

**OREGON COUNTRY FAIR BOARD OF DIRECTORS MINUTES
ANNUAL BUDGET MEETING**

Monday January 30, 2006, 7:00 pm, Central Presbyterian Church

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

NOT: Greg Rikhoff (*Note: Deane voted in place of Greg who is in Portland tending to his wife Lisa Gutermuth who is recuperating from successful heart surgery.*)

BUDGET ISSUES

Bear called the meeting to order at 7:15 pm and explained that the Crew budgets were approved earlier as were the revenue projections. He said tonight's meeting will focus on the other parts of the budget with the exception of capital projects which will be considered at the March Board meeting. Discussion began with a general overview from co-treasurers Hilary Anthony and Steve (Grumpy) Gorham who distributed 17 pages of budget charts and details to the Board. Each section of the budget was then discussed and voted on separately. The Budget Committee meets again on Tuesday, Feb 7 at 5:30pm at the town office. Grumpy discussed the page that listed the totals for the various budget categories and pointed out that the final amount for expenses will be determined later after the Board decides how much to spend on the endowment and capital projects. He pointed out in the 2005 column that last year's budget came in with more revenue than anticipated and less than expected in total expenditures. Hilary warned that this situation is not always the case and "a rainy day could have us struggling to make the budgeted amount, so it's not a sure thing." Bear asked how much money is currently in the endowment fund and the rainy day fund. Leslie answered \$325,000 in the endowment and approximately \$242,000 in the rainy day fund. Deane hopes next year to be able to get the proposed budget a few days before the meeting so he can study it ahead of time. Grumpy said that would be nice but unlikely because things are changed "right up to the last minute and I was late getting here because I came straight from the copy shop."

APPROVE 2006 CREW BUDGETS AS AMENDED

Jack moved and Bear seconded that the Board approve the 2006 Crew budgets as amended.

Background: Hilary and Grumpy said they had actually planned to submit several proposed amendments to various crew budgets at the March Board meeting, but if the Board wants to make a motion tonight the only amendment this motion will cover is a request from Vaudeville Co-Coordinator Ben Farrell. Hilary said that request is "for \$1,000 for additional vaudeville supplies, so that's all this motion covers."

Discussion: Discussion centered on a requested increase from Archaeology Crew even though that is not covered by this motion. Virgil Courtright (Co-Coordinator of Archaeology Crew) said they were happy to receive four of the six extra passes they had requested and having more people on archaeology will "help to ease the state regulator's mind." He hoped they might still be able to add a couple more trade passes saying they want to be able to have someone in Main Camp every day and they "need to be able to do the necessary work and keep the state happy." He stressed they use only "people with qualifications and credentials, people who know what they're doing." Deane thought the Board should approve all six of the extra passes requested by Archaeology Crew. Marlene hoped we might "not need so many bodies if we educate people better." Katie asked if Ben's vaudeville increase included funding for Tom Noddy's suggestion. (*Note: You know who Tom Noddy is unless you've been living in a bubble. Katie told me later his suggestion was for a separate travel budget for new Vaudeville entertainment to be brought in from out of state.*) Hilary said no, this proposal covers only vaudeville supplies because neither the Vaudeville Coordinator nor anyone else brought Tom's suggestion forward to the Budget Committee. Paxton said he is working on Tom's vaudeville proposal and will present information on that later to both the Budget

Committee and the Board.

The motion passed: 10 in favor and 0 opposed.

APPROVE BOARD OF DIRECTORS BUDGET

Jack moved and Lawrence seconded that the Board approve the 2006 Board of Directors budget in the amount of \$132,950.

Background: This part of the budget has twenty separate line items. Grumpy mentioned the Change line item and pointed out that it now includes both the VQ and GOTV budgets. In reviewing the budget he noticed a \$2,000 error so **Jack and Lawrence both approved an amendment to the motion decreasing the total to \$130,950.**

Discussion: Beth Grafe (Construction Crew Co-Coordinator and member of the Vision Quest task force) apologized for not having a detailed VQ budget yet and said it would be ready soon. Joseph referred to the January vote to provide \$2,000 to VQ and said he “had to apologize because I supported and voted for that allocation, and as it turns out I had not ascertained what purpose that allocation was for. It was not what I would have supported so we will have to be pretty specific about line items.” Bear said the Change line item is one percent of the Board budget and he would support doubling that amount. He said “one percent is a floor rather than a ceiling” and the Fair should adequately fund for change and planning. Deane asked about the line item budgeting \$58,000 for the State Fair and asked if we get that money back. Leslie said yes, that it’s listed on the revenue projection page. Katie asked how committees are funded, specifically wondering where in the budget is the funding for the Elders Committee. Grumpy said committees generally don’t have their own budgets and their funds are in several places throughout the budget. (*Note: An example is the Elections Committee that is funded by the Annual Meeting line item in the Board budget.*) Grumpy said the Elders Committee is represented in several parts of the budget but primarily in the budget for Inventory Crew. He said that this year the Elders Committee “asked for and received \$300 in supplies and \$100 for the Old-Timers Gathering. They asked for double the number of passes they had last year, but in the budget we recommend giving them the same number as last year.” Leslie said last year they didn’t use all the passes that were allocated and said if the need for helper passes exceeds projections the committee can come back to the Budget Committee and request more passes. Chris Browne (member of Elders Committee) said the committee plans to present a report to the Board on a new proposal called transition passes. Katie wants to make sure the Elders Committee’s needs are met and wants the budget to reflect their needs. Grumpy suggested letting the process work and allowing committees the time to work with the Budget Committee before proposing increases to their budgets. Deane said the Elders are not asking for free passes and there are only about 160 Elders at present. Leslie talked about questions of policy versus operations issues and said traditionally passes are only given for shift work. She said it’s “a tricky line whether this is a question of policy or operations, but the assessment of operational need has to be factored in somewhere.” Brad asked if all Elders who requested a pass last year got one. Chris said yes. Brad said he was happy with that and suggested moving on.

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

APPROVE GENERAL MANAGER BUDGET

Jack moved and Deane seconded that the Board approve the 2006 General Manager budget in the amount of \$461,661.

Background: Leslie mentioned a couple of line items “with significant overages” and she wanted to address any questions from the Board regarding increased expenditures that included toilets (she noted “It’s all about pre and post-Fair, folks”), legal expenses, and health insurance.

Discussion: Brad feels the salary expense is too low. Hilary said some salary expenses for Robin come from the Culture Jam budget and costs for temporary help come from other parts of the budget. Anna asked about the \$47,000 insurance expenditure and wanted to know if that was liability insurance and if that amount was certain. Leslie said every year it can change and the policy renews in April but “our agent doesn’t anticipate any large increases.” The amount Anna noted includes “a whole raft of insurance policies” besides liability. Leslie said a few examples are workers comp, commercial auto, volunteer accident, Board and Officer liability, general liability and others. Anna wondered if the Fair has enough “to cover unknown contingencies” and suggested that leaving some money as a “cushion” would be

fiscally responsible. Lawrence thinks the toilet expense of \$48,000 will need to be higher because “we’ll have to do more pumping in the six-packs this year, especially on Saturday.” Bear wondered why the \$2,000 repair and maintenance item was reduced from last year’s budgeted amount of \$3,800. Leslie said the past amount was rarely all spent and seemed “too big a placeholder.” That category is primarily used for expenses such as repairs to the town office or the renter’s unit. Deane said he was glad to see an increase in toilet expenditures and wondered if even more should be budgeted. Leslie felt the current amount would cover the necessary pumping that Lawrence mentioned. Steve W. said, “This is one area where the impact of excess uncredentialed population has a huge impact.” Paxton would spend more and said it’s “a matter of health and sanitation.”

The motion passed: 10 in favor and 0 opposed.

APPROVE SITE MANAGER BUDGET

Lawrence moved and Paxton seconded that the Board approve the 2006 Site Manager budget in the amount of \$57,300.

Background: Steve W. said he’s “trying to make every dime squeak” and that “fuel is the big wild card.” He said the one surprise is that he asked for an increase in site support for temporary employees but got a 25% cut instead. Leslie said the new AM Charlie will have more time this year to organize volunteer work parties and they hope this will decrease the need for paid help. Steve W. said that’s “lovely in theory.” He accepts the budget and believes this amount “will carry us through the Fair” but is prepared to ask for additional funds if this amount proves insufficient later in the year.

Discussion: **Deane suggested amending the motion to include the additional \$2,000 that Steve requested. The amendment was accepted by Lawrence and Paxton.** Grumpy said, “If we need to increase later let’s ask for it then but approve it as is for now. Let’s leave it and see what happens.” Paxton thinks this has been an extraordinary year for weather damage and would rather include the money now. Bear agreed saying he’d rather “approve it all and use less than not approve enough and need more later.” Brad thinks it may “be bad form” to change this item and supports “sticking with the recommendations of the Budget Committee for now.” Jack said his impression is that Steve is “satisfied with the budget and knows he can come back.” Marlene suggested not “second-guessing the two treasurers or the Budget Committee.” Bear said he hopes “our choices are not limited to second-guessing, but to representing.” Deane said he only suggested it because he thought Steve wanted it. Steve said he mentioned it not because he was upset but because he was surprised. He got a laugh when he said he hoped it might be a mistake.

The amended motion failed: 4 in favor and 6 opposed (Brad, Anna, Katie, Diane, Marlene, Jack).

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

APPROVE ADMINISTRATIVE ASSISTANT BUDGET

Bear moved and Deane seconded that the Board approve the 2006 Administrative Assistant budget in the amount of \$29,800.

Background: norma said the budget is so current it even reflects the recent increase in the cost of postage. She noticed the amount for website maintenance was zero because she had forgotten to request that line item. The treasurers corrected that for her by adding in last year’s amount of \$1600. **Bear and Deane accepted the amended total of \$31,400.**

Discussion: Lawrence complimented norma on her ability to come in under budget. **The amended motion passed: 10 in favor and 0 opposed.**

APPROVE MISCELLANEOUS PROPERTY EXPENDITURES

Bear moved and Lawrence seconded that the Board approve the 2006 budget for miscellaneous property expenditures in the amount of \$5,000.

Background: (Note: Hilary said later that this line item covers various expenses such as property taxes and insurance for both the apartment above the town office and the manufactured home on Zenn Acres.)

The motion passed: 10 in favor and 0 opposed.

APPROVE CULTURE JAM BUDGET

Jack moved and Bear seconded that the Board approve the 2006 Culture Jam budget in the amount of \$32,500.

Background: Leslie mentioned a new line item in the Culture Jam budget called year round programs. The \$2,000 for that was provided by reducing the ‘express yourself’ training by the same amount. She mentioned a new program called Hip Hop Hope that will be run by the city of Eugene, and said the Fair will be involved with that. She will give more information on that at the February Board meeting.

Discussion: Lawrence said he “looks at this page in awe and wonder. The amount of good this represents and for it to be done so well really speaks to the high quality of our employees.”

The motion passed: 10 in favor and 0 opposed.

APPROVE GOTV REQUEST

Jack moved and Lawrence seconded that the Board spend \$2,000 from the newly-approved Board Change line item to fund the OCF Get Out the Vote project.

Background: The Board planned to discuss and approve this at the February Board meeting but decided to approve it tonight to save Kate Newhall from GOTV the drive down from Portland.

The motion passed: 10 in favor and 0 opposed.

PROPOSED GUIDELINES CHANGE

As the meeting was being adjourned, Grumpy asked to read one more suggested guidelines change into the minutes for consideration at a later time. Under ‘Towing of Cars’ on page 11, the guidelines currently state “The driver will be assessed a \$25 towing fee.” The proposed guideline change would omit the amount of the fee.

The meeting adjourned at 9:15 pm. The next Board meeting will be on Monday, February 6, 2006 at 7pm at the EWEB Community Room. The agenda, subject to change, will include the following tabled items: Budget Issues; Consider Donation to CALC New Theatre Project (Joseph); as well as the following new business: Appoint Wristbands Crew Co-Coordinator; Consider Donation to Community Puppet Theatre (Bear); Consider Donation to Spiral Scouts; Elders Helper Pass; Computer Privacy Policy; Consider Guidelines Changes; Peach Pages Proposal.

Minutes by Barbara Edmonds who thanks Alan Alda (“Never Have Your Dog Stuffed”) for the following quote: “It reminded me of the gambler in the old joke, leaving his house in the morning and thinking, *God, I hope I break even today. I could sure use the money.*”