fair. Don said until the Civil Prosecutor, CFO and Administrator get together and decide on the funds it cannot be used. She asked why the money that is budgeted for, for 2024, is being withheld. Don said he cannot answer because he honestly does not know. Carol said the premium portion is already allocated of those funds and is not being withheld. Christine asked what was the money used for in prior Fairs? Carol stated it is not clear at this
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	time what the money was used for. Christine said she knows what is it like being a Superintendent, with money sitting there for a specific purpose and not being able to use it. Teresa said in the entire time she has been out here for a very long time and Superintendents have been paid \$75 per year to deal with everything they are doing (missing a weeks' worth of work, paying for prizes, decorate the barn, volunteer countless more hours for this Fair) for as long as she can remember, and it is ridiculous. Don stated that Fair Board is an Advisory Board and cannot make those decisions. Carol stated we must wait for the decision to be made, which will not happen until after Fair, but if we don't like what it is decided on as a Fair Board, we can get together and make recommendations. Teresa stated this needs to be evaluated majorly because it is not fair. Cindy suggested that after Fair we, as a board, come up with the goals that need to be addressed within the Fair. She wants us to come up with a list and bring it to the Commissioners. Don stated on behalf of the County that some challenges that need to be considered are as follows: indigent defense fund, this keeps increasing, massive increases in all expense lines over the last 4-5 years, and they are non-negotiable. Overall there is a massive strain on the general fund. The expenses of the Parks and Fairs are not required to be funded by the County. Cindy said that yes, all agencies are making the same decisions, but everything should be considered. Melanie requested that the Master Plan be sent to all Fair Board members so we have that and can start on that. Melanie asked if we could know how much of a gap there is in budgeting so we can come up with an idea for the Master Plan for the budgeting shortfalls.
New Business	1. <u>Fair Survey:</u> Melanie came up with a Fair survey for us to look at and it will be available for the general public at Fair. It is available by QR code, a "tinyurl", social media and the Fair website. Christine asked if it would be available at the Fair for people to fill out and turn in, it will be available in the barns to fill out. Katie Sirguy suggested that we leave it as is for this year and next year we can decide if we want to have incentives next year. Cindy made a motion to go through with the Fair survey. Tina seconded. Unanimous approval.
Staff Reports	1. <u>Manager's Report:</u> Shari Ioffrida noted that we have a new Fair Board Member, Christine Paulsen. Kids day book will have approximately 350 printed and the back page can be easily printed so we hopefully won't run out. Shari reported that we received sponsorship money from Bekkevar Logging & Trucking, and Cabled Fiber & Yarn. Vendor spaces are full. Shari handed out the schedule that has

	the entertainment line-up, animal shows, demos, etc. Shari said that the Fair t-shirts and sweatshirts are still for sale in the Fair office. For upcoming events, Shari said we will have the Big Brown Baseball Tournament and Peninsula Junior Rodeo Association Jr. Rodeo after Fair. Josh Borte asked about the American Heroes section of the booths. Shari said this won't happen this year, some of the groups did not want to move this year but we will look at it more for next year. 2. <u>Director's Report:</u> None.
Other Items	1. <u>Dog Barn Grant Progress:</u> Don Crawford said the roof is on at the dog barn but there are bird blocks that still need to be put in. The inside should be done tomorrow for the stuff that needs to be done before Fair. The remainder will be done after Fair. There have been rumors of the dog barn and art barn projects not being permitted. Don said that is false. Megan asked the permits to be emailed out to the Fair Board, at least to Megan, to get rid of any rumors about that subject. 2. <u>Art Barn Roof Progress:</u> Don said the Art Barn roof is done. 3. <u>First Aid Signs:</u> Megan asked what signage is going up at the First Aid booth and around the grounds. Don said they are ordered and should be up in the next week or so before Fair. Megan asked if there will be directional signs around the Fairgrounds, no there will not be. The location is listed on all the maps and will be known by the signs on it. Directional signs would be nice to have in the future. 4. <u>Animal Shavings:</u> George asked the barn Superintendents to let him know if they need shavings and/or straw and the quantity that they need. He is working on getting them donated.
Public Comments on Non-Agenda Items	None.
Adjournment	George Winn moved that the meeting be adjourned. Seconded by Cindy Kelly. Vote was unanimous. Meeting adjourned at 8:16pm.

Respectfully submitted,

Megan Bekkevar
Secretary