

**Oregon Country Fair Board of Directors' Meeting  
April 5, 2010, 7:10pm at the EWEB Community Room**

**Board members present:** Diane Albino, John "Chewie" Burgess (time keeper), Katie Cousins, Paxton Hoag, Lara Howe, Jack Makarchek, Deane Morrow, Jon Pincus (alternate), Indigo Ronlov (facilitator), Anna Scott, Lawrence "LT" Taylor, Jon Silvermoon (alternate)

**Agenda Review**

**Old business:** Donation requests from MECCA for the 2010 Earth Day Celebration, from the Bethel Indian Education Program, from DIVA for the Open Studios Art Tour, and from SASS for their V-Day 2010; Capital Project budget changes; approval of juried Logo items; appointment of Rachael Burr to the LUMP committee (Chewie); Grievance Policy clarifications (Paxton); new public path Board approval policy (Paxton); Sound Task Force resolution (Chewie, Lara); Procurement policy (Jon S); 2011 discontinuation of Barter Fair (Lara); Barter Fair cash sale prohibition (Jon S)

**Tabled business:** budget issues for mycoremediation (Anna) and for Path Planning contingency (Chewie); donation request from Elmira High School

**New Business:** Donation requests from Centro LatinoAmericano (Jon P), from McKenzie River Trust (Chewie), from the Lane County Historical Museum (Katie), and for the Lane County Extension Service (Deane); PPPM revisions (Katie); approval of temporary check signers; appointment of Judy Scott as Water Crew interim co-coordinator (Paxton).

**Deane moved, LT seconded, to move the Lane County Extension donation item from new to old business.**

Grumpy- This needs a legal review for the political aspect. Chewie- Questioned if there was a time issue; would support the donation. Deane- Acknowledged David Hoffman (Community Village) who said there is a political guideline and noted extension is a spring activity. Katie- This doesn't seem urgent; is not in favor of moving to old business. Jon P- Supports the motion. The motion failed: 2-8 (Chewie, Lara, Katie, Indigo, LT, Paxton, Diane, Jack opposed)

Marcus- Asked the Board to consider moving the Lane County Historical Museum donation request to old business for publicity purposes. The Board did not act.

**Chewie moved, LT seconded, to move the appointment of Judy Scott as Water Crew interim co-coordinator from new to old business.**

Chewie- Expressed concern about the recent resignation of Lisa Parker and the importance of a timely appointment to assure proper functioning of this important crew. Deane- The lessons from past hurried appointments, such as External Security, should be heeded. Paxton- The resignation includes a recommended replacement; the candidate is present; this could move to old business. Katie- The candidate's presence is not necessary and the policy is to let the membership know the identity of the candidate. There is time to offer support or objection. The efficient functioning of the crew due to a delay to next month is a concern. Judy Scott- The crew will keep working to get trucks, drivers and permits arranged. A short delay is not a problem. LT- Noted that water is second only to air in importance. This is for an interim position. Hard cases make bad law. Chewie- Lisa is resigning but supportive, Renae and Tim are supportive and Judy has experience. Charlie R- Operations supports this appointment. Marcus- This candidate's wisdom and experience is important now. Indigo and Jack- Confirmed that a delayed appointment won't cause trouble. The motion failed 5-5 (Katie, Anna, Jack, Indigo, Deane opposed)

**Donation Requests**

**Diane moved, Lara seconded, to donate \$500 to the Earth Day steering committee.**

Diane- Described the event, the involvement of EWEB and other groups, and mentioned the EWEB plaza location, the films and education, and the Procession of All Species. Jon S- The donation budget is being used too quickly and will soon be depleted or will go over. He asked for a friendly amendment to reduce the amount to \$400. Diane- Declined saying a donation reduction would be more appropriate with a larger request. The motion passed 10-0.

**Indigo moved, Chewie seconded, to donate \$1000 to the Bethel Indian Education Program.**

Aleta Miller (internal security)- The donation will be used for regalia, for a drum and for drum accessories. The separation of the program from 4J, two years ago, did not include any

resources; all the available funding since then has been used just for education. The program would benefit from a drum and other cultural items. The program is active with other related programs and involves both kids and parents, especially the "urban Indians" who usually have very limited cultural connections. Grumpy- Questioned funding cooking materials and suggested donating \$500 for a drum. Marcus- Verified, with Aleta, the cost of a drum and accessories would be about \$500 and mentioned a feeling of sadness at the need for this donation. LT- Noting his family connection with Indian education and tribal membership and noting his Bethel attendance many years ago, he indicated his delight to be able to support this motion. Deane- The request includes equipment and regalia making materials, but could the cooking materials be sourced elsewhere? Chewie- Support by this Board and past Boards has been consistent and ongoing for Native American donation requests. Lara- This is a good place for donation dollars. Noting concerns about the budget she asked for a friendly amendment to change the amount to \$500. Indigo declined. **Jon S moved, Lara seconded, to amend the motion to \$500.** Joseph- This year's Fair is expected to do well; with the general decline of other support sources and options, the Fair may need to pitch in more. David Hoffman- Donating to local needs like this should receive more support than distant requests. Marcus- Present times are difficult but the Fair is able to give; increased giving by the Fair may cause some operation difficulties but is worthwhile at this time; the giving budget should be doubled. Indigo- The land occupied by the Fair has a long history of native use. Regalia and a drum are both important so the amount should not be reduced. Lara- Withdrew her second; the amendment failed. Jon P- Acknowledged the native history of the land. He supports the original motion, suggests the applicants be allowed to determine how the funds are used and noted the Fair uses cooking equipment. Jack- Quoted from a pamphlet about the Indian Education Act: "In 1972 the Federal government created the Indian Education Act. As Native people, we have all felt the impact of policies that separated our families and attempted to assimilate our culture. This legislation was an acknowledgement that Native American students have unique educational and culturally related needs and that those needs have been denied. The Act established grant funds for the specific cultural and educational needs of Native Students. In 2001, PL107-110 Indian Education was reauthorized as Title VII Part A of the No Child Left Behind Act. As a result, current grant funds are designated to increase academic performance, reduce dropout rates, and increase the number of Native youth who enter higher education. Although the aim of the grant has shifted more towards meeting state educational standards, the districts, with the support of a Parent Committee, will continue to provide tutoring, advocacy, supplies, curriculum development and class preparation. We will continue to work towards finding new and effective ways to support the academic and cultural growth of our Native students." Katie- Supports this educational request and always feels complimented and respected by a request from a Native American group. The Fair is not in danger of giving too much money. Anna- Favors this motion and has new insight regarding how the Board reliably gives to certain types of requests. Jon S- Supports this request. He asked for a new business item to increase the Board donation budget to \$40,000 to reflect the current rate of giving. Diane- Suggested the program approach the Confederated Tribes of Grande Ronde and the Coquille Tribe. Jon S- Suggested asking the Cow Creek Band for support. LT- Noting the comment about the urban Indian cultural disconnection feels the issue applies to all urban dwellers. Paxton- This could be a new opportunity for the Fair to help a new gathering develop and grow. The motion passed 10-0.

Steve Remington, director for the Earth Day event, apologized for a late arrival and thanked the Board and the Fair for the donation.

Jon P invited Mary Unruh, with DIVA, to speak. She indicated their recent grants have declined and have stopped so they are looking for a new sponsor. The Open Studio Art Tour helps the public visit the artists in their studios in order to promote art education and connections. The funds are for costs of printing and promotion. The sponsorship amount requested is \$3000. **Jon P moved, Deane seconded, to donate \$500 to the Open Studios Art Tour project.**

Paxton- The Board is not in a position to underwrite. Deane- Our typical donation levels are less than \$3000. Anna- Money for paper and printing costs are not as sustainable as education. Chewie- Credit card processing is not a kind way to transact so this aspect is difficult to support. Mary responded saying it is a DIVA service is to help the artists with their transactions. Chewie- Outreach to art outside of Veneta is a positive aspect for the Fair and there are probably some

Fair artists involved. Other Fair giving programs should be investigated. Lara- Inquired if there is a membership; received an affirmation and **requested this be funded as a Board membership.** Jon P- Agreed to the friendly amendment. The motion, as amended to a Board membership, passed 10-0.

**Indigo moved, Lara seconded, to donate \$250 to SASS for the performance of the Vagina Monologues.**

Jessica, a coordinator, and Mekaila, cast member- The money will be used to help put on this fundraising event as a sponsor. This event was adopted by SASS when the UO dropped it. The performance is regarded as a signature event for SASS. It tells many kinds of women's stories and helps promote the programs that provide assistance for many in need. Grumpy- Verified the publicity will still get completed within the few days remaining before the production. Joseph- Suggested a larger donation amount. LT- Expressed sadness because this is needed. Anna- Expressed her thanks for asking and her happiness to support. Chewie- Indicated he will match this donation with money from another non-profit, saying SASS and this program are awesome and essential for our community. He asked for **a friendly amendment to raise the amount to \$500.** Indigo and Lara agreed. Jon P- Supports the amendment and the motion. The motion passed 9-1 (Katie opposed).

#### **Announcements**

Path Planning needs a scribe to record their meeting minutes. The meetings are the 13th day following the regular Board meeting each month. Please contact pathplanning@oregoncountryfair.org. (Deane)

The Spring Fling is May 1st at 7:00pm the WOW Hall. (norma)

The spring highway pick-up is on Sunday, April 18th. (Steve)

The 3rd annual Blessing of the Water will happen at EWEB plaza with Grandma Aggie on April 25, 2:30pm. (Aleta)

A presentation on the Romany Victims of the Holocaust will take place on April 14th at the browsing room at Knight Library. (Joseph)

The Camping workshop was attended by about 75 members and meeting summaries are being finished up. (Chewie)

A Path Planning Design Charrette will be held on 1644 High Street (Eugene Garden Club) on April 18th. (Chewie) Lunch will be served and RSVP is required. (norma) Everyone is encouraged to attend this Design Charrette. (Jon P)

The Master Gardeners will hold a plant sale at the Lane County Fairgrounds on April 24th. (David Hoffman)

#### **Approval of minutes**

**Indigo moved, Lara seconded, to approve the minutes of the March 1st meeting of the Board of Directors.** The motion passed 10-0 (Jon S voted in Chewie's absence)

#### **Member input**

David Hoffman (Community Village) - The Extension Service has been represented in the Community Village since 1983. Funding for the Extension Service runs out in June. Extension compliments Eugene Permaculture and Tilth in helping people know how to grow food. There are legalities about non-profit donations and there should be a way for the Fair to donate.

"Savelaneextension.com" is a website where individuals can make donations. Fair support (i.e. hippie financial support) for the aggies at OSU would be a publicity coup. Jon P- Agreed with David's comments. A lot of folks out in Veneta and other rural communities depend on the Extension Service. The legality of donating to a ballot measure will require some evaluation.

Jen-Lin- Passed out low fat, low sugar, chocolate chip peanut butter cookies for bake sale fundraising for the Culture Jam scholarship. "Take a cookie; put some money in the envelope."

Jonathan- Reflecting on the money questions about donations said pre-Fair kitchen struggles to serve good food and has to purchase low cost food that is not high quality. Before increasing the donations, we should consider our need to eat well in order to perform well. LT- This is about living our values.

#### **Staff Reports**

**Executive Director:** Marcus- If you notice my hair and beard growing, its Diane's fault. Remember when she said "we'll make a hippie out of Marcus yet!" Marcus attended the last Path Planning meeting and the said preparations for the charrette are impressive. One dynamic will be

how well people express their views with each other. The possibility of on-line election participation was discussed in a meeting with Heidi Doscher (membership secretary). Noting how the synchronicity of life can surprise you, he received an on-line ballot from REI illustrating the reality of voting using the internet. A proposal will be forthcoming. His detailed written Board report follows.

**Operations & Administration:** *Most every other operational matter has taken a back seat this month to the unique challenge of strategizing around the real potential of losing all or part of our partnership with Lane Transportation District. Charlie and I have been working very hard on this issue, simultaneously moving forward numerous strategies to maintain a partnership with LTD, while implementing alternative transportation scenarios to ensure we can offer free shuttles for our guests to get to the Fair.*

*Charlie Ruff has been an amazing partner throughout this process in assessing legal, political and logistical strategies. I have been calling and interviewing legal counsels of transit agencies across the country, tracking down and getting advice from top-notch lawyers in Transit Law, researching the Federal Docket on cases related to our issues, and reading these cases and identifying options for us. Charlie and I will keep you posted as new developments arise.*

**Reports to Coordinators:** *Each month from this point forward I will be sending these Board Reports directly to our Coordinators via e-mail. Our volunteers are truly the hardest working, most committed and creative volunteers I have ever had the pleasure to support. I want them to know what their Executive Director is doing to support all their hard work and to create a successful environment for all of us.*

**Website Project:** *On hold until our charter service situation is figured out. Although I have completed a review of a Master Agreement and the Scope of Work document for this project, we must delay its implementation contingent to what happens with our charter service. We do not have the staff capacity to implement these two very large projects simultaneously – and protecting the Fair takes priority.*

**Membership and Elections:** *Heidi Doscher and I met on March 26th to review last year's Fair Family Get Out The Vote efforts and begin planning for this year's effort. We identified a couple of areas where improvements might be made. These centered around prioritizing quality of information on new registration forms over the number of registrations; essentially moving slower, if need be, to ensure the information we get is accurate.*

*Looking toward the future, we also hypothesized and discussed what our membership and elections process might look like in future years when we have a new website and membership information system.*

**Vision Action Committee:** *I think I wrote this in the last Board Report, but Kat has amazed me again with the speed and accuracy in which she accomplishes work for the Vision Action Committee. She has really kept us on task and supported all of us so well.*

*We are currently collecting information to produce an annual State of the Vision report which is meant to be a "snap shot" of what is and is not happening in the Fair related to progress toward the 9 Goals of the Vision Quest. We would like to document such efforts, track them, and then find ways to support ones that solidly address one or more of the 9 Goals.*

*To accomplish this, we have placed all the Fair's committees and crews onto one contact list and assigned each VAC member an equal portion of crews/committees to contact. If you are a Coordinator or sit on a committee, you will soon be contacted by a member of the VAC.*

*Once we have collected and summarized all of this information and feel confident we really have the big picture, we will begin devising strategies to address any goals that are not being address.*

**Youth Leadership Committee:** *After a short hiatus of a few months, we have now re-energized the Youth Leadership Committee. We have new positive energy from the addition of new volunteers such as Jenny Stern-Carusone, Program Director at Committed Partners for Youth/Big Brothers Big Sisters of Lane County.*

*We have reaffirmed with everyone on the committee that we are headed in the direction we want to go; namely completing the survey work we are about half way through. This is important work because the original survey by the Mayor's Task Force resulted in a tax levy that allowed the City Recreation program to partner with OCF Culture Jam and provide scholarships. City Recreation has increased diversity at Culture Jam through the scholarships in helps provide.*

We also reaffirmed our goal of initiating a massive outreach effort to youth to get their ideas on what services should exist for youth and what would make a difference in their lives. I have contacted PPPM program at the UO and discussed a strategy to recruit an intern able to conduct a statistical summary, as well as help administer a survey to youth in the fall.

A very big thank you goes to youth leadership committee volunteer Liora Sponko for collecting and providing me with information on the PPPM internship opportunities. A decision was made to initiate a process with the PPPM graduate program and try to get one intern for both summer and fall terms. We are looking for an option for a stipend to encourage an intern and provide incentive for a higher level work. Summer start date would be approximately June 1. Back up plan is to post an announcement with the UO Career Center for an undergrad intern. We will also explore getting HS interns as supplemental support resources.

**Personnel:** Grievance Process Status: A reminder that applications to be considered for the volunteer Grievance Administrator position are due by 5:00pm, April 30th.

While the Grievance Administrator will not mediate or arbitrate any cases him/herself, those sending in Letters of Interest would ideally have a background in Conflict Resolution and understand the differences among various kinds of conflict resolution techniques. Some personal qualities which would suit a person well in this position are being highly organized and detail-oriented, having good listening skills and a non-judgmental attitude and someone who can solidly serve as a third party.

Anyone interested should read the full announcement in the March Issue of Fair Family News for more details. Letters of Interest should be sent directly to Marcus Hinz, Executive Director at [ed@oregoncountryfair.org](mailto:ed@oregoncountryfair.org) and/or to 442 Lawrence Street Eugene, Oregon 97401 I expect to present all Letters of Interest received to the OCF Board of Directors for consideration at the May Board Meeting.

**Insurance for Jeff Johnson:** As of April 1st Jeff Johnson will be eligible to apply for both medical and dental coverage. I will continue to work one-on-one with him through the application process, present and explain the benefits to him and also ensure he knows how to get access to those benefits.

**Site Capacity Review:** At our very first Site Staff capacity meeting on March 5th we had a wonderful and engaged discussion. We reviewed all the work that our Site Staff accomplishes over the course of the year, and began jotting down general categories of work. Examples are categories such as: Security Presence, Stewardship, Maintenance, Volunteers, Management, Community Relations, Planning, Continuity. At our next meeting on April 2nd, we will continue the process of breaking these general categories down into more action-oriented components. The final stage will be to again break these down into specific tasks and then begin comparing these to what we have listed on job descriptions. In this way, we will be able to determine if job descriptions are still accurate and assess if any adjustments need to be made. This process will also help us determine what Site Staff capacity is in relation to expected additional work loads in the future.

**Regular All Staff Meetings:** We have scheduled regular All Staff meetings every first Friday of the month out at the Fair Site. Not only is it a great opportunity for all staff to collectively share any concerns about the workplace and their workloads, it is also a super opportunity for myself and Town Staff to visit and stay connected with the Fair site.

Overall, top priorities for these meetings are ensuring we work efficiently in completing our job assignments, that we are using Fair resources as frugally and wisely as possible, to make sure our individual roles remain connected to each other and the big picture and that we are all communicating well with each other.

**Financial, Budgets, Fund Raising:** Financial Review: Hilary, Norma and I have begun the process of gathering needed information to complete year-end taxes and gear up for our annual review. Jones and Roth has been selected to complete our 990 and annual review. Although we are not doing a full audit this year, a review will still be a substantial bit of work to pull together. Unlike last year, we should be able to finish these tasks well before the Fair starts and hopefully even before our pre-fair responsibilities become most intense.

**Public Relations, Media, Marketing:** Green Building Workshop: On March 12th I attended a workshop entitled Green Building Design and Operations: Benefits, Strategies and Resources. The most impressive idea to me in this workshop was the development of "Conceptual

Frameworks," such as the Living Building conceptual framework, paralleling specific industry standards like LEED. I would encourage everyone to check out this Living Building conceptual framework and the Living Building Challenge at <http://ilbi.org/> which is an international competition to create living buildings.

Overall, the workshop provided the business, environmental, and practical rationale for pursuing green strategies on all types of building projects, from tenant remodel to new construction. We got an overview of the ever increasingly complex green building industry in order to be able to ask the right questions and make sound decisions on projects.

City of Eugene, Outdoor Recreation: Met with Amiee Goglia from the River House Outdoor Program for an exploratory conversation about a partnership between the Fair and the City on offering outdoor recreation opportunities to Eugene residents. Most of the conversation centered upon day trips and outings for children on such topics as flowers, trees and frogs. Amiee seemed very excited to work on a partnership and see if we can't get something in their outdoor recreation program for fall. We agreed to take a site visit and connect with Steve, the Site Manager.

Exit Poll Survey Analysis: A meeting has been scheduled with Chewie and Indigo for March 31st to begin exploring ways the Exit Poll data can be useful for us. My suggestion is that I see our role as gathering strategic-oriented questions and identifying possible answers for them. This is the nexus of operations and policy. It is a great opportunity for operations and the Board to work together and form a cohesive strategy.

2010 Fair Advertising Planning: The media team has had its final meeting with Paradise Media, which submitted its proposal for this year's Fair advertising plan (Please see attached report). Note: This plan is what was always in Kevin's head!!!! WOW!

This plan was presented to our media team, which absolutely loved it but which will make some adjustments to it before it is implemented. I would like to extend a great deal of gratitude to James Bateman from the Eugene Weekly for helping us through this transition. He assures me that next year the Media Team can produce the same concise, written report as Paradise produced this year. Either way, you as the Board can expect to have a similar report every year moving forward, as I feel it is important for you to know where and how our marketing dollars are being spent.

Cable Access Videos: Bob Nisbet has submitted to me three additional Spoken Word performances on CDs for approval to be aired on Portland/Tualitan and Eugene area public access stations. These are Team Organic 2009, Bruce Lipton and Nicki Scully 2009, and Bruce Lipton and Steve Bhaerman 2009. They will be aired sometime in July, August or September.

Readers Choice, Eugene Weekly: I learned through Paradise Media that the Fair has received 2nd place in the "Favorite place to People Watch" category of the Eugene Weekly Reader's Choice. There will be a special publication that will be printed on April 10, announcing the first through third place finishers!!

Media Collection Team: Paxton and I have teamed up to launch the Fair's new Media Collection Team. As a reminder, this team will work directly with the Executive Director to acquire all forms of media to support the Fair's marketing, public relations and fund raising needs. Soon Paxton and I will be sitting down to draft out a plan to create this team.

Social Media Team: Norma and I organized a meeting on March 24th for what will be our initial Social Media Team. For now, our team will consist of Norma Sax, Jessyca Lewis, Sara Rich and myself. This team will lay out the structure, function and purpose of our social media effort. Monica Shovlin of the Ulum Group has provided us with examples of other festival social media efforts, such as Burning Man, Bumbershoot, High Sierra Music Festival, Earthdance, Summerfest, and Faerieworlds Festival.

So far, we have determined the need to develop an annual calendar of announcements for items of interest to the general public. Jessyca Lewis had a fabulous idea of developing a game of Fair Trivia for Face Booker's that highlight historical and cultural aspects of the Fair. Thank you Jessyca!! We all agreed that Norma would be a perfect person to pull such questions together.

You should know that our efforts have already secured immediate success in raising our Facebook Fans over the past two weeks from roughly 2,500 Fans to over 3,500 fans! Go Social Media Team!!

**Contracts:** *New Vendor Contract: I have completed the development of a new contract for all our vendors who produce our inventory; especially our security/control type inventory. Built into this contract are very clear procedures as well as penalties to protect against the over production, counterfeiting and distribution of our inventory.*

*Andy Strickland Lease: as we all know, the Art Barn has slowly become an important part of fair-time operations, supporting the work of volunteers, crews and artists. Andy and I have been meeting to discuss formalizing this relationship with a contract and getting this space and activity covered under our insurance policies. More details to follow.*

**Operations Manager:** Charlie- This year the Fair will work with a new Sheriff, Doug Osborne, who has replaced Cliff Harold. He said they have met and Charlie believes the same good relationship will continue. The new Fire Chief is Terry Ney, who has replaced Marty Nelson. Marty was a great partner with the Fair. A get acquainted meeting to introduce Terry Ney to the Fair is planned. The ticket contract for the year is finishing up and an on-line presale is planned.

**Site Manager:** Steve- Announced, unfortunately, the West Lane News closed up several months ago - a typical story of a small rural newspaper encountering economic difficulties. On site, a few weeks ago, there was grass mowing and folks working in tee-shirts. More recently, winter revisited with a lot of rain, some flooding, but only fairly benign erosion. This is the first path flood in two years. Alice's will be very busy with work sessions and retreats coming up. Steve expressed his thanks for the (Kubota) compact wheel loader. The site is beautiful and the flowers are discombobulated due to the weather. Trilliums were already out in February but now there is snow back on the hilltops and it's already Daylight Savings Time. The Delphiniums are out meaning the hummingbirds are back; the Chocolate Lilies are out; Wild Iris can be found. "Springtime is here and it's pretty so come on out."

**Administrative Assistant:** norma- A box of the 2010 Guidelines are here so take a copy. They are also on-line. Preparations for the Spring Fling are underway; the band is Captain Trips and they are great. The Vision Fund grants are have been decided, basic needs was the category. There were 19 applicants, all worthy, which made the decision process difficult. Five were chosen, Florence Food Share, Laurel Hill Center, Relief Nursery, First Place Family Development Center and Womenspace. The Facebook Fan page is growing, now with 3500 fans. norma, speaking for Robin- Culture Jam registration started Thursday and 38 out of 52 spots are already filled. The girls are now waitlisted but there is still room for boys. 2010 is the ninth year for Culture Jam. Thanks to all for helping with this life-changing event.

Steve- Mentioned he always remembers to thank our most faithful site volunteer, David Hoffman, but refrains when he is present at the meeting. "David gets embarrassed and always bugs me about it."

Marcus- Regarding Facebook, with the newest initiatives, norma has gained over 1000 new fans in just the last couple of weeks.

### **Officer Reports**

**Treasurers:** Grumpy- As a reality check, remember these economic times. While the Fair finances are stable, we do have a deficit budget. Regarding food vouchers, there are about 60,000 so if raised by a dollar, that's \$60,000. All it takes is a rainy day, a failed bus plan, or something similar to cause a financial change so be careful and cautious and use good judgment with spending decisions. Hilary- Our budgeting is our strongest tool for our financial success and our careful management with endowments and the rainy day fund and our caution in getting from one Fair to the next shouldn't be overlooked for short term immediate needs. Our stability has come from years of positive cash flow and those funds have brought capital improvements and more property. Strong philanthropy is great but structure and discipline are necessary. Spending down our reserves or changing the way we operate can lead to problems.

Jon S- Asked about the Administrative Assistant Copier cost overrun. Hilary- Any budget overrun should be approved by the Board or authorized by a supervisor.

**President:** Jack- The Fair is not being put on for us. It is for the bigger picture and bigger values. The pain from the act, from sweat equity, builds a strong community and strong family. To dialog, just under cover, "I'm working for a better world, not just a better Fair." Jon's motion is not comfortable. We might be pressed sometime in the future to give more. I live for the day when the Fair can give pertinent to the moment. The donation line item limit is not a worry

because the Board has historically met the line, won't lose site of the bigger picture, and could be pressed to a greater need. Our success is being ready.

### **Committee Reports**

**Path Planning:** *The regular Path Planning meeting scheduled for March 14th was merged with the Board Workshop on Camping that was held at the Hub Yurt on the same date.*

*No regular business was conducted by Path Planning for this month, but the Committee Chair Person gave an outline to the Workshop on what the committee has learned during it's research over the last several years on existing camping issues.*

*There will be a special Path Planning meeting on April 4th on site, probably at the Hub Yurt, to work on preparations for the Design Charrettes Workshop to be held at the Eugene Garden Club on April 18th from 11 AM to 4 PM.*

**Elders:** *This Elders meeting was well attended with nine of the committee members and ten guests in attendance. It is always gratifying to see renewed interest in what the committee is doing.*

*A report was presented on new ideas and inspirations for the fair family to again having a commanding presence in the Eugene Celebration. By planning early it is hoped that more involvement from various groups with in the fair will provide enough people in August to create a spectacular presentation.*

*The Applications sub-committee received and reviewed 28 applications for Elders status and recommended approval for all 28 of them. The Elders Committee approved them and this brings the total of approved Elders to 480.*

*The committee reviewed the documents that explain what the Elders are and how to obtain Elders Status. They have been updated to reflect the current year, but there is still a need to make a better effort to explain so as to avoid misinformation. To this end the committee has added the development of a White Paper on the issue, to the Elder's Retreat agenda for the end of this month.*

*The progress on the next "Time Line Mural" was presented. Materials covering the 1980's has been gathered from many different sources and a compilation of this material will be done over the next week and presented to the design artist who will produce the finished product in time for the 2010 fair.*

*A final review of the Elders Spring Retreat was conducted and the agenda is listed as follows: The Retreat will be held April 24th and 25th at Alice's. Saturday 10 to noon: Still Living Room plans and schedules. 12 to 1 PM: Lunch -pot luck style. 1 to 3 PM: Continue Still Living Room agenda. 3 to 3:30: ½ hour break. 3:30 to 6PM: Budget issues, current and future. 7PM: Dinner and evening entertainment. Sunday 10 to noon: In depth information on a "White Paper" creation. 12 to 1PM: Lunch. 1 to 1:30: Retreat summary. 2 to 5PM: Council of Elders planning meeting on setting up a forum to explore generational transitioning.*

*The next regularly scheduled Committee meeting will be held on April 22nd at the town office at 7 PM.*

Chris Browne- As of the first of April Elder applications are closed for this year's Fair. The number of qualified Elders is 507. Elder's status is conferred when a member applies and is qualified. It does not mean the person must give up a current volunteer position and take an Elder pass.

**Peach Power:** Anna- The next meeting is April 26th, 6pm, 442 Lawrence Street, or via conference call.

**Craft Committee:** Meets the 2nd Wednesday of the month at the office.

**Community Center Committee:** Meets the 4th Monday of the month, upstairs at the office.

### **Old Business**

#### **Budget**

Grumpy- The budget committee recommends adding \$920 for Peach Pit software bringing the total budget for this item to \$1720.

**Lara moved, Chewie seconded, to add \$920 to the Peach Pit software purchase budget.** norma- The original budget (\$800) was based on a special price that became unavailable. Charlie R- The current price is still non-profit discount rate. Chris Browne- The Fair is getting four licenses for the price of one standard copy. David Hoffman- In the past the only

way to get news was to attend the Spring Fling. norma- The software is Adobe Creative Suite. The motion passed 10-0.

Grumpy- Vaudeville applied for two projects. The budget committee is not recommending money for power carts, noted these are provided through communications. The committee is recommending upgrade work on the W. C. Fields stage.

**Chewie moved, Lara seconded, to budget \$1500 for upgrade work on the W. C. Fields stage.** Grumpy- This does not include funds for painting the backdrop. Deane- The stage needs new plywood. The existing deck is not safe. Katie- Will the Construction Crew do the project? Jack- Affirmed. Katie- If the Construction Crew does the work we can be confident it will be done correctly. Jon P- The stage has had problems in the past with the power carts from Communications. Katie- It seems those problems are behind us. Chewie- Based on the stage volunteers asking and a personal bad experience with the stage, the motion has his full support. The motion passed 10-0.

Charlie R- The Board donated \$2000 to the City of Veneta for the pool project recently but the City needs Fair input about how to recognize the contribution. At the \$2000 level, the Peach logo could be on a set of four bricks outside or the Fair could be named on the donor board inside the building. One other option is to donate an additional \$500 and be in both places, on one brick on the outside and on the donor board inside. Placement on both would be nice and a decision should be made tonight. **Jon P moved, Katie seconded, to donate an additional \$500.** Kathy Coulson (crafter) - This is an important gesture for the whole Fern Ridge area. Chewie- The outside placement would be nice since we are an outside organization but inside placement is fine, too. LT- Reflecting on Suzi Prozanski's history in her book helps recall the Fair's progression from pariah, in the 1970's, to a pillar of the community now. Jack- This is an aesthetic question and our high regard for art should drive a discussion about the aesthetics. Charlie R- The inside acknowledgement will probably be pretty nice but is not designed yet. Jack- The extra money gets one brick and that won't compare to a set of four bricks. Diane- Does this mean we need to give the extra for any recognition? Charlie R- The extra is just for the option of doing both. Jack- The brick probably is a paver. There will be quite a few single brick donors. Charlie R- Only one other organization is considering a four brick set. Indigo- Inquired about the locations. Charlie R- That is not clear yet. Deane- The inside donor wall is bigger and preferred. Anna- Even noting the size of four bricks, the donor wall will be more noticeable. The extra \$500 could be used for an art donation next year. Jon P- The inside donor wall is probably more visible. The motion is for the option in support of Charlie R's assessment. Jon S- The inside donor wall is probably more permanent, noting other places that have removed bricks after a few years. Grumpy- The brick recognition will be somewhat hidden among a bunch of other bricks. Marcus- This kind of recognition is much more permanent than many other kinds, such as a name in a weekly magazine or on an agenda or program. A brick will likely last for decades. The motion is a good investment. Chris- All this talk about PR is disappointing. We should be having a good discussion about the cultural advantages of education and diversity and community improvement. Charlie R- Making a four brick set is more costly than the alternatives. The motion passed 7-3 (Anna, Deane, Paxton opposed)

### **Logo Jurying**

LT proposed the Board accept the Craft Inventory recommendation for the six new logo items. Jon S- This new process doesn't include individual Board members, including alternate members, voting for the items. Indigo- There is some confusion. **LT moved, Anna seconded, to accept the Craft Inventory recommendations.** Chewie- The sculpted rattle should be removed. He requested a friendly amendment. LT- Declined to amend unless there is a groundswell of opposition to the item. Jack- Requested a review of the original Board motion. Indigo- The original motion was *to allow the Craft Inventory Committee to present a pre-juried list and samples of logo items to the Board for final approval. All logo items successfully juried five times shall be grandfathered. Grandfathered items will be displayed and will be approved unless the Board votes to rescind grandfathered status.* The Board decided Craft Inventory would pre-jury the items not already grandfathered in for final Board approval. Anna- This is a first time for this new process so Craft Inventory displayed the items that passed the jury and the items that did not pass. Jon S- Last year the Board members voted their preferences and the alternate Board members had equal weight with the regular Board members. The recent motion does not

indicate a change in that part of the process. The intent of that motion was not to force a public discussion around selection of the items. Katie- This motion requires an all or nothing decision and forces her to vote against the motion because, in her opinion, only two items are acceptable. Jon P- This motion should simply be passed in order to move on with other business. Deane- This is a simple "accept or reject" and the process can be changed next year. LT- The motion from last month seems clear, with the exception of the use of the word "committee", and tonight's motion gives final approval. The motion passed 7-3 (Diane, Katie, Chewie opposed)

#### **Appointment**

**Chewie moved, Anna seconded, to appoint Rachel Burr to the Land Use and Management Planning committee.** Joseph- Rachel has been active on the committee for several years. Chris- Rachel is a valuable and effective contributor to the committee. Steve- Rachel brings some valuable outside skills. The motion passed 10-0.

#### **Amplified Sound Resolution**

**Chewie stated, Lara seconded, we resolve that the Board of Directors, in cooperation with Operations, will create and appoint a "Sound Task Force". This task force, in cooperation with management, will be subject to annual review by the Board of Directors in terms of its scope of authority and make up. This task force will report on a semi-annual basis to the Board, and will also direct all recommendations concerning sound issues, i.e. guideline changes and updating the sound processes overall to the Board of Directors. Initially, this task force should consist of 5 individuals, and should include no more than 1 Back-up manager, 1 professional sound person who has experience in working on stages and sound reinforcement at the Oregon Country Fair, a crew staff person from the fair, a wrist banded person not from "staff" and one "at large" wrist banded person.**

**The purpose of this task force is to research, recommend, and provide management for the guidance and oversight of sound issues at the Oregon Country Fair. Remediation of such issues may include, but are not limited to sound corridors, barriers, containment options and permitting for amplified music and events on the Oregon Country Fair site. This task force will work with management and other relevant crews to study and recommend solutions to the Board of Directors regarding sound issues. The scope of research may include the possibility of quiet zones and areas for acoustic only and/or amplified areas within existing developed areas of the Fair. They will advise and work on any and all areas of future development regarding sound issues. The task force will also help management compile and review sound amplification permits, which may include creating a calendar of events with locations, times, and days of approved events to avoid overlap or overbooking in the various areas of the Fair.**

**The main focus of this task force's work will be primarily directed toward the month of main camp, with particular emphasis on the week surrounding the Fair itself including but not limited to Thursday through Monday of the event.** Hilary- A select group of people is good but the tight specifics may cause some trouble with moving ahead. The guideline recommendation aspect was clarified as not being limited to the group. Mark P- A lot of work was required for this resolution and open process is necessary and important. Joseph N- A sound committee is needed but the description is too long. Jonathan- There is great interest among people for working on the committee but zero interest in the enforcement part during the event. The task force needs a crew for policy enforcement. Marcus- A policy on sound exists and the BUMS already enforce the policy. The BUM team and operations should continue that role. The specifications for task force membership may be overly restrictive. Charlie R- This is the product of Board members, management and Operations working in a cooperative way to explore new options and create a body to experience and work through the issues. Chewie- Two and a half weeks of work, with some final work with some key members in the last few days, represents a synthesis of all the recent ideas and comments of the members and the concerns of the Board. The task force will work with Operations and with oversight from the Board. LT- Resolution of this issue, as a family, has not been achieved yet so it is not yet possible to shift into enforcement mode. Jack- This isn't an enforcement issue but a way to figure out the policy

and the reverberations. A resolution instead of a motion is appropriate in order to work out the details in a cooperative way. Katie- This resolution is a result of the work session and reflects an attempt to weave in the ideas from the work session. The language uses "should" rather than "must" and the resolution will hopefully give a forum to the workshop participants. Jon S- Inquired if the task force will be appointed by the Board. Chewie- The three Board members, Sara Rich and Charlie R will organize the task force. The Board will review the activities of the task force. Jon S- Formation of the task force appears to be an extension of the duties of the Board work shop organizers. Chewie- That is true. Diane- This will help us have our cake and eat it too. Jon P- It seems the task force will do research and provide assistance for the rules. Both the organizing group and the committee should be larger than described in order to give a wider perspective. The language includes "all" with respect to directing sound issue recommendations. A motion to direct the formation of a committee and formation of an operation's based technically competent sound management group would be appropriate. Anna- Asked to call the question. (There was no second and there were several objections.) Indigo- A committee could follow the preliminary work of this task force. The information gathering can go forward as a task force. Lara- Confirmed much of what has been said by Katie, Chewie, Indigo and LT. Paxton- A motion with this much detail usually gets shot down. This should not be a task force. A task force is formed for a particular project and not as a long range way of doing Board business and research. A resolution is a supportive statement but this is an action and it should be a motion. Deane- A lot of concerned younger people at the work shop indicated a willingness to get on a committee to help with the issues; the agenda item specifies formation of a committee; the shift from a committee to a task force seems inappropriate. Charlie R- The multi-year long Vision Quest was conducted as a task force. It led into the formation of the Vision Action Committee. The process was effective. The sound issue is contentious and emotional and requires cooperation and integration of all. A committee is not a solution at this time. Chris- Asked if there will be results from this resolution at this year's Fair. Chewie- That is likely. Jon S- Pointed out the resolution does not specify the three board members as appointing the task force members. Indigo- The idea is for the three board members who worked on the Sound Amplification Work Session and who worked on this Task Force resolution (Chewie, Lara, Indigo) to review and organize the task force applications and for the Board to make the appointment. Jon S- Asked if there will be a Board liaison. The resolution passed 8-2 (Paxton, Deane opposed).

#### **Grievance Policy**

**Paxton moved, Indigo seconded, to accept the reformatted Grievance Procedure process with the following changes. The first two are grammatical in nature.**

**1) Section 2f. Mediator....add "on" to the last sentence so that it reads "they may use a person who is not on the list of approved mediators." "on" was originally left out of the sentence.**

**2) Section 5c. change "the" to "they" in the last sentence so that it reads "...if they fail to comply with the requirements..... the "y" was left off of "the".**

**The second two changes are related and suggested by Marcus. Here is what Marcus wrote: "volunteer/s mediators and arbitrators should not have jurisdiction over matters of employment law. These should be dealt with by the Executive Director, the Personnel Committee and ultimately the Board of Directors."**

**3) Section 2a. GRIEVANCE Move "or" in front of "Code of Conduct" and delete the rest of the sentence so that it reads: "2a. GRIEVANCE is defined as any dispute about the meaning, interpretation, or the application of any language in the Articles of Incorporation, By-Laws, Guidelines or Code of conduct."**

**This removes Personnel Policy Manual from the list of grievable documents.**

**4) The second one is in Section 11a(iv)**

**Move "or" in front of "Code of Conduct" and delete "Personnel Policy Manual" so that it reads: "The language of any Articles of Incorporation, By-Laws, Guidelines or Code of Conduct to which there is any dispute over the meaning, interpretation, intent or effect;"**

**This motion accepts the reformatted Grievance Policy document with the changes above, the reformatted Grievance Form and new cover letter as described in the "Assessment of Grievance Policy and Process" document presented by Marcus Heinz, Executive Director, January 3, 2010. Joseph- This is the existing policy and it is good to**

conserve it and make it work. Jon S- Does this policy exempt Charlie R's decisions, as an employee, regarding normal Fair operations? Marcus- The exception for employment law has to do with the usual employment issues, such as sexual harassment, discrimination, benefits and so forth. Katie- Marcus's last name does not have an "e". Jack- Administration of the Grievance Committee falls under the Executive Director. Marcus- Agreed and noted the Administrator is appointed by the Board and will administrate the policy. Jack- That was broken before, so interpretation of policy stays with the administrator making the actual determination if there is a grievance. The motion passed 9-1 (Jon P, voting in Deane's absence, abstained)

#### **Policy Motions**

**Paxton moved, LT seconded, all new public paths require Board approval before implementation.** Chris- This reinforces the mandate made during the formation of the Path Planning committee. Steve- Agreed with Chris. Joseph- This is a good time for a reaffirmation of this policy. David- People will be happier with the openness, translucency and bureaucracy this requires. Paxton- This is a reaffirmation of an existing policy and this will close some loopholes. The motion passed 10-0.

**Jon S moved, Paxton seconded, to adopt the procurement policy as read into the minutes of the last meeting.** *Oregon Country Fair finance and accounting staff and officers will ensure that all reasonable costs paid are recognized as ordinary, necessary, within the budget, are arm's length transactions\*, and do not deviate from established practices of the organization.*

*A cost will be considered reasonable if, in its nature or amount, it does not exceed that which would be incurred by a prudent person under the circumstances prevailing at the time the decision was made to incur the costs.*

*The following criteria will guide The Oregon Country Fair's selection of vendors for the procurement of materials, supplies, goods, and/or services:*

- Cost
- Convenience
- Proximity of the vendor to the Oregon Country Fair
- Established positive and reliable relationship with vendor
- Ability of the vendor to deliver goods or services in a timely manner
- History of vendor giving in-kind donations or discounts
- Willingness of vendor to give in-kind donations or discounts
- History of the vendor giving multi-year discounts
- Willingness of the vendor to give multi-year discounts
- Woman or minority-owned
- Employee-owned
- If food, organically grown.
- Carbon footprint, sustainability, and environmental impact.

*Additional criteria may be developed to meet the requirements of specific procurements.*

*Subject to the exceptions listed below, vendor selection for individual procurements will normally be made through securing bids from at least three vendors. Exceptions to this bid requirement include the following:*

1. *Routine procurements valued under \$2,500.*
2. *Procurements that recur annually provided that multiple bids are solicited at least once every five years.*
3. *Procurements for which the Executive Director, Operations Manager, or the Board of Directors make exceptions to the bid requirement considering time constraints or other exceptional circumstance. Such exceptions will be documented.*

*\*An arm's length transaction is a transaction between two related or affiliated parties that is conducted as if they were unrelated, so that there is no question of a conflict of interest. Or sometimes, a transaction between two otherwise unrelated or affiliated parties.*

Grumpy- The motion describes a good policy but it is not required and will create a burdensome bureaucracy and will make the volunteer jobs more difficult. Marcus- This is very good and thorough but the requirement to keep careful track of spending so will add work. Specific breakdowns in how we operate have never been identified. Charlie R- The first part of the motion is a good description of policy but the remainder will try to fix something that is not really broken. Jon S- The second motion is not part of this motion. norma- If a receipt doesn't

meet the guidelines should it be refused and not paid? Steve- The motions of the 90's about trying to spend close to home have worked for many years. This type of bureaucratic work will separate the staff from the real work of the Fair. Hilary- There are no systematic ways to monitor or implement these kinds of decisions and everyone who has spending authority uses their instincts about choices and they do pretty well. Keeping our values out front to help guide decisions is good and helpful. Talking and feedback is also good and important. Joseph- Guidelines are important but micromanagement is a problem. Mark P- The Board has heard the reasons to vote against this motion so Board members in favor could speak and then the Board could vote in order to avoid drawing this out. Jack- The first two lines affirm what we do and reflect the policy we have now. Adding everything else makes it too complicated. We work with a budget and make decisions as appropriate. Jon P- Quartermaster work would be challenged to keep the necessary records. The first part of the motion could function as guidelines. Lara- This is unnecessary. Katie- Jack made a good summary and unless there is some outside requirement to take on the added recordkeeping, such as for the IRS, we don't need this motion. Chewie- Moved to call the question. LT seconded. The motion to call the question passed 9-1 (Paxton opposed). The motion failed 0-9-1 (Chewie, Lara, Katie, Indigo, Anna, LT, Paxton, Diane, Jack opposed, Deane abstained). Jon S- Pointed out he was not given the opportunity to speak to his motion.

### **Adjourn**

The meeting was adjourned at 10:05 pm. The next regular Board meeting will be held at 7pm on May 3 at EWEB. The tentative agenda for May includes: Donation requests from Centro LatinoAmericano (Jon P), from McKenzie River Trust (Chewie), from the Lane County Historical Museum (Katie), for the Lane County Extension Service (Deane), and for Elmira High School; budget issues for mycoremediation (Anna) and for Path Planning contingency (Chewie); PPPM revisions (Katie); approval of temporary check signers; appointment of Judy Scott as Water Crew interim co-coordinator (Paxton); 2011 discontinuation of Barter Fair (Lara); Barter Fair cash sale prohibition (Jon S); increase Board Donation budget to \$40,000 (Jon S); Board Donation process reform (Indigo).