

OREGON COUNTRY FAIR BOARD OF DIRECTORS MINUTES

Monday February 7, 2005, 7pm, EWEB Community Room

PRESENT: Diane Albino, Katie Cousins, Lara Howe, Brad Lerch, Jack Makarchek, Marlene Monette, Deane Morrow (alternate), Joseph Newton (alternate), Greg Rikhoff, Anna Scott, Lawrence Taylor, and Bear Wilner-Nugent.

ANNOUNCEMENTS

norma announced that the Spring Fling will be held on May 7.

Leslie announced the City Fling in Portland will be on May 14; she's working on an all ages venue.

Jen-lin Hodgden (Feedback Coordinator) said the 20th annual Shy Person's Talent Show (for kids and adults) will be held on Saturday March 5 at Knights of Pythius Hall and will benefit Autism Rocks. For further information contact Jen-lin at 485-3768. Sliding scale \$3-\$10.

Lara said the Madison Meadows Project met their end of 2004 goal of raising \$220,000 and now has three years to complete their fundraising efforts of the final \$250,000.

APPROVAL OF MINUTES

Jack corrected the Jan. 3rd minutes by stating that the sentence under "Tenant Policy" that said "Anybody who falls outside of this policy has until March 2005 to vacate the site" should have said "until March 21, 2005". **Jack moved and Anna seconded that the minutes of the January 3rd board meeting be approved as amended.**

The motion passed: 7 in favor and 3 abstentions (Brad, Greg, and Bear).

MEMBER INPUT

David Hoffman (Community Village) urged the Board to add another caretaker position. He said the Fair has grown tremendously and so has the workload. He said we should honor our slogan "above all, reverence for the land" by adding at a minimum at least one more onsite caretaker.

STAFF AND OFFICER REPORTS

General Manager: Leslie has been away from the office on Wednesdays teaching a class on event management at UO. She thanked norma and Robin for their extra work in the office on her teaching days. She said for various reasons the Poster Committee decided not to have a contest this year but that they will choose from several options designed by one person. It will still be unveiled at the Spring Fling as usual. The Commemorative Sales Booth and the History Booth are becoming two separate crews. The Fair has a new company ("Of the Earth" in Bend) doing the Fair's t-shirts now. She thanked Leslie Chiaffone and Indigo Ronlov for their work on that and for doing their best to insure that the company meets our "mandates of organic, sustainable, local, fair trade." She thanked everyone who trekked up to Salem for budget meetings with Grumpy when he couldn't travel. She said Culture Jam got a \$10,000 grant from the Lovell Foundation. She was excited that this year's lead facilitators at Culture Jam will be Peggy Taylor and Charlie Murphy, the founders of Power of Hope. She checked on last year's property tax for the Swanson property (\$1155 but that included \$250 for the mobile home) and said we probably need to add about \$1,000 to cover that expense this year. She thanked the Vision Quest Task Force for "all their fabulous work." She thanked the Endowment Committee for "all their work and good humor during a rather disjointed selection process." This year's endowment grants are as follows: Applegate Art Guild \$2,000 (benefits Elmira Elementary); Elmira Elementary \$1,750; Veneta Elementary \$2,000; Camp Fire/Wilani \$2,000; FR Arts for Youth \$2,000 (addresses the Middle School youth); Display at Fair and community celebration \$250. The total is \$10,000.

Administrative Assistant: norma has been busy working with the Budget Committee and the Vision Quest Task Force. She thanked the coordinators who sent in updates for the Operations Manual.

She reminded everyone that craft applications and entertainment applications are available online or at the office and are due on April 1st.

Site Manager: Steve W. said normal rainfall in Eugene from the beginning of November to the end of January is 24.38 inches and this season we had only 7.9 inches. He said “it’s the third driest on record.” There has been no flooding and the river hasn’t even reached bank full this winter. He said, “February may surprise us but right now it feels like Spring out there.” He said he “has no idea what this means for us this Spring and Summer but we just have to adjust to what nature throws at us.” He thanked Andy and Tommy for re-outfitting a mechanic’s workshop at Swanson’s and completing the first of two major tractor repairs. He said it’s “nice to have a dry indoor space to work on vehicle repairs.” He thanked Beth and Jeff for their clean-up efforts at Alice’s. They all continue to work on clean-up and stewardship of the new property. He thanked the VegManEcs for an excellent work party Sunday Feb. 6 when they pulled all the scotch broom off the Swanson property. They are getting ready to open up a road and widen Snivel Smile. They’re thinking about some site events this Spring including a Wildflower Walk and a Birding Walk. He invited everyone to “come on out and enjoy.”

Co-Treasurers: Steve G. (Grumpy) was out of commission for a while because of ankle surgery and is still healing. He thanked everyone who “worked even harder” during his absence. He passed out a condensed version of the budget (what he called a “bottom line sheet”) that the Board passed last month. He said capital projects and other additions such as the property tax will be discussed at the March meeting and that he will also prepare a spread sheet for that meeting as well. So far the Budget Committee has received \$70,000 in requests for capital projects expenses. He invited anyone interested to attend a joint meeting of the Budget Committee and Financial Planning Committee on Feb. 17th at 6:30 at the Fair office and a Budget Committee meeting on Feb. 24th at 6:30 at the Fair office.

President: Jack said it is hard to get into thank you’s because there are always so many people to thank, but even so he wanted to especially mention everybody at the January coordinators potluck for “all their energy and love” and another thank you to everyone “moving through the budget process.” He also thanked the Personnel Committee for responding to their task with “such professionalism and succinctness.” He said the Vision Quest is just beginning to “scratch the surface”, that people are out there and that they are responding – 126 responses so far. He also thanked Beth and Jeff for working so well with the new tenant policy. He encouraged everyone to “tell all your friends we throw a great party” and “make sure they know to buy their tickets ahead of time at TicketsWest.”

COMMITTEE REPORTS

PERSONNEL COMMITTEE

Brad said it has been a busy month. He thanked Palmer Parker who resigned from the committee in January for his years of dedicated service and said “we miss him already.” They met with Steve and Leslie to craft a site-based job description that will be voted on later in this meeting. He also announced that Beth Grafe is on a temporary leave of absence from the committee while they work on the new site-based employee job. She felt it would be a conflict of interest for her to be on the committee during this time. He requested that anyone interested in being on the committee should submit a letter of interest to the Board.

OLD BUSINESS

DONATION TO MARCOLA ELEMENTARY AND JUNIOR HIGH PTO

Joseph moved and Diane seconded that the Board donate \$500 to the Marcola Elementary and Junior High Parent Teacher Organization for playground equipment.

Background: Diana Greenacre from the Marcola PTO spoke about the school’s need for playground equipment. The primary playground was recently shut down due to safety concerns. All the children now use the secondary playground where much of the equipment is not age appropriate for the younger children.

Peach Gallery: norma said we should remember that George Bush has cut education funding and Palmer Parker (Fair Central) said if we “teach children to play when they are kids, then they will still play as adults!”

Board: Joseph said he felt honored that we have the opportunity to help and that Marcola has been working really hard to keep their local schools open. Lara said her favorite time in school was recess and it helps “kids to feel good in mind, body, and spirit.” Diane said she used to be in the Marcola PTO when the presenter Diana was in grade school there. Brad supports the motion and also said it’s important for the Fair to reopen our own Fair playground this year. Deane said he wishes he could vote so he could vote for this!

The motion passed: 10 in favor and 0 opposed.

DONATION TO EUGENE PEACE CHOIR

Lara moved and Joseph seconded that the Board donate \$100 to the Eugene Peace Choir to help finance their upcoming 20th anniversary Spring fund-raising concert at the Central Lutheran Church in Eugene on Feb. 20th.

Background: Choir director Val Rogers said the Eugene Peace Choir spreads peace through music and hopes to raise enough money to produce a recording because many people have been asking for one. They are an “open-entry community chorus that promotes activism to support values of peace, justice, and care for the planet.”

Peach Gallery: Leslie said she heard them perform recently at a Martin Luther King Jr. Celebration and the performance brought her to tears. She also admires them for having the courage to perform in places where their message may be hard for some people to hear.

Board: Lara said there “is such power in music and song.” Lawrence said “Eugene....Peace....Choir.....three great tastes that go great together!” Jack said “soothe the savage beast comes to mind.”

The motion passed: 9 in favor and 1 opposed (Katie).

DONATION TO EQUITY FOUNDATION

Bear moved and Greg seconded that the Board donate \$600 to the Equity Foundation.

Background: Bear said the cover letter from the Foundation states “a monthly donation of \$50 helps fund the work of a theatre troupe to educate about sexual minority issues.” His intention in the motion is to support this work, but the \$600 sum would be paid in one installment. Hank Alley from the Lane County chapter of Equity Foundation spoke about their commitment to supporting organizations that help gay, lesbian, bisexual, and transgender people. They are a philanthropic group and have given grants to many groups including Encore Theatre, HIV Alliance, Soromundi Lesbian Chorus, CALC, UO Queer Film Festival, and Gay Pride Festivals.

Peach Gallery: Grumpy asked if they are a 501(c)3 organization (yes). Palmer encouraged a yes vote and said “any friend of Hank’s is a friend of mine.”

Board: Joseph said he’s impressed with their efforts, and even though Hank mentioned their donations to many local organizations it is “clear from their cover letter that their philanthropy is well-distributed around the state.” Greg spoke about the passage of Measure 36 and said this is “a huge issue because it’s legal to discriminate in Oregon.” He said it’s important to educate people about this because “discrimination is real and it happens daily.” Marlene said this is part of who we are, this allows us to “honor our diversity.” Lawrence said this group meets two of the points he mentioned in his proposed mission statement, specifically “expansion of human consciousness and transformation of human culture.” He added “moving toward a freer and kinder and fairer human culture is what we’re about.”

The motion passed: 9 in favor and 1 opposed (Katie).

SITE-BASED EMPLOYEE POSITION

Jack moved and Marlene seconded that the Board approve the OCF Assistant Manager Job Description as submitted by the Personnel Committee and that we advertise this position in the appropriate publications.

Background: Brad read a small portion of the job description called the position purpose: “The

Assistant Manager (AM) is responsible for providing support to the General Manager (GM) and the Site Manager (SM) of the Oregon Country Fair (OCF) in the safe, effective and efficient operation of the OCF organization, specifically the site and on-site events. The AM will be involved in the prudent management of the assigned financial resources and successful management of the properties owned by the OCF, related equipment, activities, site security, and site safety. The position assists in the supervision of some permanent and temporary employees, individual volunteers, and crews. The AM assists the coordination of volunteer activities and on-site projects. The AM provides planning and assistance including volunteer recruitment for off-season activities on the properties and helps plan for the future needs of the properties. Specific responsibilities will vary based on specific job requirements.”

Peach Gallery: Someone asked if “site-based” meant that the person would be living on-site. Leslie answered that their office would be on-site but their living arrangement would be negotiable. Jim Sahr (Crafter) asked about the chain of command. Marlene answered that the person would serve under Leslie and Steve. Palmer asked if the position is half-time or full-time. (It’s three-fourths time.) David Hoffman asked if the position is management or labor. Brad said it’s both; the purpose is to help organize volunteers and to also do labor as needed; the intent is “to get labor done.” Vic Parkison (Pre/Post Security) asked how the three-fourths time was decided. Jack said there is “an ebb and flow to the on-site work” and that the job will start at three-fourths but may work into full-time later. Mark Pankratz (Construction Crew) asked how this job would affect the people living on-site. Brad said the hiring is an open process and anyone is welcome to apply for the job. Beth Grafe (Co-coordinator of Construction Crew) said she hopes this motion passes but the Board may still need to provide more on-site help later. Vic asked if this is intended to replace those already on-site. Jack said this isn’t replacing anybody. Steve W. urged the Board to pass this but said “we need help in lots of ways, this begins to address it.” He said the event has “grown to be so large and complex” and that his and Leslie’s work loads are “so vast it’s scary.” They have so much work they “don’t know what’s going to fall off their plates because they don’t have time to deal with it.” He said they “need someone with an empty plate being held right under their plates.” Leslie said that by helping with “systems of communication as well as access to resources and information” she hopes this position will help “all the people who give so much to the Fair to better do what they need to do.” She said she and Steve just don’t have time to do the kind of work they would like in those areas. She also expressed her “deepest appreciation” to the Personnel Committee for their hard work on this.

Board: Bear urged support and thanked the PC for their great job. Lawrence said he was skeptical about expanding paid employees but is convinced this is absolutely necessary because “the danger of greater disconnect is there because of what our employees have been expected to do.” Jack said we have a huge volunteer base and feels this job will help coordinate “more volunteer efforts to help our paid staff.” Joseph said we have to listen to our paid staff and they are telling us that they really need this. He also thanked David Hoffman who “has been a dedicated volunteer for many years” and agreed with David’s earlier comment, saying “even if we pass this we will still need a second caretaker position.” Greg said it is a thankless job to work on the Personnel Committee and said they crafted a “remarkable piece of work considering we haven’t given them much focus.” He said “they have to consider many things: what are our needs, what directions are we going?” He is glad that the site manager still has discretionary funds for temporary help. He thanked all the paid employees, saying it’s “amazing they haven’t torn their hair out over what they’re asked to do.” Deane supports this and said sometimes he goes to a committee meeting at the office and sees Leslie working at her desk at 9pm. Marlene feels this will be cost effective for the site in the long-run and will “also be good for everyone’s mental health.”

The motion passed: 10 in favor and 0 opposed.

Jack moved and Lara seconded to fund this position as a three-quarter FTE at range 3 step 1 of the Step Table.

Peach Gallery: thumbs up.

The motion passed: 10 in favor and 0 opposed. *Secretary’s Note: Joseph voted for Marlene and will do so for the rest of the evening because she wanted to get home to her son who wasn’t feeling well.*

TEEN CREW CO-COORDINATOR

Lara moved and Katie seconded that the Board appoint Len Crane as Teen Crew Co-coordinator

Background: Current coordinator S. Kelly Crane said this would add a third coordinator to the Teen Crew which now “serves 260 teens who work on 30 different crews at 66 different locations and/or shifts including pre and post Fair.” Len has worked as an “adult helper” for the crew for 12 years and his responsibilities have been equal to the other coordinators. This would “bestow a title that reflects his commitment and would make it clear he has the authority to act on behalf of the Teen Crew.” The only budget impact would be increasing the crew’s food vouchers from 24 to 32.

Board: Lara, Lawrence and Joseph all spoke in favor of this motion.

The motion passed: 10 in favor and 0 opposed.

GUIDELINES CHANGES

Secretary’s Note: These were presented by the Recycling Crew at last month’s meeting, to be voted on tonight. They were printed at the end of the minutes of the January 3rd meeting and are re-printed at the end of these minutes as well. Each change was proposed, discussed, and voted on separately but for clarity I will consolidate the discussion below.

Lara moved and Joseph seconded to amend section 36 after the second paragraph by adding the language presented by the Recycling Crew.

Lara moved and Joseph seconded to amend section 42 before Farside Camping by adding the language presented by the Recycling Crew.

Lara moved and Greg seconded to amend section 20 after the second paragraph by adding the language presented by the Recycling Crew.

Lawrence moved and Brad seconded to amend section 78 beginning of the first paragraph second sentence by adding the language presented by the Recycling Crew.

Background: The Recycling Crew has been working closely with food vendors to develop a policy to reduce waste at the Fair. In order to “walk our talk” the crew felt it was important for all our Family to follow the same rules we are expecting our food vendors to follow. The crew’s goal is to “reduce the amount of waste generated due to our event, minimize our impact upon the land by removing extraneous materials from it and to set an example that future generations will be proud to follow.” Remember to “pack it in, pack it out” and to “leave no trace.” Lara showed some food containers that looked like plastic but are actually made of corn and are compostable.

Peach Gallery: Vic Parkison said some places in the Fair have water stations where you can wash reusable plates and cups but “what are you supposed to do if you’re in Crafts Lot and there’s no place to wash your stuff?” (Use compostable paper plates/cups if you can’t wash.) Jim Sahr wonders how we’re going to get people to follow these rules and Vic said most people don’t read the guidelines. (Lara said she has been working with the Food Committee on this and Bear said that camp hosts and neighborhoods will help with education.) David Hoffman said plastic forks get stepped on and broken, and he suggested using chopsticks. Kenny Howe (Recycling Crew) said he could tell some people were frustrated with the guidelines and added “imagine being on Recycling Crew how frustrated you get when people dump all their garbage in with the recyclables!” Steve W. said the Recycling Crew and the Fair in general have been “struggling with how to become conscious, how to walk our talk.” He said “we’re at the mercy of a developing industry.” He urged passage of these revisions and said we should continue to let Recycling work at this and revise it as necessary because “we have to make progress in reducing land fill.”

Board: Deane said it helps the general public when sample items are nailed above the barrel where they go. Joseph thanked the food vendors who helped craft the proposals. Lara said the Recycling Crew plans to use Waste Warriors again this year. Lawrence said part of our goal is to “sustain the environment” and “if we don’t do it, nobody’s going to do it.” Joseph said we are “guests on the land.” Brad said “Do you remember the slogan Waste Free in 2003? Well, now it’s 2005 and the dream is alive!”

Each of the above four motions passed: 10 in favor and 0 opposed.

PEACH PAGES EXPANSION PROPOSAL

Deane moved and Katie seconded that the Board support the expansion proposal brought

forth by the Peach Pages Committee.

Background: This proposal was made and discussed at last month's meeting before being tabled after Joseph suggested the Board needed more time to think about it. Aleta Miller, Robin Lindsey, and Jayne Syverson who were at last month's meeting attended tonight's meeting also. This is the background as written last month: "They love doing the Peach Pages but they are a small group and are overworked. They feel they will be able to involve more people if they are allowed to offer a commission on ad sales. They said ad sales are the most time-consuming part of the job; they often spend 30 minutes on the phone with someone answering all their questions in order to sell one little ad. They propose a one-year trial to see if commissions will allow them to increase sales and for the Board to decide after that time whether to continue the policy depending on their results."

Peach Gallery: Janine Alea (former Board member and former member of Security Crew) presented a written statement to the Board members urging a no vote on this motion. She felt that if the committee is overworked they should recruit more volunteers. Even if camping passes are not available for additional volunteers, she felt that there are still people who would like to help the Fair on a voluntary basis without compensation of any kind. She believes allowing some former volunteers to be paid will cause dissent and will "change our Family from a community bound by giving to an organization of takers." Andy equates the pay to crafters and said "they make money and they pay a booth fee." He said "People work hard and if they make some money I don't have a problem with that." Palmer "knows and loves these folks" but doesn't support the motion. Grumpy said he doesn't like the idea of taking what was a volunteer thing and changing it, but added that "maybe it wouldn't be so bad to try it for a year and revisit the topic at that time." Leslie said she was not in favor of this at first but after a long meeting with Robin and Aleta she found herself favoring the idea of trying it for a year as a contractual arrangement that she would negotiate with Robin and Aleta. She is afraid the Peach Pages will cease to exist without this proposal and doesn't want to lose it. She said it's "worth the experiment, as it is about creating both economic and social networks throughout Oregon." Vic supports it, saying it's "an intense job, and year round."

Board: Bear said they would be independent contractors, not employees of the Fair. **Joseph suggested amending the motion to authorize Leslie to negotiate a contract with the Peach Pages Committee.** The amendment was accepted by Deane and Katie. Brad said this is a hard issue for him because he supports the Peach Pages but doesn't like the idea of changing it from a volunteer committee. He said "it's a joke they're still a committee and with all the work they do they should be a crew." Greg said they do important work but the equity issue is real. He only supports it because it is on a one-year trial basis. Lawrence said these people have been giving us their professional expertise for free. He thinks the new arrangement "will be a good thing." Jack said this "is an obvious way for us to have an impact on change." More ads and wider distribution will help us "get the word out about our creativity."

The amended motion passed: 9 in favor and 1 opposed (Brad).

AFFIRMATION OF LONG-RANGE VISION QUEST PROCESS

Joseph moved and Deane seconded that the Board affirm our intent to undertake a process to articulate our mission and to develop goals for the direction of the Fair in the next 15 years coming up to our 50th anniversary and that we affirm the role of the Vision Quest Task Force in assisting with the organization of the Vision Quest.

Background: Bear summarized this motion to say it basically means that the Board would "formally endorse the process that's being carried out by the Vision Quest Task Force."

Peach Gallery: Grumpy asked why this motion was needed and said he thought this was already in place. Jim Sahr said "communication is essential but I don't know what the hell you're talking about." He asked why the Board is using the term "vision quest" and said if you mean a mission statement, "just say mission statement." Leslie said strategic planning is more than just a mission statement, it is "a vision of where we want the Fair to be on our 50th anniversary; we need a mission statement to guide our planning but a mission statement is not predictive or prescriptive, it is more like a compass to help guide us in our visioning process."

Board: Joseph said the Board has talked about the vision quest and has approved a budget for it but has never officially approved the idea with a motion and he "thinks it's appropriate that we do so in a

public forum.” Greg said “this is a chance to think strategically and to make sure we understand one another.” Lawrence said “What will happen if we do or do not pass this motion? Nothing.” Jack said “knowledge is fun.” He said a mission statement is more like a statement of purpose, but the vision quest is about “what we think about who we are and where we’re going.” He encouraged people to visit www.oregoncountryfair.net to read the original nine sample mission statements that people wrote. There is a link on that site that you can click on to also read the survey submissions (126 so far). He said calling it a “vision quest may be whimsical, but there is power and fun in whimsy.”

The motion passed: 9 in favor and 1 opposed (Lawrence). *Secretary’s Note: Deane voted for Katie who had briefly stepped out of the room.*

PEACH POWER FUND PROPOSAL

Anna moved and Lawrence seconded that the Board create an ad hoc task force to evaluate how to administer a Peach Power fund and to request letters of interest to be on the task force.

Board: Jack moved and Deane seconded to table this motion because it was getting late. Bear said “if we table it, this topic should be an important part of the Board’s discussion on capital projects next month.”

The motion to table passed: 9 in favor and 1 opposed (Bear).

DOUBLE-WIDE AT SWANSON’S

Jack moved and Brad seconded that the Board authorize the Site Manager to donate the double-wide trailer at Swanson’s to an appropriate 501(c)3 social service agency.

Steve W. thanked Fair electricians Jim Sahr and Tim Justis for their work in checking the wiring and other aspects of the trailer. The trailer can be issued a certificate of occupancy if it’s moved and someone will be able to use it for low-income housing. He said in all the discussions they’ve had about what to do with the trailer, “no one has been interested in keeping that thing.”

The motion passed: 10 in favor and 0 opposed.

STATE FAIR PROPOSAL

Jack moved and Lawrence seconded that the Board authorize our General Manager Leslie Scott, Treasurer Hilary Anthony, and Fair attorney Russell Poppe to negotiate and execute a partnership agreement between the OCF and the Oregon State Fair.

Background: Last month the Board passed a motion to authorize the contract to be “developed”, and that was done. The negotiating team felt this motion was needed to clarify that they could go ahead and finalize the contract.

The motion passed: 10 in favor and 0 opposed.

The meeting adjourned at 10:10 pm. The next Board meeting will be held on Monday, March 7, 2005 at 7pm at the EWEB Community Room. The agenda, subject to change, will include the following tabled items: Budget Issues; Peach Power Fund Proposal; as well as the following old business: Appoint Commemorative Sales Crew Coordinator; Appoint History Booth Crew Coordinator; Appoint Office Site Crew Coordinator; Appoint New Printing Coordinator; Consider Membership in the Oregon Festivals and Events Association; Consider Capital Projects Requests; Consider Donation to Earth Day Event. Conservation Policy (Marlene) is postponed indefinitely. Revision of Personnel Policies and Procedures Manual (Brad) is postponed indefinitely. Step Table Revisions (Brad) and Café Mam Conflict of Interest (Brad) were originally scheduled for tonight’s meeting but were dealt with at the special budget meeting on Jan. 24. First-phase Budget for OCF Vision Quest was originally scheduled for tonight’s meeting but was also dealt with at the special budget meeting under the topic titled “Board Budget”. Appoint Personnel Committee to Report to Board after Surveying Employees (Marlene) was dropped from the agenda.

Minutes by Barbara Edmonds who thanks “The Daily Show” for the following quote: In response to Jon Stewart’s comment, “To say in 2005 that our original goal was to liberate Iraq is very convenient but it’s not really what happened”, comedian Stephen Colbert replied “Should we have revised history

sooner, Jon? Of course. And I'm sure that in the future we will. But for now the important thing is that we've already learned from the mistakes we never made."

Secretary's Note: The Board passed the following changes to the OCF Guidelines as proposed by the Recycling Crew. These were printed in last month's minutes but are reprinted here for anyone who missed them last month.

Add to section #36 after the second paragraph AND to section #42 before Farside Camping: In order to meet the fair's waste free goals, all participants are required to use compostable or reusable food service containers whether at gatherings before, during, or after our event. The use of disposable plastic cups, plates or bowls is strictly prohibited.

Add to section #20 after the second paragraph: The OCF Board of Directors has set the goal of a waste free Fair. Recycling kiosks are provided and maintained from Thursday of Pre-Fair to Tuesday of Post-Fair for the convenience of our family and guests. Our mission: to reduce the amount of waste generated due to our event, minimize our impact upon the land by removing all extraneous materials from it and to set an example that future generations will be proud to follow. We ask that all adhere to the "Pack it in, Pack it out" policy outlined in section 36 of this handbook and "Leave No Trace" of your visit upon your departure.

The following items may be left at recycling kiosks provided throughout the fair: Cans, Glass and Aluminum (flatten cans, ball up aluminum and co-mingle for space); Cardboard (flatten and stack); Compost (co-mingle food and biodegradable food service ware or soiled paper products); Newsprint (contain in a sack); Mixed Paper (any paper that isn't cardboard or newsprint, contain in a sack); Plastic Containers and Bottles 1-5&7 (No #6, plastic cups of any kind or plastic utensils, as these things are not readily recyclable); Clear Plastic Bags and Sheeting (leave clean, folded or bagged); Waste (none of the above). Please bring recycling out every morning to avoid build-up or overflow on any given day. Thank you and welcome home!

Add to section #78 beginning of the first paragraph second sentence: In order to meet the Fair's waste free goals, all food vendors are required to use compostable food service containers and flatware pending availability of acceptable products. The use of plastic cups is strictly prohibited. If plastic utensils are still used they must be disposed of separately, following the plastic guidelines provided by the OCF Recycling Crew and included in the OCF Registration Packet. Coffee lids, plastic straws and stirrers should be provided only upon request.

Bring recycling and waste out every morning to avoid build up and over flowing issues on any given day. The following items may be left in front of your booth for pick up, Friday – Tuesday morning of the fair beginning at 6:00 A.M. and ending by 10:00 A.M.: Cans, Glass, and Aluminum (flatten cans, ball up aluminum and co-mingle for space); Cardboard (flatten and stack); Compost (co-mingle food and biodegradable food service ware or soiled paper products); Newsprint (contain in a sack); Mixed Paper (any paper that isn't cardboard or newsprint, contain in a sack); Plastic Containers and Bottles 1-5&7 (no #6 or plastic cups of any kind or plastic utensils, as these things are not readily recyclable); Clear Plastic Bags and Sheeting (leave clean, folded, or bagged); Waste (none of the above). Please do not provide "stand alone" cans in front of your booths as these accumulate a co-mingled assortment of compost and recyclables which, due to contamination, must become waste.