



Clallam County Fairgrounds Parks, Fair & Facilities Department

1608 W. 16th Street
Port Angeles, WA 98363

CLALLAM COUNTY FAIR ADVISORY BOARD Minutes of March 1, 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											Secretary, At-Large
Mowbray, Julie	X	N	X										Large Animals and FFA
Beckstrom, Teresa	X	O	X										Agriculture At-Large
Clark, Bob	-	X											Grange
Vacant	-	M	-										Horse Groups
Edwards, Don	X	E	X										At-Large
Vacant	-	E	-										Home Arts/Hobbies & Crafts
Johnson, Carol	X	T	X										Port Angeles Chamber
Borte, Josh	X	I	-										President, City of Port Angeles
Vacant	-	N	-										Garden Clubs
West, Tara	X	G	X										Small Animals
McCarty, Dan	X	X											Sequim/Dungeness
Greer, Melanie	X	X											Vice President, Arts/Photography
Wilson, LaDona	-	X											4-H Homemakers
Winn, George	X	X											West End

Guests Present:	Sylvia Strohm, Laurie Davies, Karalynn Adolphsen, Cindy Kelly, Sarah Teague-Schmeitz, Barb McFall
Staff Present	Shari Ioffrida
Call to Order	The meeting was called to order at 6:11 p.m. by Carol Johnson (alternate President for this meeting).
Quorum	Yes.
Request for Modification / Approval of Minutes	Dan McCarty moved to accept the minutes as presented. Teresa Beckstrom seconded. Unanimously approved in vote.
Public Comment on Agenda Items	Karalynn Adolphsen would like to get the Grange Youth to participate as showmanship in the Fair like the 4-H & FFA kids. If they participate in the Fair as open class they cannot do showmanship.
Committee Reports	1. Advertising: Shari spoke that nothing new from last month. except still doing the Everett Herald "One Tank of Gas" to advertise on the I-5 corridor & ferries closer to Fair and ads on Radio Pacific stations also closer to Fair.

	<ol style="list-style-type: none"> 2. <u>Camping and Parking</u>: LaDona Wilson noted that her and Carol Johnson are meeting up soon to measure camping sites again to ensure that trailers can fit into the spots that they are given to avoid problems that we had last year. During Covid, the outside gate camping spots were worked on to make those spots more accessible to larger trailers and/or RVs. 3. <u>Hospitality</u>: Laurie Davies spoke that we have the retained the same sponsor for our hospitality house for this Fair, which is Shear Elegance Hair Salon. They are a family-owned business and huge Fair supporters. They were impressed on how the hospitality house was showcased with food for Breakfast, Lunch and Dinner. They used the house themselves and liked the homey atmosphere that we give our volunteers, superintendents, judges and even our state judge. As a side note to that, we have many entertainers come to us at the fair convention and right at Fair, that thank us so much for the hospitality house. Just having a bathroom that is usable and not long lines, have been appreciated. 4. <u>Information Booth</u>: Syliva Strohm said that she is chugging along with it. But if we go to a credit card system her volunteers will be lost and she possibly won't do it either. Shari Ioffrida noted that cash can still be used in the Info Booth for Fair apparel and other items. 5. <u>Pacific Northwest Junior Livestock Auction</u>: Teresa Beckstrom spoke that there was a full turn out at both parent auction meetings. This month they will need to attend a Quality Assurance class either online or in-person. Steer weigh in is on March 19 at the fairgrounds. 6. <u>4-H / WSU Extension</u>: Melanie said that enrollment is currently at 97 kids. Dan spoke on extension that they are doing some farm talks in April at Mark Bowman's and in March in Kitsap. He has RFID tags at the office for any hogs & cows that need to be tagged for Fair, they just need to let Dan know. 7. <u>Royalty</u>: Laurie Davies spoke that the Royalty coronation was January 28. Allison Pettit is our queen, Olivia Ostlund is our princess and Kendall Adolphs is our Jr. Princess. They went to Coastal Farm & Ranch and purchased their Royalty outfits. Thank you to Coastal for that donation. They attended the Sequim Irrigation Festival Pageant February 25. They will be attending the Rhododendron Festival Pageant this Sunday, March 5 in Port Townsend.
<p>Special Committee Reports</p>	<ol style="list-style-type: none"> 1. <u>Fair Kitchen</u>: Letter read by Laurie Davies, written by Cheryl Martin, Friends of the Clallam County Fair. This report is to help provide some clarity and guidelines on how the nonprofit intends to move forward in support of the Clallam County Fair.

	<p>When the nonprofit was established in 2015, its purpose was to continue the efforts of the Fair Board Kitchen in providing small grants in support of repairs, upgrades, and materials in support of the Clallam County Fair held in August of every year.</p> <p>In 2022 when the previous nonprofit board members left, Laurie, Reath, Whitney, Carol and myself all stepped in to keep the nonprofit going and to operate the kitchen last year. While we had a successful year and even were able to generate \$12,000 in additional funds for grants above all expended, we are not able to operate the kitchen in the same capacity in 2023 and beyond.</p> <p>The nonprofit will not be operating the Fair kitchen this year. We will continue to reserve funds for 2023-2024 just in case there are interested parties that are willing to operate the kitchen on either the traditional full scale operation or even a scaled down set up (like ice cream window only, etc.). The nonprofit would only be responsible for oversight and financial management if someone stepped forward to operate the kitchen this year.</p> <p>The nonprofit is a domestic nonprofit corporation. This places a limit on how much gross sales we can have each year, and doesn't allow us to pay/have employees. For this reason, and concerns over the legal risks involved, the nonprofit is not willing or able to provide and support or oversight for alcohol services like a beer or wine garden. While we will be looking to add to the current board in 2023, we have determined it is best practices not to have any county employees as voting members of the nonprofit. This is since grants from the nonprofit directly benefit a county property and event. We do encourage Fair Board members to be a part of the nonprofit organization, but it is not a requirement, and when we add new board members, we will hold spaces for individuals who are able and willing to step into the fundraising efforts that we have traditionally offered through the Fair kitchen. For the available funds, we would like to encourage applications for small grants for projects focused primarily on boards and from superintendents/fair volunteers that improved the exhibitor and fairgoers' experience. If no volunteers step forward to take on kitchen fundraising operations in 2023 the nonprofit will continue to disperse funds this way through 2024.</p> <p>Any questions or inquiries about kitchen operations can be directed via email to Laurie Davies or Cheryl Martin or via postal mail. The mailing address for the nonprofit is Friends of the Clallam County Fair, PO Box 3247, Port Angeles, WA 98362.</p> <p>Thank you for your continued support. Sincerely, Cheryl Martin, FCCF Board President</p>
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	<p>2. <u>Rodeo, Entertainment, Beer Garden:</u> Rodeo: George spoke that the purse is at \$3,500/event. We aren't sure on the official start time of the rodeo for each day. Looking at an intermission show of calf scramble and/or mutton busting. Shari submitted the Rodeo approval form to the NPRA. It is on their website so its early enough to get attention of people for them to put it on the calendar, especially with the purse being at \$3,500. George said that the Rodeo committee made a recommendation to add \$1 to the ticket price increase for the Fair for the rodeo that would go back into the general fund. Next Rodeo Committee Meeting March 6, 6pm at the Fair Kitchen.</p> <p>Beer Garden: Laurie Davies spoke that the beer garden committee hasn't met in a while, waiting for the RFP to be released from the Prosecutor's office. Laurie gave everyone a handout from the Liquor and Cannabis Board of what is required. Wants everyone to look at it and come back with questions at the next meeting about it. The RFP hasn't been signed yet so that hasn't gone out. They will meet soon and make an official recommendation on that. We want to make sure that everything is great because if something goes wrong it will come back on the Clallam County Fair.</p> <p>Bob Clark comments: When he first joined the Fair Board organizations took over the kitchen for the full time of the Fair. It was difficult to find an organization to take over the kitchen that is why he made the original motion to change it to the Fair taking over the kitchen and use the proceeds to improve the Fair. It only takes 9 people to run a shift so we need to remember that when looking for volunteers. Carol said we will need to make absolutely sure we have enough volunteers to keep the kitchen going, if we do not then we won't be able to have a kitchen this year.</p>
<p>Unfinished Business</p>	<p>None.</p>
<p>New Business</p>	<p>1. <u>Superintendent Unopposed Positions and Open Positions</u> Shari said we have two applications at the moment. Lewis Bennett was the photography department during 2022 Fair with very short notice. He did a very nice job with it being in the Annex last year. Mary Sue French has applied for the Home Arts position. She ran that department at the 2022 Fair. Bob Clark motioned to accept both applications for Superintendents positions, Lewis Bennett for Photography & Mary Sue French for Home Arts. LaDona seconded. Passed.</p>

	<p>Cat superintendent going forward will be resigning. Need Hobbies & Crafts as well as Poultry Barn. Shari is going to reach out to Mary Sue French who owns Cabled Fiber & Yarn to see if she knows someone who would like to help out with that job. Unanimous passed.</p> <p>Other Note: Don Edwards asked when/if Shari will be at the fairgrounds office getting closer to Fair. Currently the Fair office is closed for business, and by appointment only as long as she is at the courthouse. Angie Bronson works 15 hours a week on Monday, Thursday and Friday mornings. Appointments are still necessary. This makes it difficult for people who do not know that information. Example: people who want to rent the fairgrounds or a building. Most people who are doing business at the fairgrounds want to see people at the fairgrounds. This will be a huge issue when people want to come get their RV's, boats, etc. and they need to pay their balance, inspections, etc. Bob Clark refers people constantly to the Fair office when they are asking about doing something out here. Don Edwards would like to put an item on the Agenda for the April meeting to get further clarification on this issue.</p>
<p>Staff Reports</p>	<p>Manager's Report: Shari Ioffrida:</p> <p>Sponsorship: Shari reported that we are continually working on Fair Sponsorship. George Winn met with Tractor Supply. She said George and I are going to meet with Les Schwab (new manager in PA store) regarding covering the Rodeo Barrels and our green trash cans throughout the fairgrounds. Coastal Farm & Ranch is locked in, sponsoring 6 barns, offering free buckets to the 4-Hers and FFA kids, and printing Stall Cards and PNWJLA Livestock Auction Cards. Laurie mailed out "save the date" postcards to 2022 sponsors and potential new sponsors. Shari met twice with Swire Coca-Cola to discuss signing an Exclusive Beverage Agreement. They are sponsoring Kids' Day – money and a blow up PowerAde soccer or football goal, and/or basketball hoop, drinks for the Hospitality House, special banners with the 2023 Fair Logo, and other things, like recycling bins.</p> <p>WSDA Annual Report / Fair Fund: Shari noted that she submitted the WSDA Annual Report in February and we should hear about the Fair Fund dollar amount in April or May.</p> <p>KONP Home & Lifestyle Show: Shari said that she and Laurie are "manning" the Fair Booth at the KONP Home & Lifestyle Show which will be held on March 18 and 19 at the PA High School. (This</p>

	<p>year our booth will be in the next row over, pretty much behind the one we've had in the past.) She said it includes free ads.</p> <p>Upcoming Events: PNWJLA Meeting, Quality Assurance Class, and Animal Weigh In; various (7) 4-H club meetings; and a Clallam County Republican Event. We have a Rodeo Committee meeting on March 6.</p>
<p>Other Items</p>	<ol style="list-style-type: none"> 1. Youth Grange Fit & Show at the 2023 Fair: Carol Johnson had a question for Karalynn Adolphsen – what is required for the Youth Grange to show at the Fair? She said they can use the same judge, but they cannot show against each other. Premium books would need to say 4-H/FFA/Youth Grange. The classes would be the same, but they would be judged separately, it is a Memorandum of Understanding. This is because the kids can cross over between 4-H/FFA, but their animals cannot. So the cow that is shown in 4-H cannot be shown in FFA. LaDona asks what is required of their classes. Karalynn answered that requirements for showing are on the Grange website, but they follow the same as 4-H/FFA so they can use the same judge, otherwise they would need to have separate judges. Teresa Beckstrom asked what is reported on the end of year WSDA Fair report that is submitted for the Fair Fund money that we get. Shari said it is Open, 4-H, and FFA, currently there is no option for Youth Grange. Melanie Greer asked if there has been any movement on the state fair level. If the state doesn't and they change the rules, when they do, will we have to change our rules to match. Currently, no. Tom Gwin is the representative at the state level and had a meeting about it but Karalynn hasn't heard what the results of that were yet. LaDona asked what the ribbon situation is like. Karalynn said they can be ordered through the Grange for those. 2. T-shirts and Items for Kids' Day Goodie Bags – Sponsor(s): PUD Sponsors the Goodie Bags. Shari is getting more booklets because they run out quickly in the morning. Which makes it hard to fill out and turn in to Sylvia at the information booth for the goodie bag prize. "811 Call Before You Dig" is sponsoring shirts for the kids with the Fair logo on one side & their logo on the other side. Shari is deciding what sizes and how they will be administered to the kids. 3. Tentative Fair Admission Increase: Proposing to raise the dollar amounts to cover the cost of the the credit card processing fees. These higher prices would be paid by everyone, even if they paid cash. When does the pre-season end? It should extend until the day before the Fair. Bob Clark asked if there is a family discount and why there

	<p>isn't. It is the issue of figuring out who is part of the family. What about a discount for a food drive? We are also proposing doing an active military & veteran with ID discount. Question if the Fair gets money from the county tax dollars to operate and help offset the cost of the Fair. The Fair does have line items in the county budget for some items that are fairground items but we also get money from the WSDA and grants from the state. LaDona motioned to add a family pass (2 adults, 2 kids (one of each age)) for pre-season sale with a 20% discount for pre-season to the draft copy to present in April. George Winn seconded.</p> <p>4. Bob Clark: Resignation letter after 26 years on the Fair Board since 1996 representing the Grange. He made everyone tear up from his walk down memory lane. He will be missed greatly by all. We thanked him for his longtime support and service of our Fair.</p>
<p>Public Comments on Non-Agenda Items</p>	<p>Laurie Davies says it is imperative to get Shari back on the Fairgrounds full time in the office. People do not want to go to the courthouse to do Fair business. It looks really bad on the Fair for it to be closed when people don't know that. The phones don't always transfer to her. And it overall makes the Fair look bad when there is no one here to help people when they need it.</p>
<p>Adjournment</p>	<p>Bob Clark moved that the meeting be adjourned. Seconded by Don Edwards. Vote was unanimous. Meeting adjourned at 7:48 pm.</p>

Respectfully submitted,

Megan Bekkevar
 Secretary