



Clallam County Fairgrounds Parks, Fair & Facilities Department

1608 W. 16th Street
Port Angeles, WA 98363

CLALLAM COUNTY FAIR ADVISORY BOARD Minutes of September 20, 2023 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	N	X	X	-	X	X	X	X				Agriculture At-Large
Kelly, Cindy	-	O	-	-	-	-	X	X	X				Grange
Cristion, Cara	-	-	-	-	X	X	X	X	X				Horse Groups
Edwards, Don	X	M	X	X	X	-	X	-	-				At-Large
Mady, Mindy	-	E	-	-	-	-	X	X	X				Home Arts/Hobbies & Crafts
Johnson, Carol	X	E	X	X	-	X	X	X	X				Port Angeles Chamber
Borte, Josh	X	T	X	X	X	X	X	X	X				President, City of Port Angeles
Cozzolino, Tina	-	I	-	-	X	X	X	X	-				Garden Clubs
West, Tara	X	N	X	X	X	X	X	X	X				Small Animals
McCarty, Dan	X	G	-	-	X	X	-	-	X				Sequim/Dungeness
Greer, Melanie	X	-	-	-	X	X	-	X	X				Vice President, Arts/Photography
Wilson, LaDona	-	-	-	-	X	X	X	X	X				4-H Homemakers
Winn, George	X	-	X	X	X	X	X	X	X				West End

Guests Present	Laurie Davies, Sylvia Strohm
Staff Present	Shari Ioffrida, Don Crawford, Angie Bronson, Melissa Earley, Mark Lane, Tom Reyes, Todd Mielke
Call to Order	The meeting was called to order at 6:15 p.m. by Josh Borte.
Quorum	Yes.
Request for Modification / Approval of Minutes	LaDona Wilson moved to accept the minutes as presented. George Winn seconded. Unanimously approved in vote.
Public Comment on Agenda Items	<p>Laurie wanted to mention that she will be at the WSFA Fair Convention as a State Fair Judge this year, not as a Fair Board member, and she is looking forward to it, as it is different than previous years.</p> <p>Tom Reyes introduced Todd Mielke as the new Clallam County Administrator. He was very impressed by the County Fair this year and everything that he saw. It is a great community event for everyone in the County. He was very impressed with the rodeo and being named the "Best New Rodeo" in the NPRA. He loved the dog and cat barns, both are new to him as a fairgoer.</p>

Committee Reports	<ol style="list-style-type: none">1. <u>Advertising</u>: Shari spoke that there is nothing new for advertising at the moment, but she is meeting with Sound Publishing about next year's schedule.2. <u>Camping and Parking</u>: LaDona said that she thought it went very well, but better regulation is needed at the green gate and the road for parking and signage and where everything is. Carol Johnson spoke that they will highlight some of the rules for people next year since there were issues this year to try and amplify things that are truly important. The new idea to rent camping spaces as parking spaces went very well. There were many late camping applications this year for outside of the gate. A new map is needed for next year that is better laid out than this year. It can get confusing for some. They will continue to rent camping spaces as reserved parking spaces until the campground is full.3. <u>Information Booth</u>: Sylvia Strohm spoke about the success of the information booth this year. The sales were as follows T-Shirts & other items: Sunday-Wednesday: \$710; Thursday: \$960; Friday: \$1472; Saturday: \$859; Sunday: \$622; Total: \$4,623 for 2023. To compare, 2022 sales were \$4,329. The "Call 811" T-shirts were a hit, they were all gone by Friday afternoon (black, blue & pink were the most popular; green & blue took until Friday). Hats & umbrellas were good items this year. Most asked questions were: Where is the ATM? Where are the quilts? Where are the scones? Next year, if Sylvia is still running it she would like the kids day bags the weekend before Fair if possible while she has extra help. She would also like to have updated wheelchairs. We have 3 of them, but two do not have feet, so they are basically useless.4. <u>Hospitality House</u>: Laurie Davies spoke about the Hospitality House this year, how it was well loved and well received, like always. We had the same sponsor this Fair, hair salon – Shear Elegance. Laurie will take care of it next year if we let her.5. <u>Pacific Northwest Junior Livestock Auction</u>: Teresa Beckstrom spoke about how the auction went this year at the Fair. There were 53 animals that were sold - Steers: 11; Lambs:3 ; Hogs: 16; Goat: 3; Turkeys: 11; Pen of Chickens: 3; Rabbits: 5 – The scholarship lamb was donated by the Swanberg's – Bent Gate Farms. The Fair vet was amazing to work with and she was great to communicate with. The auction ran extremely smooth from beginning to end, one of the best she has ever seen. PNWJLA will be doing community outreach at the ESP Fall Fest this Saturday, Sep 23.
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	<p>6. 4-H / WSU Extension: Melanie Greer spoke that the Fair was very successful, it was a huge improvement from last year. Lots of names for volunteers and youth interest in joining 4-H. It is a big improvement since covid. Sequim has a Rocketry club starting and Port Angeles has a club starting at the airport to build drones in the STEM variety of things. Kids are getting ready to turn in record books for the end of the year and starting to ramp-up for next year. State Fair is going on currently and the kids have done well so far.</p> <p>Dan McCarty spoke about the livestock judging contest at the state fair. He said we had kids get 1st & 7th in Juniors, 3rd & 8th in the Intermediate, 7th, 6th, & 11th in the Senior Division. There is room for improvement, but they did very well. Carol Johnson said that the senior horseman group also did very well at state this year.</p> <p>Overall, everyone who went to State Fair represented Clallam County very well and should be proud.</p> <p>Dan spoke that the senior livestock judging team will be going to Arizona to the livestock judging competition that they have been to and will be doing fundraising in the coming months.</p> <p>7. Royalty: Laurie Davies spoke about Royalty. They finished their last parade at Joyce Daze the first Saturday in August. They then finished out the year with being at the Clallam County Fair. Their 2024 season is starting with applications out at all the high schools. The orientation is Saturday, October 7 at 2pm at the Fair Kitchen. Olivia Ostlund, who is our current princess, is running again, and Allison, who is our current queen, will be one of the judges and helpers next year which she is excited for her to continue with them in that capacity. A January coronation is planned and that is when we will choose our new court.</p>
<p>Special Committee Reports</p>	<p>Rodeo: George Winn spoke about the outcome of the Rodeo this year. It was a huge success, especially compared to last year. 2022 contestants – 40; 2023 contestants – 225. Purse 2022 was \$600/person/event, Purse 2023 \$3,500/person/event. During the rodeo meeting on September 11, everyone had a chance to talk about the things they liked, what went well, and what they think should be changed for next year. The main things on that list were:</p> <ul style="list-style-type: none"> • Lighting – we need better lighting for next year for slack. It was impossible to run slack like it should have been with the conditions this year. • Gates need to be able to fully swing open to the arena, edge panels for safety. • Contestant Parking – is there more that we can do to alleviate some of the issues. • Timed events sorting.

	<ul style="list-style-type: none"> • Safety moving animals throughout the holding pens and to the timed events chute. • The beer garden was a huge success. It was packed both days for the entire event, before, during & after. • The announcer was not that great on Friday, but much better on Saturday. It is still debated for next year what we want to do. • Stock contractor was good. He did come through with a good amount of stock and we could handle it in the pens (barely). • Need better crowd engagement – better announcer and a clown for next year would be a great addition. • Better crowd control at the entrance gate. • Sound system – we need to make sure the announcer can tie into the existing sound system. If the County needs to buy adapters to make sure that is never an issue going forward, they should do so. • Better halftime show. • Warm up area for contestants. <p>Josh said that he did talk with Sam Watson about use of his property for next year for participants parking, his concern is that he wants to work out something with the County to cover him with insurance should an issue arise.</p> <p>Don Crawford will get with Corey Delikat at the City of Port Angeles in the fall, along with George, Josh, and Joe Marceau to see about possible expansion of the holding pens.</p> <p>We put in a grant for this year for redoing the rodeo arena, including lighting for Rodeo next year. He will be talking to the roads department in the spring to use temporary light towers for next year.</p> <p>Shari announced that our Fair received the NPRA “Best New Rodeo” of the 2023 season. She did a press release sent to newspapers and radio stations, and received a lot of “congratulations” e-mails from them. Shari noted that while the Rodeo isn’t new, we’re new to NPRA. She thanked all of the volunteers, Rodeo committee members, and Rodeo Sponsors for making this the biggest Rodeo the Fair has ever seen!</p>
<p>Unfinished Business</p>	<p>1. <u>4-H Exhibitor Fair Wristbands</u>: Melanie Greer spoke about the 4-H kids needing to spend money on wristbands, that is actually paid for by the 4-H Leaders Council. Bea Holleck left \$10,000 to 4-H kids to pay for certain 4-H costs throughout the year like 4-H wristbands at the Fair and enrollment fees for families that cannot afford it. There is</p>

	<p>roughly \$4,000 in the account right now through fundraising efforts throughout the years.</p> <p>Julie Mowbray spoke that she thinks the fundraising should be put towards other efforts, instead of paying for the passes to the Fair for kids. Melanie spoke that she agrees with Julie, the 4-H Leaders Council raising so much money each year to help pay for so many things throughout the year, that not having them pay for the wristbands would help with those costs.</p> <p>Tara West made a motion to take the motion off the table going forward that 4-H & FFA exhibitors do not have to pay for a wristband for Fair entry to be brought before the Commissioners. Julie Mowbray seconded this motion. Josh called for a vote on the motion to draft a proposal to present to the commissioners. One abstained. Motion carried.</p>
New Business	None
Staff Reports	<p>Manager’s Report: Shari Ioffrida:</p> <p><u>WSDA Fair Commissioner Judge:</u> Shari said we haven’t received the Fair Commissioner Judge’s Evaluation yet, but should soon. He enjoyed our Fair, and commented on the layout of the midways, cleanliness, and no trash on the grounds or overflowing trash cans, as well as a lot of other great comments. He had some constructive criticism that will be in his report. The Black and White Ribbon award went to the Floral Barn.</p> <p><u>Fair Sponsorship:</u> Shari said she started applying for Fair Sponsorships for 2024.</p> <p><u>Upcoming Events:</u> Shari reported that in the first half of September there was a memorial, Kiwanis Car Show, Marine Spill Response training, and a Monster Mash Circus. The Expo Hall is rented out to Olympic National Park for their Fire Command Center. Upcoming is the BMX Event Camping, Veterans Stand Down, Fair Royalty Orientation, the Olympic Peninsula Fungi Festival, the Port Angeles Realtors Association Fundraiser, and a celebration of life.</p>
Other Items	<p>1. <u>County Fair Currency Procedures & Reconciliation:</u> Tom Reyes spoke about the County cash handling procedures during the County Fair. He wants to make it clear that the County must keep track of each revenue and expense for anything County related. We want to work as a</p>

team for future Fair to see if there is a way to use credit and/or debit cards at the Fair next year.

Melissa Earley spoke about the cash handling procedures for the County during the Fair.

Mark Lane spoke about controls that are put in place over cash and how they prevent problems during the Fair and are done the way they are because of how they can be audited by the State Auditor. He said it's just a matter of time for when the Fair is audited, not if. There are always ways to improve how things are handled at the Fair cash wise, but there are minimum internal controls that have to be the way they are.

Tara West brought up the point about County employees asking for tips and placing tip jars at the Fair Office window and at the gates. This was a huge issue during the Fair and County employees are not allowed to accept gratuities at their job in any capacity.

2. **WSFA Fair Convention, October 19-21, 2023, Pasco, WA:** Shari noted that the Fair convention is coming up in October. She will be attending with George Winn and Cindy Kelly. Laurie will be there this year, but the County will not be paying for any part of her stay and trip as she is no longer a Fair Board member, but a WSDA State Judge Commissioner. They give out several awards during convention and we have received many.
3. **Fair Wrap Up:** Shari wanted to give a huge thank you to all of the volunteers this year, it would not have happened without everyones help. Gate count this year was 29,408 for the 4 days, which is hugely impressive considering that last year we knew would be inflated last year because of being closed for two years due to covid. Gate receipts were \$183,552 for during the Fair only, this does not include pre-Fair sales. The carnival percentage we received this year was \$72,567 (\$6,445 less than last Fair, but still way up from the 2019 Fair by \$22,432). The food vendor percentage received this year was \$38,895 (\$2,241 more than last Fair). Everyone loved the Fair logo with the truck, it was extremely well received. Kids day booklets that were returned had answers to "what's your favorite part of the Fair."
Next year's Fair dates: August 15-18, 2024.
4. **Announcing 2024 Clallam County Fair Theme:** Laurie Davies explained that the Fair Theme contest runs from September through the following September. She announced that the theme for 2024 Fair is "Celebrate the

	<p>Bounty of Our County”, submitted by Christine Brehan. She will get a cash prize, t-shirt and Fair passes. There were 42 submissions, everyone on Fair Board voted for their favorites, down to the top one.</p> <p>5. Donnie Edwards: Josh Borte spoke that Donnie Edwards sadly passed away on Friday, September 15, 2023. He was an instrumental part of the Fair Board for a very long time. Josh spoke how he was instrumental in the making of the Antique Equipment display at the Fair and giving it a permanent home. Sylvia spoke that Donnie was always repairing and making sure all the sound equipment was working at all of the stages and everything was ready. Donnie had been a Fair Board member since 1991. Laurie Davies spoke of him as a mentor and always knew when to speak to make a difference and was always looking to make things better. Julie Mowbray spoke how instrumental Donnie was in making the cattle barn sound system what it was and was a huge asset to our Fair and community and will be missed completely. Teresa Beckstrom had known Donnie since she was a kid, when her mom was Fair Manager. He was very supportive to their whole family, especially getting her onto Fair Board once she was ready to get back into it after her mom passed. Carol remembers how Donnie was always in a band and missed the fact that she never got to see him perform during the Fair.</p> <p>Donnie will be greatly missed by everyone.</p>
<p>Public Comments on Non-Agenda Items</p>	<p>1. Tom Reyes made a comment about risk management, and the effort that was made by all. There were no claims made against the County, it was a very safe Fair. As a citizen, he commented on the accomplishment by putting on a Fair of this size and everything that we have going on. As a Deputy County Administrator, he spoke there is always room for improvement going forward and working as a team to improve the Fair for years going forward.</p>
<p>Adjournment</p>	<p>George Winn moved that the meeting be adjourned. Seconded by Tara West. Vote was unanimous. Meeting adjourned at 8:08 pm.</p>

Respectfully submitted,

Megan Bekkevar
 Secretary