



Clallam County Fairgrounds

Parks, Fair & Facilities Department

1608 W. 16th Street
Port Angeles, WA 98363

CLALLAM COUNTY FAIR ADVISORY BOARD

Minutes of September 24, 2025, Regular Meeting – In Person and Via Zoom

Name	J	F	M	A	M	J	J	A	S	O	N	D	Position
Bekkevar-Miller, Megan	X	X	X	X	X	X	X	X	X				<i>Secretary</i> , At-Large
Mowbray, Julie	X	-	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	-				<i>Vice President</i> , Grange
Cristion, Cara	X	X	X	X	X	X	X	X	X				Horse Groups
Sirguy, Katie	X	-	X	X	X	X		X	X				At-Large
<i>Vacant</i>	-	-	-	-	-	-	-	-	-				Home Arts/Hobbies & Crafts
Johnson, Carol	X	-	X	X	X	X	X	X	-				Port Angeles Chamber
Martinez-Bailey, Kari	X	X	X	X	X	X	X	X	X				City of Port Angeles
Cozzolino, Tina	-	X	-	X	X	X	X	-	X				Garden Clubs
<i>Vacant</i>	-	-	-	-	-	-	-	-	-				Small Animals
Paulson, Christine	X	X	X	X	X	X	X	X	X				Sequim/Dungeness
Greer, Melanie	X	X	X	X	X	X	X	X	X				<i>President</i> , Arts/Photography
Wilson, LaDona	X	X	X	X	X	X	X	X	-				4-H Homemakers
Winn, George	X	X	X	X	X	X	X	X	X				West End

Guests Present	Zoey VanGordon, Laurie Davis
Staff Present	Aspen Smith, Don Crawford, Melissa Earley, Angie Bronson
Call to Order	The meeting was called to order at 6:00 p.m. by Melanie Greer.
Pledge of Allegiance & Land Acknowledgement	Megan Bekkevar-Miller led the Pledge of Allegiance.
Quorum	Yes
Request for Modification / Approval of Minutes	Teresa made a motion to approve minutes from the last meeting. Katie seconded. Motion Passed
Public Comment on Agenda Items	None
Committee Reports	<u>Pacific Northwest Junior Livestock Auction:</u> Megan said they have collected 2/3 of the money so far for the kids. They are hoping to get checks to kids in October. <u>4-H / WSU Extension:</u> Melanie said that the new 4-H year starts on October 1. Record books are due on the same day so they can figure out awards and such. The Vet Science program is almost half full, and it doesn't start until October 19.

	3. <u>Olympic Peninsula Rodeo Association:</u> No Rodeo update. George asked to make sure he was getting information from the Fair Board mailed to him; he does not have email.
Special Committee Reports	1. <u>Superintendents' Handbook:</u> No update 2. <u>Fairgrounds Master Plan:</u> No update 3. <u>Fair Budget.</u> No update 4. <u>Fair Ribbons & Trophies:</u> No update 5. <u>By-Laws Committee:</u> No update, it is still at Legal. 6. <u>Haul in/Haul Out & Animal Rules (Exhibitor Guide):</u> Melanie spoke that we need to bring up that committee again, it currently has Melanie, Megan, Julie, LaDona, Cindy & Tina. Previously Shari would sit in on the meetings, it would be nice if someone from the county was involved in that. It was discussed that some of the people on the committee that are not involved with animals could be off the committee for the discussion of animal haul-in/out so others that are on the board & are animal barn supers can be added to the committee for the animals related issues.
Unfinished Business	1. <u>2026 Master Fee Schedule Recommendation:</u> No update 2. <u>Fair Advisory Board Member Fair Report Action Items Due:</u> If you have action items that should be done before next years fair, please send that into Don as soon as possible. Melanie asked if someone can resend the form as an editable PDF 3. <u>Fair Advisory Board Barn Superintendent, Judges and Barn volunteers staffing 2025 recap and anticipated 2026 need – due:</u> Don asked if anyone knew of vacancies for supers, judges, etc that will be needed for next year to let him know as soon as possible so it is on the radar. Angie said they need a Fine Art, Home Arts & Cat Barn Superintendents for 2026 as of right now. . The Assistant Supers are usually asked by the barn supers and the barn supers find the judges as well. Don asked how we train judges. Melanie explained that there is a certification process for judges that are usually put on by places like WSU, UI & Oregon and they create a list of judges after those classes that is given out to counties & 4-H to use. We do not train anyone as judges as a county. Julie spoke that it is also problematic to find judges based on how much we pay the judges to make sure we are compensating them fairly. It is also helpful to contact barn supers form other fairs to get their lists of judges as well. Don stated for the money portion only, they requested additional money for judges, barn supers, premiums for the 2026 fair. If anyone would like to let the county commissioners know the value of that extra money, they can send a letter to the commissioner before October 23 commissioners board meeting.
New Business	1. <u>County Fair Updates – Third Week v Full Third Week Fair Advisory Board Determination:</u> There was confusion on the dates of the 2026 fair. Laurie, our fair historian, sent the meeting minutes from the October 10, 1948 where it was stated to be the

	3rd week of August, starting on Thursday. That unfortunately would not always work. Example: this year going by that we would have had it at the same week as the Kitsap County Fair. For 2026, the dates are August 20-23 because contracts have already been signed for those dates next year. There was discussion on the next 10 years of dates. Discussion postponed. 2. <u>2026 Clallam County Fair – Theme Selection & Instruction:</u> Laurie gave each board member a paper with the top 3 themes choices and everyone voted on their number one choice. Cara made a motion that the 2026 theme is Stars & Stripes & County Fair Nights. Katie seconded. The discussion was to change the wording. Cara made a motion to amend the theme to be Stars, Stripes & County Fair Nights. Megan seconded. All approved, one abstention. Laurie will be in contact with Carrie-Ann to get the logo figured out.
Staff Reports	1. <u>Open Public Meetings Act – Electronic Communications Practice Tips:</u> Kari discussed that the city of PA recommends to not contact the board for discussed/vote on things over email and who they are discussing it with. This will prevent serial meetings from happening. This is because everything the board does is open to the public. 2. <u>State Fair Biohazard Initiative:</u> Don said there is a responsibility to prevent disease outbreak from happening at the fair. There was an email sent out to the board with links on prepare2respond. This is about writing an action plan for if there is an outbreak at the fair and how we need to respond to those things if they go wrong. This has the possibility to include first responders as well. Melanie said it is our next direction of where do we go with everything that we have already done. Melanie said this would be a good thing to discuss at the exhibitors committee meeting. 3. <u>Introduction of Fair & Special Events Coordinator; Aspen Smith:</u> We have a new Fair & Special Events Coordinator, Aspen Smith. She will be at the fairgrounds with the same hours as Angie for the training time. Otherwise she will be at the fair office in the courthouse. She will send out an email in the next few days to the board with her hours and contact information. 4. <u>Mindy Mady Resignation:</u> Mindy officially resigned from the Fair Board just before the fair this year. Melanie asked if there have been any applications for the open positions. Don said he does not know if there are applications because the position is still open. Katie asked what happened to recategorizing the positions on the board, and Don stated that currently, legal is tied up with the Charter Review committee. So, they are very behind at this time. 5. <u>Policial Speech Incident Update:</u> Don said there isn't a big update. He needs to meet with the people that were directly involved in the incident to do a through investigation. Once he has done that, he will give the report to the civil prosecutor and

	the county administrator. The County Administrator has said that the vendor contract needs to be re-evaluated for next year before contracts are signed.
Other Items	1. <u>Royalty:</u> Laurie stated “We are in the process of getting ready for our orientation which is Saturday, October 4 at 1pm at the Expo Building. Applications went out to the high schools in Clallam County. A message was put in Facebook and KONP. Once we meet our 2026 candidates, they will be instructed on how to proceed until the coronation which will be January 31, 2026 which will be held at 1pm and at the Home Arts Building at the fairgrounds. The royalty program is based on points and top points will determine one queen and two princess’s.” She stated that as a reminder for last year, the royalty put in roughly 140 hours each of volunteer hours.
Public Comments on Non-Agenda Items	
Adjournment	Geroge moved that the meeting be adjourned. Seconded by Teresa. Vote was unanimous. Meeting adjourned at 7:21 pm.

Respectfully submitted,

Megan Bekkevar-Miller
Secretary