

## OREGON COUNTRY FAIR BOARD OF DIRECTORS MINUTES

Monday October 4, 2004, 7pm, EWEB Community Room

**PRESENT:** Diane Albino, Katie Cousins, Lara Howe, Brad Lerch, Jack Makarchek, Marlene Monette (alternate), Jim Newhall, Greg Rikhoff, Anna Scott, Lawrence Taylor, Bear Wilner-Nugent.

### ANNOUNCEMENTS

Jack announced that Michael resigned from the Board as of this afternoon. His letter of resignation is posted on his website at [www.chumleigh.com](http://www.chumleigh.com). This means that Lawrence moves from an alternate to a regular voting member and that there are now seven board positions to be filled at the upcoming election at the Annual Meeting.

Bear wants everyone to be aware that Revenue Projection is on the agenda for the November board meeting. Fees and costs for next year's Fair will be discussed.

norma made available copies of reports from the summer evaluation meeting and said she will have them at the Annual Meeting too.

Steve W. announced plans for the quarterly Highway Pick-Up Day on Saturday October 16. He was disappointed in the low turn-out for the one last summer, and hopes for lots of volunteers this time, adding "it's a real important thing we do in the community." Meet at the Warehouse at 10am or if you come late meet them at Maple Gate Ramp.

Leslie had flyers on the upcoming Bioneers Conference at Lane Community College (Oct. 15-17), [www.bioneers.org](http://www.bioneers.org). She also urged participation by interested Fair Family in a Sustainability Leadership Academy that is happening now until June through the Continuing Education program at UO. She said it's relevant to the Fair's situation because "we are thinking about what it means to change and grow in a sustainable way." Leslie reserved three spots for Recycling Crew at the next workshop in the series "Strategies for Zero Waste" on Friday October 15 and encouraged people to review the workshop topics at their website [www.center.uoregon.edu/sustain](http://www.center.uoregon.edu/sustain). She has negotiated a 20% discount for OCF participants and says there's money left in the Education Budget to help people participate.

Lara welcomed a new Fair Family member. Baby girl Alma Elizabeth was born on October 1<sup>st</sup> to Marj and Brent Reindel of Recycling Crew. She also announced a meeting to discuss biodegradable and/or alternative serviceware for food vendors. The meeting will be at the Fair office at 7pm on Tuesday, October 26.

Jen-lin Hodgden (Feedback Coordinator) suggested folks go to the Highway Pick-up during the day of October 16<sup>th</sup> and then attend the Annual Meeting and Election that evening, 6:30pm at Knights of Pythias Hall. She also said they pressed 15 gallons of juice at last month's Cider Pressing and they'll be doing it again on Oct. 17<sup>th</sup>.

### APPROVAL OF MINUTES

**Lara moved and Katie seconded that the minutes of the September 13th board meeting be approved.**

**The motion passed: 9 in favor and 1 abstention (Jim).**

### MEMBER INPUT

Joseph Newton (Recycling) said someone at a Path Planning meeting suggested moving recycling facilities somewhere out of the sight and hearing of the Fair Family. He said that is "something that should never happen ... we're an educational organization, dedicated to teaching sustainable lifestyles and respect for the Earth ... we should not be practicing NIMBY civic consciousness."

Keith "Kirk" Schlesinger (a new Eugenean and a paying member of the public at the 2004 Fair) said he has a couple ideas he'd like to share, one on using "creative arrangements of hay bales" to make composting

toilets and the other on safety ideas for bicycling out to the Fair. He rode his bike out to the Fair this year and has spoken with folks around town who say they would be interested in doing that too but are afraid it wouldn't be safe. He has formulated some ideas addressing that concern and was wondering how to present those ideas "through the Fair's...uhhh...I don't want to say bureaucracy because I don't want you to think I'm insulting you." After a group laugh, Bear encouraged him to write up his ideas and send them to the Fair office where norma would route them internally to the appropriate people, and told Kirk they'd provide him with both e-mail and street addresses.

Randy Newell (VegManEc) said we need "to change the money culture that's running this country." He urged everyone to vote and got a laugh when his tongue tripped up and he accidentally said "voting once is not enough."

## STAFF AND OFFICER REPORTS

**General Manager:** Leslie thanked everyone who helped with the Eugene Celebration booth and parade, especially Andy and Nickodemus, and said they had a "small but hardy and strong contingent of folks show up" and that Andy made an "absolutely gorgeous float" but it unfortunately had a flat tire and didn't get past the judges. She said a lot of people stopped by the booth and were happy to have the Fair represented in the Community Causeway. She also referred to the 2003 Financial Statement from our outside auditor which was handed out to the Board and thanked Hilary and norma for their work helping to compile that. She said we'll hear more about the report from the Fair treasurers at the Annual Meeting. The City of Eugene gave the Fair a check for their scholarship contribution to Culture Jam and she was happy to report that in just our third year "we'll come within about a thousand dollars of breaking even on direct expenses for Culture Jam." The Fair has been invited to participate in a New Year's Eve celebration with the Steve Kimock Band and Flow Motion at the Crystal Ballroom in Portland. This invitation sprang from having such a good time together doing City Fling. They had such a good time with the Fair that they want to list the Fair as a co-promoter in exchange for showing up with our volunteer energy and our great ambiance and helping them put together a parade. Leslie has some free tickets for people interested in helping with this. She also told us about a meeting she had with Jason Mastrine of TicketsWest who told her that the OCF is the only northwest festival that they represent that held its own in attendance this year.

**Administrative Assistant:** norma thanked Leslie for all her work coordinating the Celebration booth and thanked the Elections Committee for their work preparing for the Annual Meeting. She said she's been working on some housecleaning and wants to have a work party on Saturday November 6<sup>th</sup> at 1pm to clean the basement at the office. She'll have treats and hopes "it's a cold and rainy afternoon and lots of people show up, especially ones with trucks."

**Site Manager:** Steve W. said he talked at the last meeting about requesting funding for a building project this October but has decided to postpone it until Spring for a variety of reasons including lumber costs and uncertainty of volunteer help. As for the additional storage space needed on site, he'll just buy more tarps. The 4<sup>th</sup> Annual Elmira Cross-Country High School Invitational took place at the Fair and he thanked AndyMan, Beth Grafe, Jeff Johnson aka Animal, Tommy Rhea, Big Mike, and David Hoffman for all their work with that event, saying "it's a great relationship with a positive group of local teens who really bring good energy to the place." Clean-up goes "on and on, the seasons change and there's still work to do and still a process of discovery going on." There are still Fair Family who "need to be more diligent." He said that he and Andy aren't able to do everything that needs doing and are only able to meet their responsibilities because of all the help they get from those he already mentioned. He noted that the compliments given at last month's meeting for the good condition of the Alice's Wonderland property should go to Beth Grafe and Jeff Johnson, the ad hoc caretakers there.

**Co-Treasurers:** Hilary said December 31<sup>st</sup> is the end of the financial year but we have a review of 2003 and in the opinion of the CPA the Fair is "in conformity with the generally accepted accounting practices for non-profits." One of the things the CPA does is update the adjustments that go in our books so everything

matches what goes on our 990 forms; she also prepares the 990. Come to the Annual Meeting for the yearly financial report. Steve G. (aka Grumpy) said our future financial planning starts now, with revenue projection. The Budget Committee will begin meeting soon and will send budget forms to Coordinators. Anyone with a budget request who is not a Coordinator should get something in writing to the Budget Committee or to Leslie, Norma, Hilary, or himself. People should be thinking about capital project proposals now, but forms will not be sent until January. Capital projects are generally things that cost over \$300 and will be useful to the Fair for more than one year.

**President:** Jack said “it’s wonderful to be successful” and that there are many reasons why the numbers are looking so good, but it’s “mostly thanks to all the hard work and diligence” of so many people and he thanked staff, the management team, secretaries, treasurers, volunteers, and coordinators”. He said “it tells me that we still have a viable message and community support.” He added “it’s been a good year, thanks to everybody.”

## COMMITTEE REPORTS

### LAND CONSERVATION EASEMENT AD HOC COMMITTEE

Anna said the committee met with lawyer Bill Kloos who answered their questions on conservation easement land use and property rights. She has distributed notes from the meeting to the whole LUMP committee. They will meet sometime in October and bring to the Board any recommendations they might have.

### PERSONNEL COMMITTEE

Marlene said they are doing employee evaluations and one of their first plans is to ask each Board member to think of 2 or 3 goals they might have for each one of the employees and to share those goals at the board retreat. She also said that evaluation forms will be available to download from the website by Oct. 22<sup>nd</sup> or you can request a form from the Fair office. The deadline for turning in forms is Friday, November 5<sup>th</sup>.

## OLD BUSINESS

### DONATION TO EARLY EDUCATION PROGRAM

**Anna moved and Bear seconded that the Fair donate \$550 to the Early Education Program for a storage shed for playground equipment and/or for classroom furniture of appropriate height.**

*Background:* Georgia Layton from EEP thanked the Board for inviting her and said she particularly loved the Fair this year because her son proposed to his fiancée there with help from Leapin’ Louie Lichenstein. *Big applause and congratulations.* As for EEP, it is a private non-profit which serves pre-schoolers with special needs. They serve 160 children in 19 classrooms. The program mixes together age and ability groups to foster a respect for diversity, and emphasizes “being respectful and caring towards one another and helping each other grow.” She said the money would be used to supply their newest classroom with two small-size tables with chairs so that the children’s feet will be able to touch the floor.

*Peach Gallery:* Mark Pankratz (Construction Crew) said this organization sounds great and he actually hopes they get the money but he “heard something about buying property” and he also pointed out there are other groups asking for money too. He thinks we should consider where we’re spending our money. He said community ties and protecting our assets are both important and that he’d “love to give money to everybody who comes in the door for it” but he wondered if there was a strategy for what we’re doing with the Fair’s money. Deane Morrow (Crafter) told Georgia that the state of Oregon sells second-hand furniture through e-bay and \$550 would probably “buy a truckload.” Joseph said this is exactly the “kind of organization we should be supporting” and Randy strongly supports it because “it’s just amazing how it helps these kids get the right start.” Jen-lin asked how much money is left in the donation budget.

*Board:* Grumpy said if this request is approved there will still be \$4700 left in the donation budget for this year. Bear replied to Mark by explaining this “is one of the core purposes of our organization.” He said even in tight years we have been able to make donations and “we don’t do this willy-nilly” but rather through a structured budget process. Jim agreed with Joseph that this is what we do, saying this is “education for children;

this is about little kids sitting down to draw pictures and their feet don't touch the floor." Greg and Lawrence both voiced support for the motion and Jack said "whether it's by fate or design we do show discipline in working within the parameters we set for ourselves for the year." He added "and we can't have feet dangling, you know what happens when your feet dangle." *Laughter.*

**The motion passed: 10 in favor and 0 opposed.**

### **DONATION TO MID-LANE COMMUNITY CHEST**

**Greg moved and Lara seconded that the Board donate \$500 to the Mid-Lane Community Chest for athletic scholarships.**

*Background:* Tony Garcia said the Community Chest is "a way for people to even things out" and they are currently in great need of winter sports scholarship money to help low-income children participate in school sports programs. Eligible children are identified by the Territorial Sports Program which is the oldest continuously-operating sports program in the state. It includes the Fern Ridge and Crow Applegate Lorane school districts. He said "from having lived through the 60's and having one of those rare memories of it" that his understanding of the Fair's philosophy is that there is a "feeling of brotherhood" that is part of the OCF. He said he "loves the fact that this large group of people gets together every month, this is just great."

*Peach Gallery:* Grumpy had a few questions, asking if it's a 501(c)3 organization, do they have a board of directors, and is it religious-based? (yes, yes, and no). Steve W. urged support, saying "we've all seen the way school budgets are getting cut back." He said the Community Chest has been well-supported by volunteers, is very helpful to kids especially in the outlying areas, and added it "would be meaningful for them to have the support of the Fair." Leslie distributed an article about Tony on the front page of the West Lane News. She said the Garcia Center was named after him, adding that it houses a lot of services and non-profits in Veneta and Elmira. She said he is "one of those people who always shows up when there are people in need." Joseph said "let's help them help kids with healthy activities." John Pincus said this is the type of organization that the Fair has been supporting from the very start. Palmer said one of his favorite cats was named Sport so he supports the motion for that reason. *Laughter.*

*Board:* Greg thanked the Board for listening to Tony and considering this motion tonight. He said this "is a real emotional topic for me" and added that he had little artistic ability growing up but that sports gave him "a real sense of belonging and community." He said he wouldn't have been able to do that without this kind of support and added "it can make a huge difference, it can make a kid blossom." Bear said sports can be a reason for some kids to stay in school who might otherwise drop out. Marlene said as a Mom she appreciates helping kids and the effort this organization puts into the community.

**The motion passed: 9 in favor and 1 abstention (Lawrence).**

*Secretary's Note:* During Agenda Review, Greg moved and Bear seconded to have the Community Chest donation moved from New to Old Business because we have a representative from the organization here tonight. Lawrence supports the group and suggested the Board ask our guest to speak tonight but delay the vote until next month so that we could still follow the normal agenda process. Bear said there is "some emotional import" to voting when someone takes the time and effort to present a proposal to us and added he'd "take the heat if the Board gets e-mails protesting this." Jack added, "They were jacked around by budget cuts, in this instance I feel it's ok to put people before process." *The motion passed: 9 in favor and 1 opposed (Lawrence).*

### **ENDOWMENT CONTRIBUTION**

**Bear moved and Lawrence seconded that the Board move \$25,000 from unallocated excess revenue to that portion of the Bill Wooten Memorial Endowment which is managed for us by the Oregon Community Foundation.**

*Peach Gallery:* Hilary said for at least 10 years the Board has been allocating about \$25,000 each year for the endowment principle. The Fair becomes endowment partners with the Oregon Community Foundation and earns a higher return while still promoting socially responsible investment. Jim Sahr (Crafter) asked what portion of the entire endowment is now held by the Oregon Community Foundation. Bear said \$50,000 out of \$300,000 and that if this passes it would be \$75,000 out of \$325,000. Leslie said she is very grateful to the Board who has "consistently supported this even in years when we didn't do as well financially." She said "this is really something to be proud of, having \$325,000 devoted to an arts endowment for our community." Jim Sahr said Leslie's remarks are so meaningful and that the Fair should be very proud of this endowment. He's glad we

continued to add to it even in leaner years and “look where we are now.” He also said many people respect the Fair because of all the good that is generated by the endowment.

*Board:* Jack asked the amount of the unallocated excess revenue. Grumpy said it’s about \$125,000 right now. Katie supports this but is glad there is more excess revenue because she feels it will be important to have money for other things such as alternative energy projects.

**The motion passed: 10 in favor and 0 opposed.**

#### **APPOINT RECYCLING CO-COORDINATOR**

**Lara moved and Jim seconded that the Board appoint Andy Verhoeven as one of the Recycling Crew Co-coordinators, replacing Brent Reindel who resigned last month.**

*Peach Gallery:* Irene Eastman (Recycling Crew) said Andy “has really got it together and has a lot of energy” and would be a good addition as a coordinator.

*Board:* Lara said that Andy “was born out of the compost at the Country Fair” and she is so grateful to him for stepping up.

**The motion passed: 10 in favor and 0 opposed.**

#### **ALLOCATE FUNDS FOR PROPERTY ACQUISITION**

**Bear moved and Lara seconded that the Board authorize the property acquisition team to make an earnest money offer on a piece of property.**

*Background:* Jack said we spoke about this at an Executive Session before the Board meeting and that details are not available tonight because “we are currently negotiating.”

*Peach Gallery:* Thumbs up, then a few quick comments like “we trust you” and “go for it” and “hope this is the property I hope it is”.

**The motion passed: 10 in favor and 0 opposed.**

The meeting adjourned at 9:00 pm. The next Board meeting will be held on Monday, November 1<sup>st</sup> 2004 at 7pm at the EWEB Community Room. The agenda, subject to change, will include Revenue Projection which was tabled tonight, as well as the following New Business: Budget Issues, Affirm Election Results, Appoint Officers, Open New Bank Account, Appoint Neighborhood Response Team Co-coordinators, Consolidate Signs and Banners Crew and Appoint Co-coordinators, Consider Donations to Three Organizations (Skipping Stones, Lane ESD Migrant Education Program, and Whiteaker Thanksgiving). The following were dropped for lack of a sponsor: Discuss Formation of Health Insurance Committee and Charitable Start-Up Donations Guidelines. Anna asked that the Conservation Easement Proposal be temporarily deleted from the agenda.

Minutes by Barbara Edmonds who thanks George Eliot for the following quote: “It’s never too late to be who you might have been.” Oh, and VOTE.