

**FAIRGROUNDS ADVISORY COMMITTEE**

Held at Coffman Building, Fairgrounds, 819 Camano Ave, Langley WA

Wednesday, June 30, 2021 at 3:00 p.m.

**AGENDA**

**Meeting Agenda Approval**

**May 21, 2021 Meeting Minutes Approval**

**Port Update**

**Fairgrounds Update**

**General Discussion**

- Other/Roundtable

**Old Business**

- Dedication/plaques on buildings or facility
- Signage on Antique Barn
- Changes to By-Laws and Charter

**New Business**

- New day/time for FAC meetings
- Elect Vice-Chair and Secretary

**Action Items**

- Review current list of concerns/action items/top priorities to Commissioners
- Any formal correspondence to Port Commissioners
- Other

# Fairgrounds Advisory Committee Meeting Minutes

## Wednesday, June 30, 2021

@Coffman Building 819 Camano Ave, Langley, WA 98260

### In Attendance

Gary Gabelein  
Gwendy Hastings  
Inge Morascini  
Virginia Keck  
Darlene Baldwin  
Stan Reeves  
Bryon Midkiff

### Organization

South Whidbey Historical Society, Chair  
At-Large  
Langley Chamber of Commerce  
Island County Fair Association  
City of Langley – non voting  
Port of South Whidbey – non voting  
Fairgrounds Director (POSW) – non voting

### Not In Attendance:

Commissioner Bacon	Island County – non voting
Sharon Edwards	WWGA
Adam Fawcett	Tenants
Daniel McCarty	4-H

**Meeting called to order** at 3:10 pm. by Gary Gabelein

### Agenda Approved:

Agenda modified to add additional topics under “New Business”: Revenue potential for Campgrounds and Hourly vs. daily rates for Fairground facilities. Agenda approved as modified; moved by Gwendy Hastings, second by Darlene Baldwin, unanimously approved.

### Minutes Approved:

Minutes of May, 21, 2020 moved by Gwendy Hastings, second by Inge Morascini, unanimously approved.

**Port Update:** Stan Reeves gave a brief report on the current projects/status of the ongoing Port projects throughout the Port District. Fairgrounds budget execution and graphs through May 2021, and the Port’s Executive Director report to the Port Board of Commissioners for the June Port Meeting were distributed. Discussion centered on renovations to the Coffman Building, on-going project to prepare renovation plans for the Fairgrounds restroom facilities, and other Port wide projects

**Fairgrounds Update:** Bryon Midkiff gave a brief report on the current projects/status of the Fairgrounds; operations are primarily focused on preparation for the Whidbey Island Fair. The Grandstand is condemned and will not be available for use during the Fair; goal is to have the Grandstand removed before the next Fair

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event in July 2022. Discussion about preparing "sell sheets" for the various facilities on the Fairgrounds to aid in renting the spaces and on Fair Associations COVID-19 preparations/procedures for executing the Fair.

### General Roundtable:

**South Whidbey Historical Society, Chair:** Nothing to report

**At Large:** Nothing to report

**Fair Association:** Their primary question concerned the Grandstand and when it would be removed; questions essentially answered in the FG Director Report.

### City of Langley:

- Langley Street Dance is scheduled for July 10.
- Mayor Tim resigned. The new Mayor, Scott Chaplin, is on board.
- Ragnar is coming July 9-10. As of June 30, they have not paid for their event permit and the event has not been official approved.

### Langley Chamber of Commerce:

- The Useless Bay Coffee Company store front on Second Street in Langley is available for event rentals (with no on-site food preparation).
- The Friday Market continues to be very successful and the vendors and customers are enjoying the market.
- The Chamber is planning for Harvest Fest 1-3 October; does the FAC believe there is interest in holding a Costume Dance in the Pole Building during the Harvest Fest? Let Inge know. Caterers are not interested/available to use the Pole Building like the first year of the event. Finding Food Trucks to support the event is proving difficult and they are exploring the idea of having hay rides through downtown from the Fairgrounds during the event.
- Businesses are quickly springing back to life now that restrictions are lifted; employee shortages are still a big issue and the prime factor that businesses are struggling to operate at 100% capacity.

**Island County:** Not Present

**WWGA:** Not Present

**Tenants:** Not Present

**4H:** Not Present

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## Old Business:

**Signage:** This issue was settled to the satisfaction of the Historical Society by the Fair Association.

**Dedication/plaques on buildings or facility:** This topic was the subject of considerable conversation. Highlights include:

- Size of the plaque will be 18"x24" and have capacity for 36 name plates.
- Wording on the plaques is still to be determined; a final "wording" example will be disseminated via email to the FAC members for discussion/approval at the August meeting.

**Changes to By-Laws and Charter:** Before changes are finalized, a decision is required on a permanent day/time for monthly meetings. The FAC will experiment with a meeting time in the late afternoon/early evening to see if attendance increases before a final change is approved.

## New Business:

**New day/time for FAC meetings:** The FAC will experiment with a meeting time in the late afternoon/early evening to see if attendance increases before a final change is approved.

**Elect Vice-Chair and Secretary:** This issue is deferred until the August meeting

**Revenue potential for Campgrounds:** A suggestion was made by Inge that the Port determine the maximum revenue potential for the Campgrounds (if all spaces filled and all campers paying the "with utilities rate") in order to have an accurate comparison for financial performance; and to possibly generate a figure for leasing the entire Campground for periods of time.

**Hourly vs. daily rates for Fairground facilities:** Inge suggested that the Port generate rate sheets with hourly/daily/monthly rental rates for all the facilities on the Fairgrounds. "Sell sheets" like that would be very helpful in marketing the various facilities.

**Meeting adjourned at 4:49 pm**

**Next meeting:** Wednesday, 5:30 pm, August 18, 2021