



Southwest Washington Fair Advisory Commission Meeting Minutes

May 2, 2017

I. Call to order

John Lucas called to order the regular meeting of the Southwest Washington Fair Advisory Commission at 6:00 PM on May 2, 2017 at the Fair Office Conference Room.

II. Roll call

The following Commission members were present: Todd Mason, Daryl Lund, Jen Slep, and John Lucas.

Commission Members Absent: Kendra Meek, Linda Tomasheck.

Others Present: Tamara Hayes, Patrick Slusher, and Steve Walton.

III. Approval of minutes from last meeting

Todd Mason made a motion to approve March minutes, **Motion Passed.**

IV. Public Comment

V. Announcements

- a) Julie Balmelli-Powe stepped down from Chair.
- b) John Lucas – completed 7 years with Fair Commission and is stepping down.
- c) Fair Association Meeting: May 9th, 2017 6PM
- d) Open Invite: May 15th, 2017 at 6PM – Youth Leadership Meeting – Fair Office
- e) Both Livestock Committee and the Fair Association are working on getting their 501(c)(3)'s
- f) Interim elections for the Fair Advisory Commission



VI. Business Items

- a.) Create books of By-Laws, Rules, Minutes, Etc. for each Fair Commissioner.
- b.) No resolution for new By Laws for Fair Commission
- b.) Fair ticket prices 2017 – Proposed Vs. 2016 Prices. 2016 Prices were lowered, Restore all ticket prices to 2015 prices EXCEPT for Youth Exhibitor's at \$2.00.
- c.) Motion to Return Ticket Prices to 2015 Pricing. **Motion Passed**
- d.) Motion to keep Youth Exhibitor tickets at \$2.00 for 2017. **Motion Passed**
- e.) Restructure Fair Commission and their goals, roles, create committees, come up with a work plan.
- f.) How to direct the community back to us – Speak at Rotary, Granges – Move meetings to Historical Building to allow for more space for public attendance
- g.) Put together general outlines of a committee structure, Retreat to create a work plan.
- h.) Motion to plan a Retreat ASAP – **Motion Passed**
- i.) Opening Ceremonies – Move back to a traditional opening ceremony instead of 6PM.
- j.) “Sponsor of the Year” “Volunteer of the Year” – Decide in July

VII. Facilities Report

No Facility Report – Doug Carey Absent.

VIII. Manager's Report

- a.) Approved for Sierra Pacific Grant for the South Stage floor
- b.) City of Centralia Lodging Tax grant - \$5000 – For Garlic Fest Marketing
- c.) Country Chicks will have small show at Garlic Fest – Half of Grandstand
- d.) 80% Returning vendors for Garlic Fest
- e.) Motion to change the name from Southwest Washington Fair and Expo Center to Southwest Washington Fairgrounds / Garlic Fest – **Motion Passed**



- f.) Showworks – New software for exhibitors online, Market Sale Committee will have access to it as well.
- g.) Showworks – Getting Libraries, Senior Centers, and Community Centers involved for computer use for exhibitors that don't have a computer. "Fair Computer" at Library, post directions at station.
- h.) Interim Events 67 Confirmed, 99K in Revenue
- i.) Sponsorships: Updated Sponsorship print out. List of all sponsorship packages.
- j.) Sponsorships: Les Schwab – 75K naming rights for Fairgrounds, 5 year commitment, 75K annually, In Consideration.
- k.) Organize a group of surveyors, volunteers to collect Fair demographics.
- l.) Daryl to look into Klaber Beer – Dicks Brewing
- m.) Motion to close Brick Project and use the bricks that have been sold around the flag pole. **Motion Passed.**

IX. Entertainment Report

- a.) Expanding Read & Win Program – Timberland Library System, 7,000 Tickets, Cowlitz County Library System, 3 so far.
- b.) Vendors – 50% return so far, How to seek out new ones.
- c.) Generate better relations to get vendors – Chamber, Ports, etc
- d.) Alpaca Association – New Vendor
- e.) How to sell the "\$10.00 all inclusive admission ticket" – What you get for \$10..
- f.) Garage Sale – over 3000 Attended – Just shy of 300 Vendors.



X. Elections

a.) Jen Slemm Elected to Interim Chair

b.) Daryl Lund Elected to Vice Chair

John Lucas adjourned the meeting at 7:40PM

Minutes submitted by: Aimee Gerard

Minutes approved by: [Name]