Clallam County
Parks, Fair & Facilities Department
223 E. Fourth St., Suite 7
Port Angeles, WA 98362-3000

CLALLAM COUNTY FAIR ADVISORY BOARD
February 25, 2026
Regular Meeting Minutes

For More Details, Please See the Meeting Video Recording, Available on Our Website:
https://clallamcowa.portal.civicclerk.com/

A. Call to Order Board President Kelly called the meeting to order at 6:00 pm.

B. Determine Quorum Chair Kelly confirmed there was a quorum.
The Board said the pledge of allegiance and Chair Kelly read the land acknowledgement.

Members Present: Chair K. Kelly, Vice Chair M. Greer, Secretary K. Martinez-Bailey, M. Bekkevar-Miller, J. Mowbray (attending virtually), T. Beckstrom, C. Heckenliable (arrived at 6:20 p.m., attending virtually), K. Sirguy, C. Johnson, C. Paulson, T. Cozzolino(arrived at 6:38 p.m. attending virtually), C. Paulson, L. Wilson, and G. Winn.

Members absent: J. Borte.

Chair Kelly invited new Board member B. Skinner time to introduce himself. Each member of the Committee and staff then introduced themselves.

Staff Present: Fair & Special Event Coordinator A. Smith and Clallam and Fair Specialist A. Bronson.

Guests present: Joe Marceau and Laurie Davies.

C. Approval of Minutes/Request for Modification
Winn made a motion and Paulson seconded to:
Approve the minutes from the January 28, 2026 meeting.
Motion carried unanimously.

Correspondence Received
None.

D. Public Comment on Agenda Items
No public comment was received.

E. Committee Reports

E1. Pacific Northwest Junior Livestock Auction

Bekkevar-Miller provided updates regarding parent meetings and exhibiter sign-up updates. 57 kids and 72 exhibitors.

E2 4H/WSU Extension

Vice Chair Greer provided positive enrollment updates, including (150 4H) and spoke about new leadership within the club in Forks (poultry).

E3. Rodeo- Olympic Peninsula Rodeo Association

Winn turned the meeting over to Arena Director Marceau who then provided Washington State Department of Agriculture grant updates, spoke to lighting and equipment updates, and then answered questions from the Committee.

F. Special Committee Reports

F1. Superintendents Handbook Committee

Vice Chair Greer provided background on the handbook, spoke about budgeting that included a line item for judges and superintendents specifically in the amount of $6,000, adding that the committee was tasked with spreading the funding increases across the two categories, and spoke to the proposed increases in relation to securing subject matter experts.

It was moved by Greer and seconded by Winn to approve to:

Accept the new Superintendents handbook to include the new salary amounts for judges and superintendents.

Motion carried unanimously.

F2. Fairgrounds Master Plan

Bekkevar-Miller spoke about budgeting related to the Fairgrounds Master Plan, shared that info was needed from the maintenance team, and added that there were items that needed to be addressed that can’t wait for approval by the Commissioners. Board discussion on repairs, planning and funding as it relates to fairgrounds improvements and maintenance. Chair Kelly was asked to write an email to Director Crawford about the information requested in October 2025 from staff about improvements that have been made to the fairgrounds for the Master Plan.

F3. Fair Budget

Chair Kelly stated the Budget discussion will be on the March meeting for discussion.

F4. Fair Ribbons & Trophies

Paulson provided background on the matter previously approved by the Committee, spoke to the significant difference in costs between single and triple ribbon style, and that due to the costs, the least expensive single ribbon option would need to be chosen as previously approved by the Committee. Fair Specialist A. Bronson provided information.

F5. Bylaw Committee

Chair Kelly provided an updates which included staff proposed language changes, position changes and term limits, to be brought back to the Committee for consideration in March. Committee consensus to send out the bylaws to a subcommittee to consider position and term limit changes for a broader conversation. Committee discussion on staff's suggested changes to include more at-large positions and term limits to better fit Board needs. Board discussed suggestions, and how this change could negatively affect the existing Board's needs. Board consensuses the bylaws should be brought back to the March meeting for a vote relating to staff title changes. Board discussion followed. The following members volunteered to be part of the new subcommittee: Kelly, Johnson, Paulson, Martinez-Bailey, Cozzolino, Greer and Davis (public). Subcommittee will meet after by-laws have been approved.

F6. Exhibitors Guide Committee
Vice Chair Greer provided updates and spoke to the changes rules related showing. Chair Kelly provided an update from the Dry Creek Grange that included a donation amount of $1,000 for a second vet. Board discussion followed.

F7. Camping Committee
Wilson and Johnson provided updates, stated the new payment format would eliminate the need for reimbursements and corrections when changes are made last minute, and said the improvements will allow flexibility to assign spots in ahead of time and more efficient use of the space available, and added that no money will be taken with camping application. Fair Specialist A. Bronson. provided an update that the online submissions form will be ready for the 2026 season.

F8. Royalty
Davis spoke to the coronation held on January 31, 2026, added that it was covered by Paula Hunt of the Peninsula Daily News, spoke to events where the Court would participate, including the KONP Home Show and various parade participation.

G. Unfinished Business – None

H. New Business

H1. Biosecurity Discussion & Disease Prevention
Vice Chair Greer presented the topic, spoke to the Washington State Fairs Zoonotic Disease Prevention Guide presented in the Board packet, explained the need for designated handwashing stations. Fair & Special Event Coordinator Smith provided an update on hand washing station funding from County Health Department by a grant. It was stated that eight hand Washington stations would be installed.

I. Staff Reports

I1. Director's Report: Connectivity at the Fair and Service Animals at the Fair
Fair & Special Event Coordinator Smith spoke to a service animal coordinator at the fair to interact with guests that have service. Animals and said a March presentation would be added to include a City of Port Angeles mobile and itinerate vender update presentation, to include fire safety updates. She spoke to fair Wi-Fi connectivity and said that the county would be meeting with astound-adding additional IP circuit, and now waiting on pricing and equipment details that are required. She added that improvements would meet county and private needs at the fair relative to Wi-Fi connectivity and a March staff report would be included. She stated the this would extend to both county and public service.

She added that Director Crawford is working with B. Biasell from the Sheriff's office regarding the Service Animals on fairgrounds.

I3. Directors Report
None.

J. Other Items

J.1Commitment Recap –
Staff held a commitment recap that included a circulation of the bylaws to the Committee, a maintenance list, and a circulation of gate count numbers.

K. Public Comment on Non-Agenda Items
No public comments were received.

L. Adjournment
It was moved by Winn and seconded by Bekkevar-Miller to:
Adjourn the meeting.
Motion carried unanimously.

Meeting adjourned at 7:35 p.m.

Kari Martinez Bailey
Secretary for Fair Advisory Board