

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

Monday January 22, 2007, 7pm, Central Presbyterian Church

Present: Bear Wilner-Nugent, Carl Taylor, Deane Morrow (alternate), Diane Albino, Jack Makarchek, Katie Cousins, Lara Howe, Palmer Parker (alternate), Paxton Hoag.

Not: Anna Scott, Greg Rikhoff, Lawrence Taylor. *(Deane and Palmer voted in their absence.)*

Background and Overview

The smaller and more informal annual Board/Budget meeting began with a general overview from Co-Treasurers Hilary Anthony and Steve (Grumpy) Gorham. Deane thanked the Treasurers for getting the budget to the Board before the actual meeting so they had time to look it over. The multi-column budget is 18 pages long and includes figures from the proposed and actual 2006 budgets, the difference between the two, and the proposed figures for 2007. Each of the more than 25 crew budgets is broken down into Coordinator expenses, food vouchers, and supplies. Each of the other budgets such as the Administrative Assistant, General Manager, Board, and Culture Jam budgets have numerous line items ranging from 13 line items in the AA budget to 32 line items in the GM budget. The proposed revenue projection for '06 was \$1,223,000 but actual revenue came in higher at \$1,404,200, an increase of \$181,200. Proposed revenue projection for '07 is \$1,335,534. This includes revenue from many sources, just a few of which are admissions, sales, registration, parking, and grants. Proposed expenses for '06 were \$1,316,475 but actual expenses for '06 were under budget at \$1,258,359, a decrease of \$58,116. The total of proposed expenses for '07 is \$1,270,301. Grumpy said one of the changes in the layout of the budget this year is that the Entertainment budget is now broken down into six Crews rather than five, reflecting the structural change in the Crew that was called Ambiance in the 2006 budget. The three stages that had been a part of that Crew will now be a separate Crew (*referred to in the '07 budget as Outer Stages Crew but they are not sure if that will be the actual name of the Crew*). Hilary said the remainder of the Ambiance Crew will expand to include "the firedancers, public art booths, Altered Space, and more parades. We expect this Crew will have a stronger focus on creating participatory activities, decorating, and facilitating art installations." The increased Entertainment budget also reflects money for the tenth anniversary of Chela Mela and moving the Friday night fire dancing to the parking lot. Grumpy said the proposed budget does not contain either revenue projection or expenses for the Oregon State Fair. He also noted a couple minor corrections that needed to be made in the final budget: under the line item for Coordinator expenses, he said Sanitation should be \$250 instead of \$230 and Traffic should be \$500 instead of \$460. He said there are only three budgets that have more than \$500 budgeted for Coordinator expenses: Construction, Kitchen, and Main Camp. Hilary said there are a few Crew budgets that may need tweaking later including Kitchen, Inventory, Internal Security, and Recycling.

Approve 2007 Crew Budgets

Jack moved and Lara seconded that the Board accept the 2007 Crew budgets as proposed by the Budget Committee. (\$538,911)

Peach Gallery and Board: Deane thanked all the Crews that came in under budget for both expenses and supplies for 2006. Bear said at least three-fourths of all the Crews came in under budget. He asked why Wristbands and Printing were over budget for 2006. *(The proposed 2006 budget for Wristbands was \$4,999 and their actual budget was \$7,259. Their proposed 2007 budget is \$8,151. The proposed 2006 budget for Printing was \$13,230 and their actual budget was \$16,580. Their proposed 2007 budget is \$17,525.)* Leslie said at the time of the '06 budget approval they still didn't know what the actual cost of the wristbands would be, and the increase this year reflects that actual cost. Leslie said she would look at the transaction report to determine why Printing was over budget but she guessed it was probably due to printing a greater number of Guidelines and possibly some printing costs for the State Fair went under Printing instead of under State Fair expenses.

The motion passed: 9 in favor and 0 opposed.

Approve 2007 Board of Directors Budget

Jack moved and Lara seconded that the Board accept the 2007 Board of Directors budget as proposed by the Budget Committee. (\$68,250)

Peach Gallery and Board: Jack proposed a friendly amendment and Lara accepted it to add \$3500 to the 'change' line item to carry over that amount that wasn't spent in the 2006 budget. It would be committed to pay for work already contracted with RDI for Vision Quest sessions.

The amended motion passed: 9 in favor and 0 opposed.

Approve 2007 General Manager Budget

Jack moved and Deane seconded that the Board accept the 2007 General Manager's budget as proposed by the Budget Committee. (\$527,040)

Peach Gallery and Board: Leslie pointed out that the increase in the 'salaries' line item was due to Charlie going to full-time and Robin being added to the step table. *(proposed '07 salaries line item for six employees: \$189,480, but part of Robin's salary is listed in the Culture Jam budget and covered by the grant).* Katie asked to have the 'salaries' line item broken down in future budgets into individual salary amounts for the six employees. Leslie said the 'health insurance' and 'insurance' line items will probably decrease because of current negotiations with a new company, but are currently high to reflect last year's actual cost. The increase in the 'toilets' line item *(proposed '07 toilets expense: \$55,000)* reflects the increase of the '06 proposed toilet budget of \$49,000 but the actual '06 cost was \$52,976. Leslie said 37,650 gallons of grey water were pumped in 2006. Deane said he was one of the Board members who asked for more money for toilets and he thanked management and the Budget Committee for making that happen.

The motion passed: 9 in favor and 0 opposed.

Approve 2007 Site Manager Budget

Lara moved and Deane seconded that the Board accept the 2007 Site Manager budget as proposed by the Budget Committee. (\$62,900)

Peach Gallery and Board: Steve W. said, “It’s all good. It’s what I asked for.” He said the ‘outhouse’ line item was lower this year because the cost was split with the GM budget.

The motion passed: 9 in favor and 0 opposed.

Approve 2007 Culture Jam Budget

Lara moved and Deane seconded that the Board accept the 2007 Culture Jam budget as proposed by the Budget Committee. (\$34,700)

Peach Gallery and Board: Leslie said the Culture Jam budget is “pretty darn stable. The grant from the Lovell Foundation came through at \$11,000 this year, an increase of \$1,000 from last year’s grant award. The increase is meant to cover costs of year-round programming such as Hip Hop Hope.” Ever since Culture Jam was in its third year, it started paying for itself with grant money, or at least coming within a couple hundred dollars. The Lovell grant is just one of the grants that Culture Jam receives.

The motion passed: 9 in favor and 0 opposed.

Approve 2007 Administrative Assistant Budget

Lara moved and Katie seconded that the Board accept the 2007 Administrative Assistant budget as proposed by the Budget Committee. (\$33,500)

Peach Gallery and Board: norma pointed out that the ‘utilities’ line item is increased because the office utilizes the upstairs space now too, so that means more area to heat. Leslie said the Business Directory went over budget again and that their increased costs were covered by their increased revenue, but that perhaps they don’t understand that even though more revenue is generated that they still need to stick to their allocated budget. A couple people suggested the Board should hold a work session with the group that puts together the Business Directory; there seemed to be a general consensus that this was a good idea (*nodding heads around the table*) but a date was not set and no one was designated to contact the directory folks for a meeting.

The motion passed: 9 in favor and 0 opposed.

Approve 2007 Miscellaneous Property Expenditures Budget

Bear moved and Jack seconded that the Board accept the 2007 Miscellaneous Property Expenditures budget as proposed by the Budget Committee. (\$5,000)

The motion passed: 9 in favor and 0 opposed.

The meeting adjourned at 8:05 pm. The next Board meeting will be held on Monday, February 5, 2007 at 7pm at the EWEB Community Room. The agenda can be found at the end of the minutes of the January 8, 2007 Board meeting.

Minutes by Barbara Edmonds who thanks UO law student Westbrook Johnson for the following e-mail: “You can help donate one free mammogram a day to underprivileged women by simply visiting www.thebreastcancersite.com and clicking on the pink rectangle in the middle of the screen that says ‘Fund Free Mammograms – click here daily, it’s free’. Pass it along to people you know.”

