



Clallam County Fairgrounds Parks, Fair & Facilities Department

1608 W. 16th Street
Port Angeles, WA 98363

January 15, 2025

To: Clallam County Fair Advisory Board

The special meeting of the Clallam County Fair Advisory Board will be held **Wednesday, January 22, 2025 at 6:00 p.m.** at the **Clallam County Courthouse, 223 E. Fourth Street, Room 160**, in the **Board of Commissioners Board Room**. ***This meeting will be recorded on Zoom.***

*****Attention*****

Fair Advisory Board meetings will also be available virtually at:

If you would like to participate in the meeting via Zoom audio only, call 253-215-8782 and use Meeting ID: **627 483 6427** and passcode: **12345**.

If you would like to participate in the meeting via Zoom video conference, visit www.zoom.com and use Meeting ID: **627 483 6427** and passcode: **12345**.

This meeting can be viewed on a live stream at this link: [Live & Archived Meetings Online | Clallam County, WA \(clallamcountywa.gov\)](http://Live & Archived Meetings Online | Clallam County, WA (clallamcountywa.gov))

Public comment can be directed to the Fair Manager at 360-417-2551, 360-565-2610, or shari.ioffrida@clallamcountywa.gov

AGENDA

- A. Call to Order
- B. Determination of Quorum
- C. Request for Modification/Approval of Minutes
- D. Public Comment on Agenda Items – *Please limit comments to 3 minutes*
- E. Committee Reports
 - 1. Pacific Northwest Junior Livestock Auction
 - 2. 4-H / WSU Extension
 - 3. Rodeo – Olympic Peninsula Rodeo Association ("OPRA")
- F. Special Committee Reports
 - 1. Superintendents' Handbook Changes
 - 2. Fairgrounds Master Plan
 - 3. Fair Budget
 - 4. Create a Special Committee re Fair Ribbons, Trophies, and Sponsor(s)
- G. Unfinished Business
 - 1. Approval of Fair Superintendents – Unopposed Positions and Applications
 - 2. Livestock Auction Animals Move Out Time on Sunday

- H. New Business
 - 1. WSDA Annual Report for 2024 Fair
 - 2. USDA Horse Protection Act
- I. Staff Reports
 - 1. Manager's Report
 - 2. Director's Report
- J. Other Items
 - 1. Royalty
 - 2. WSDA Report re Fair Fund
 - 3. Reappointments and New Fair Board Member for the City of Port Angeles position
- K. Public Comment on Non-Agenda Items – *Please limit comments to 3 minutes*
- L. Adjournment

INSTRUCTIONS FOR SPEAKING AT A FAIR BOARD MEETING

- Members of the public wishing to address the Board on general items may do so during the designated times on the agenda.
- The Chair may limit the comment period to three minutes for each speaker subject to Board concurrence.
- General comments, applause, or booing from audience members are inappropriate and may result in removal.

These guidelines are intended to promote an orderly system for conducting Board Meetings so that each person has an opportunity to be heard and to ensure that exercising their right of free speech embarrasses no one.



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CLALLAM COUNTY FAIR ADVISORY BOARD

Minutes of November 20, 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	X	X	X	X	Secretary, At-Large
Mowbray, Julie	X	X	-	X	X	X	X	X	X	X	X	X	Large Animals and FFA
Beckstrom, Teresa	X	X	-	X	X	X	X	X	N	X	-	N	Agriculture At-Large
Kelly, Cindy	X	X	X	X	X	X	X	X	O	X	X	O	Vice President, Grange
Cristion, Cara	X	X	X	X	X	X	X	X	X	X	X	X	Horse Groups
Sirguy, Katie	-	-	-	X	X	X	X	X	M	X	X	M	At-Large
Mady, Mindy	-	-	-	-	-	X	X	X	E	X	X	E	Home Arts/Hobbies and Crafts
Johnson, Carol	X	-	X	X	X	X	X	X	E	X	X	E	Port Angeles Chamber
Vacant									T			T	City of Port Angeles
Cozzolino, Tina	X	-	-	X	X	X	X	X	I	X	-	I	Garden Clubs
West, Tara	X	X	X	-	X	-	X	X	N	X	X	N	Small Animals
Paulson, Christine	-	-	-	-	-	-	-	X	G	X	X	G	Sequim/Dungeness
Greer, Melanie	X	-	X	X	X	X	X	X	X	X	X	X	President, Arts/Photography
Wilson, LaDona	X	X	X	X	X	-	X	X	X	-	X	-	4-H Homemakers
Winn, George	X	X	X	X	X	X	X	X	X	X	X	X	West End

Guests Present	None.
Staff Present	Shari Ioffrida, Don Crawford, Angie Bronson
Call to Order	The meeting was called to order at 6:13p.m. by Melanie Greer.
Quorum	Yes.
Request for Modification / Approval of Minutes	Julie Mowbray asked to correct the October minutes to include her being marked as Present. George Winn moved to accept the minutes as corrected. Tara West seconded. Unanimously approved in vote.
Public Comment on Agenda Items	None.
Committee Reports	Pacific Northwest Junior Livestock Auction: Cara Cristion noted that they have some new board members' applications that they will be voting on in December. Cara asked for Fair Board to consider allowing auction animals <u>only</u> to haul out at 6pm instead of 6:30pm to allow for the multiple trips that the trailers have to make to the slaughter site. If this was allowed, kids decorations, ribbons, etc. would still be required to stay up until the Fair actually closes. Carol Johnson is okay with it, we would just need to plan for it and add it to the Exhibitor Guide so

	everyone is aware. Tara West suggested a 5pm haul out time for the auction. We will talk about it more at the January meeting. 2. 4-H / WSU Extension: Melanie Greer announced that the funding for the livestock position was cut with the County budget cuts. 3. Olympic Peninsula Rodeo Association: The Rodeo is having a meet and greet as a Thank You to all of their sponsors.
Special Committee Reports	1. Superintendents' Handbook Changes: Megan Bekkevar noted that we need to finish revamping the Superintendent handbook that all Superintendents get. Megan, Melanie Greer and Julie Mowbray have been working on it and will continue. Katie Sirguy asked if there can be a Superintendent meeting for all supers to have a chance to give their input good or bad. Shari will choose a date/time after the new year and send it out to supers to have a meeting. Julie said the book is sparse. There used to be a binder for each barn specific to that barn. We need to figure out if we can locate those again. Tara West volunteered to be chair of the committee, members include: Melanie Greer, Julie Mowbray, Christine Paulsen and Mindy Mady. 2. Fairgrounds Master Plan: Megan Bekkevar said that we need to create a committee to update the Master Plan for the fairgrounds that is greatly outdated. Shari will send out the old master plan and all changes that previously were talked about but weren't previously made official but had a lot of work put into it. The County is responsible for making sure it is compliant with regulations. Don Crawford said having a current and updated Master Plan is essential to applying for some grants as well. Committee members: Megan Bekkevar, Melanie Greer, Cara Cristion, Cindy Kelly, and Katie Sirguy. The committee will come up with smaller subcommittees to get input from people who are familiar with specific areas. 3. Create a Special Committee re Fair Budget: Megan Bekkevar said that at the July 2024 Fair Boad Meeting, Don Crawford asked the board to give recommendations on the budget for the fairgrounds/Fair. Committee Members: Megan Bekkevar, Cindy Kelly, Carol Johnson, Christine Paulsen, Katie Sirguy, and possibly Melanie Greer. 4. Approval of Fair Superintendents: Shari Ioffrida read a list of the Superintendents that have said they are interested in coming back next year. Cindy Kelly made a motion to accept all of the Superintendents that Shari listed. Tara West seconded. Discussion: It was brought up that the Superintendent Application link was not live on the Fair website so some people who wanted to apply were unable. Cindy Kelly made a motion to withdraw her original motion, Katie Sirguy seconded. The Superintendent list will be revisited at the next meeting. The Art Barn Superintendent position is the only one without an application at this time. Angie Bronson will get the

	Superintendent Application link live on the website as soon as possible. 5. 2025 Fair Logo: Megan Bekkevar created a logo to go with the 2025 Fair theme. She will edit it a little bit based off of suggestions from committee members and send it to Shari.
Unfinished Business	None.
New Business	1. December Fair Advisory Board Meeting: Cindy Kelly made a motion to not have a Fair Board meeting in December. Tara West seconded. Unanimous approval.
Staff Reports	1. Manager's Report: WSDA Fair Commissioner Judge: Shari Ioffrida reported that we will have a visit and evaluation from the WSDA Fair Commissioner next Fair. WSFA Fair Convention: At the WSFA Fair Convention, we won the following Contests: Fair t-shirt – 1st place and Best Use of Theme out of all the Fair t-shirts entered; Fair Scrapbook – 1st place; Information Poster – 1st place; Fair Poster – 1st place and Director's Choice Poster Contest of all the Fair posters; Fair website – 2nd place in our category; Fair photos – two 2nd places and two 3rd places; "Best Agricultural Exhibit" entry – 1st place out of all the Fairs. About 68 County, Community, Livestock, and Youth Fairs were represented. Sound Publishing Award: The Fair received 1st place "Best Festival" in Sound Publishing's "Best of the Peninsula" awards for Clallam County. Upcoming Events: Kindred Collective Holiday Market. 2. Director's Report: Don Crawford read a letter written from Todd Mielke about the Beer Garden at the Fair. It will be sent out to all Fair Board members.
Other Items	1. Royalty: Laurie Davies emailed out the bios of the Royalty Candidates for the year 2025. They are Nicole Tyler, Jayla Olson, Julianna Getzin, and Keira Headrick all from Port Angeles and Aliya Gillett from Forks. The coronation will be on January 25 in the Expo Building at 1pm. There will be a court of 3 this year.
Public Comments on Non-Agenda Items	None.
Adjournment	George Winn moved that the meeting be adjourned. Seconded by Christine Paulsen. Vote was unanimous. Meeting adjourned at 7:20pm.

Respectfully submitted,

Megan Bekkevar
Secretary

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