

**Oregon Country Fair Board of Directors' Meeting
February 7, 2011, 7:12pm in the EWEB Community Room**

Board members present: Diane Albino, John "Chewie" Burgess, Katie Cousins, Paxton Hoag, Lara Howe, Jack Makarchek, Deane Morrow, Jon Pincus (alternate), Indigo Ronlov (facilitator), Anna Scott (alternate) Jon Silvermoon, Lawrence "LT" Taylor. **Peach Gallery:** 44 present at the beginning, 41 after the break.

Agenda Review

Old business: Treasurer's Report; Peach Power charter revision (Anna); Community Center proposal (Lara); Path Planning front entrance proposal (Chewie); Direct Path Planning to plan for Craft Lot expansion was dropped (Paxton); Bi-lingual posters (Anna); Guidelines changes

New business: Donation Requests for Project Homeless Connect, Luper Cemetery, Fernridge Rotary, and Willamette Wildlife; Board Liaisons (Indigo); Appointments- Youth Stage Co-coordinators Marilyn Walker and McKenzie Heyler, Peach Pit Coordinator Amy Wolfson, Prefair Kitchen Co-coordinators Brooks Quinn and Betsy McCluer; By-Laws Revision (Katie); Dog Policy (Jon S); Camping Crew (Chewie); Negotiate and execute property acquisition (Jack); Clarify scope of Executive/ OM authority (LT); Board and Officer access to Personnel and Hiring Committee information (Jon S); Bi-Lingual Advertising (Anna); Radio loan to Project Homeless Connect (Chewie); Clarifying Personnel Manual (Jon)

Jon S moved, Anna seconded, to move "Board and Officer Access to Personnel and Hiring Committee information" from new to old business. Following brief discussion, the motion passed 10-0. Discussion: This is a process and time sensitive issue.

Announcements

Fare Thee Wells are necessary for four of our Fair Family who passed on recently: Tommy Rhea - Site Crew; Bill Brogden - Traffic; Anna Armaiti - Community Village; and Jack Harnsongkram - Bangkok Grill (norma) Jen-Lin's granola cookies are the evenings Culture Jam scholarship fundraiser treats. (Robin) The Growth Workshop scheduled for February 21st is postponed. (Paxton)

Approval of minutes

Indigo moved, Chewie seconded, to approve the minutes of the January 3, 2010 meeting. The motion passed 7-0-3 (Lara, LT and Jon S abstained)

Recording Secretary's Report: Donation requests will be on the agenda for the March meeting. There are four requests asking for a total of \$5000. The work on forming a Scribe Tribe is moving forward and six of the seven committees now have designated scribes. An organizational and planning meeting is scheduled for February 15, 5pm at the town office. (Bill)

Budget

Treasurer's Report: The Capital Projects meeting is scheduled for February 15th. Crew coordinators will be receiving their 2011 budget notifications soon. (Hilary)

Old Business

The agenda item for the Peach Power charter revision was tabled (Anna). She distributed a handout (2nd revision Feb 6, 2011) illustrating proposed changes to the Peach Power Fund General Set Up and Administration description. The revisions are about allocation of "Green Ticket" revenues into the fund; allocations of funds to the operational budgets; energy efficiency; programs for water efficiency and solid material efficiency; and conservation related to activities and resources. The complete document is available at the office.

Lara moved, Indigo seconded, to affirm the board of Directors support of the Community Center Committee's current concept with the understanding that it will likely be modified plus refined as additional research is conducted and design issues are addressed. After discussion the motion passed 10-0.

Discussion: The committee's initial investigations are done and a work session has been held. A 4000 sq. ft. kitchen and a related 500 person seating area are envisioned. Further investigation is necessary and Board acknowledgment of this being about right is needed. (Hilary, Steve). **Board:** I support a kitchen and an outdoor seating area but I am skeptical about the need for a large indoor facility (Jon S). A lot of work has been

done, it all looks good and has my full support (Chewie). Other comments: sooner than later (Paxton); outdoor seating rather than more building (Anna); research into viability is appropriate at this time (Jon P); the Fair entry reconfiguration could be accomplished (LT); Fair Family members should continue to provide input (Chewie). A working budget will be needed soon in order to do detail planning and permitting (Anna). The committee will probably come to the Board in the upcoming months for funds for a market survey and an economic feasibility study (Jon S).

Chewie withdrew the agenda item for the Path Planning front entrance proposal. Work and planning for new booth areas is needed, it's coming, and the front area is part of that discussion. River erosion is taking away existing booth locations.

Anna moved, Jon S seconded, to direct the Poster Committee to draft a plan for posting a companion bi-lingual poster for 2011 and 2012 Oregon Country Fair. After discussion, and amending to "2012 and 2013", the motion passed 10-0.

Discussion: The sentiment is good and fits with our Diversity goal, but implementation has problems with space, with language choices, and with distribution locations. The website could be utilized but this work should be given more time - until next year (Charlie, Grumpy, Hilary). **Board:** The poster committee has discussed this question and there are challenges and complexities (Indigo). Other publicity should also be considered; a friendly amendment was requested to change this motion to the broader scope (Jon S). It was not accepted (Anna) but the date was amended to 2012-2013. Past outreach to the Japanese population was noted (Chewie) along with mentions by others (Katie) about the Spanish, Russian and Korean speaking populations. Opinions about the local Hispanic interest in the Fair were shared (Anna, Jon P, Paxton) with the idea that outreach through organizations like Centro Latino Americano could help. The "brand" of the Fair should be expanded to other cultures and this could be a monumental thing; targeted posters in key locations would be effective (Jack). In addition to publicity, the performance selections should also become more diverse (Diane).

Jon S withdrew his four proposed guideline changes having to do with crafts. **Jon S moved, Chewie seconded, to ask the Craft Committee to review these proposed guideline changes in preparation for the 2012 event. After discussion, the motion passed 10-0.**

Discussion: Several Craft Committee members (Ken, Bill, Cathy, Vince and Jim) agreed and expressed their appreciation. Jon S agreed to meet with the committee. Diane asked if the committee would also address the fairness question of a Booth Reps authority to remove a long time crafter.

norma agreed to edit the Guidelines booklet according to Paxton's request to have the Vision Quest goals printed on the inside of the back cover.

Chewie moved, Lara seconded, to change the guidelines in Section 3 paragraph 5 and section 49 paragraph 2, by inserting "Resale of fair inventory (any type of pass, wristband or vehicle sticker permit) for personal profit is a violation of guidelines punishable by probation or suspension." A friendly amendment to include "and a policy" (Jon S) was accepted. The proposed change as amended: "Resale of fair inventory (any type of pass, wristband or vehicle sticker permit) for personal profit is a violation of guidelines and a policy of the Oregon Country Fair punishable by probation or suspension." After discussion, the motion, as amended, passed 10-0.

Discussion: Inventory has been offered for sale on Craig's List and on E-Bay. This change expands on existing limitations and adds repercussions. This change is appropriate and is not redundant. The Fair is a participatory event (norma, Hilary, Jim, Steve). **Board:** Members requested some grammatical changes and offered general support for the motion (LT, Katie, Chewie, Diane). Control and enforcement is required; this could help with the expanding population issue (Jon P). Jack suggested this be our policy. Jon S asked for a friendly amendment to include the "policy" phrase and it was accepted.

Lara moved, Anna seconded, to change the guidelines in Section 6 to add "Coordinators of pre-Fair working crews are responsible for turning in an advance meal count to Main Camp Quartermaster." After discussion, Lara withdrew the motion.

Discussion: Members indicated agreement about the need for better control of meal populations but noted this is probably not appropriate as a guideline, is not easy to enforce, will place a significant burden on coordinators, and is a cry for help. **Board:** The Kitchen's frustrations are noted (Chewie) and an effort will be made to help find a solution (Lara).

The guideline change request regarding service dogs was withdrawn (Jon S). A motion to establish a service dog policy will be on the agenda for the next meeting.

The guideline change request regarding chartered buses was withdrawn (Paxton). The identification language was already updated to reflect the current operation (Charlie).

LT moved, Chewie seconded, to change the guideline in Section 36 after the Outta Site Parking section and before the Towing Section to insert: "RV's/Oversized Vehicles – All vehicles longer than 22' Feet, this includes trailers, will need to purchase an additional size based Vehicle Sticker. This sticker will cost \$30 dollars in addition to the cost of your regular Vehicle Sticker. The type of regular Vehicle Sticker you receive will still determine where and when you may park your vehicle." After discussion the motion passed 10-0.

Discussion: Members who commented agreed with the idea that large vehicles increase the problems associated with vehicle parking at the Fair and those who bring large vehicles should pay more for the impact. The fee will discourage the use of these large vehicles and some felt the fee should be much higher (\$100). Jesse asked if this fee would apply to alter-abled folks and the response was "yes".

Anna moved, Lara seconded, to change the guidelines in Section 45, sentence six to read "All individuals must have wristbands (Far Side campers must have a Far Side wristband to camp on the Far Side which will also be required to access the campsite before Noon on Thursday July 7th) and all vehicles must have Far Side vehicle stickers affixed to the lower left hand side of their front windshield. Failure to affix your Far Side vehicle sticker will result in your vehicle getting towed." After brief discussion the motion passed 10-0.

Discussion: This language reflects the reality on the Far Side in recent years. Cars have been towed in the past and will continue to be towed for non-conforming parking. Stickers must be affixed properly.

Paxton moved, LT seconded, to change Guideline 55 to add "All imported items should be Fair Trade or obtained directly from the source." as a new paragraph at the bottom of the section. After extended discussion the motion passed 8-2 (Lara, Chewie opposed).

Discussion: The language making some types of imports acceptable generated discussion about the differences between the 3-day event goods and Barter Fair goods. There will be confusion about how this guideline will be applied, how it can be enforced, and how it will send mixed messages about acceptable goods at the Fair. **Board:** This guideline would be enforced by the culture of the Family and through awareness and it only applies to the Barter Fair (Paxton). Past work on the Barter Fair issue was not completed; this is a small step with respect to the Barter Fair issue; and we need to get the Barter Fair issue settled (Jon P). Craft Inventory should be involved in the homework about enforcement (Lara). This concept is appreciated but it's not clear if it will help with the import issue (Chewie). This will make a difficult situation even less black and white (Jack). Fair Trade is a subject that should be familiar to the Fair Family but more discussion about Fair Trade, culture and community is needed (Indigo). Some guidelines are regulations and some are suggestions; imports are not specifically prohibited in the guidelines; they are prevented by the craft jurying process; a vote "no" implies support for the status quo (LT). This is a small step forward regarding the Barter Fair issue (Jon S). Chewie did not agree with LT's conclusion about a "no" vote but agreed the status quo is a problem. The Barter Fair is obviously an import fair and we need information to decide about a solution; the motion is a good step forward (Diane). A better discussion is needed about Fair Trade and product sourcing as we try to embrace culture and the international communities (Anna). Indigo asked for a friendly amendment substitute the words "we encourage" for the word "should". Paxton refused. The discussion concluded with remarks about the importance of hand crafted goods, about enforcement, and about how this guideline helps make a start (Lara, Jack and Deane).

Paxton moved, Jon S seconded, to change the title of Guideline 62 from "Prohibited Items" to "Inappropriate Items." After discussion, the motion failed 1-9 (Paxton in favor; Diane, Chewie, Katie, Lara, Jack, Deane, Indigo, Jon S, LT opposed)

Discussion: Members felt the guideline must remain firm and this weakens it so don't change it. **Board:** This is a step in the wrong direction (LT). The first line of the guidelines could be removed to improve the meaning (Paxton). Chewie moved to amend to change the first line. There was no second. The intention is confusing (Jack). Rearranging the section would help it make more sense (Diane, Anna).

A proposed guideline change permitting medicine delivery devices was not included in last month's proposed guidelines list so it will not be considered now but will be submitted next year. (Jon S)

Paxton moved to change **Guideline 70, 3rd Paragraph** "All crafts sold at the fair" to "All crafts sold during the fair", **5th Paragraph** from "Imported or manufactured items are explicitly prohibited" to "Imported or manufactured items are explicitly prohibited during the three days of the Fair." and to add "Non-juried handcrafted items and fair trade imports may only be sold on Thursday from noon on till midnight and at the Barter Fair on Monday. Non-juried items and imports may not be sold at the fair from Friday morning till Sunday midnight. All imported items should be Fair Trade or obtained directly from the source." There was no second so the proposed motion did not get on the floor.

Deane moved, Jon P seconded, to change **Section 79** to add to the end of the first paragraph "All food to be stored in any of the OCF refers must be received at or below 41° Fahrenheit or it will not be accepted." After discussion, the motion passed 10-0.

Discussion: Charlie explained the Fair cold storage is adversely affected if food is delivered in a warm state instead of already chilled. This guideline is enforceable and the requirement will be communicated to food vendors in their registration packets. **Board:** Members raised questions about the food storage process and acknowledged the need for food safety.

A guideline proposed by Hilary inadvertently missed getting listed in last month's New Business so was not eligible for discussion with this year's proposed changes. **Section 16 Fire:** add "Tiki torches have open flames and are prohibited. Because of the extreme danger, lit candles in tents are not allowed under any circumstances."

Jon S moved, Anna seconded, the Personnel Committee or any Hiring Committee shall answer any inquires made by any officer, any individual Board member or the Board as a whole. After extended discussion, Lara moved, Deane seconded, to call the question. The motion to call the question passed 10-0. The motion failed 6-4 (Indigo, Katie, Lara, Chewie opposed).

Discussion: The Board holds fiduciary responsibility, has a right to the information and operates with confidentiality (Joseph). **Board:** Regarding confidential information handling during a hiring process, the Board needs to provide clear instruction to the hiring committee about making information available to the Board members and a motion is necessary to establish that protocol (Jack). This motion says individual Board members may contact individual committee members to obtain information but we operate with the idea that no singular Board member has any special rights over the Board (Jack). Chewie asked for a friendly amendment to withdrawn the part about individual Board members. Jon S refused the request. Information requests can usually be communicated better by an individual than through the Board as a whole (LT). Individual board members are not likely to abuse the process or influence decisions (LT, Paxton). A simple protocol and clear direction is necessary because it is too difficult to arrange a Board vote each time certain information or follow up information is needed; or there is no committee chairperson to act as a point of contact (Jon S). Individual members may not wish to speak for the committee (Anna). The need for Board members to oversee the hiring committee in this way is micromanaging (Indigo). Jon S suggested amending the motion to say "...committee or members thereof shall...." The suggestion was not accepted (Anna) who noted the Personnel Committee strives to speak as a whole. The Board as a whole is a better way to ask for information and with twelve Board members there could be many different questions (Lara). The Board as a whole should do the asking and information could be exchanged in executive session (Indigo). Board members contacting committee members should be acceptable but it's not required for the committee member to respond (Deane). The motion says the committee is required to answer (Paxton). The Board needs to have all necessary and timely information in order to make good decisions, especially on matters with potential for liability (Jon P). An e-mail mechanism for questions and responses might work better (Chewie). The types of answers depend on the types of questions (LT). The need and timing for information changes through the process and the potential for micro-management exists (Indigo). The intent of the motion is to provide clear direction to the committees and to get good and timely information but is not intended to lead to micromanagement of the committee (Jon S). Good information is needed and abuse is not likely (Paxton). In the past, the Personnel Committee has followed instructions provided by an attorney; a Board liaison could serve as the information conduit; and individuals can't speak for the whole (Palmer). A balance is needed; this will reduce the formality of the process; the need for information is recognized; individual side-bars are the problem (Charlie). This is a negative approach in the way it creates a precedent for requiring information (Chris). Information could be exchanged in executive session (Andyman). A committee responding is better than one person to another (Jack). That's exactly what this motion says (Paxton). This motion applies to these particular committees; the subject matter has the potential for liability (Jon P). A better way to go about getting important information in the middle of a hiring process is to change the process (Katie). Lara moved to call the question.

Staff Reports

Operations Manager: Charlie- The office is at full strength. There has been a lot of work on the internet project and people can sign up by going to "ocfcommons.oregoncountryfair.org". When signed up they will be given access to their respective groups. The functionality is still limited but is growing. This is an interim website just to get us accustomed to on-line collaboration as we prepare for the new site yet to come. The Assistant Manager job posting is closed and there were a lot of applicants.

Site Manager: Steve- The month of January was remarkable for the rain that did not arrive. The normal rainfall is 7.65" and we have received 2.05". The river was high at the beginning of January and it's the high flow to low flow fluctuations that lead to incremental bank erosion. Alice's is getting a lot of use and is working well for people. Spring is coming to the site and the staff is starting work on the spring projects.

Administrative Assistant: norma- The Spring Fling is scheduled for May 7 and the raffle proceeds will be used for Culture Jam. Raffle prize donations are needed. The Endowment Committee has been working, awards have been determined and there will be an announcement in the FFN.

Committee Reports

Path Planning Committee: The Committee met on January 16, at Alice's with twenty two people in attendance. An invitation had been sent to the Board members and eight of them participated in the meeting.

The main purpose of this meeting was to go over in detail the contents of the "Report and Recommendation" document that was presented to the Board at the December Board meeting. There was lengthy discussion on the contents of the document with questions and answers coming from both groups.

The Committee reviewed the Entry Way Improvement designs that are being worked on by a Path Planning sub-committee. Two main designs were looked at along with the plan to compile the required details and costs and then submit them to the Budget Committee as a Capitol Project request, by the end of January. The Committee approved the process that was recommended.

The next regular Path Planning meeting will be held on site at either Alice's or the Hub Yurt, weather permitting, at noon on February 20, 2011.

Elders Committee: The Committee met in the OCF town office at 7 pm on January 20 with twelve people in attendance.

Eight Elders applications were received and reviewed. Four of them had all the required information submitted and were approved, with the other four needing some verification to complete them. The Committee approved them subject to receiving and verifying the missing information. This now makes the total number of qualified Elders five hundred and forty one (541).

The Committee reviewed the plans and designs for improvements for The Still Living Room for the 2011 Fair. The design outlines and projected costs, including the next Time Line Mural covering the nineties, will be put into a Capitol Project request and submitted to the Budget Committee by the end of January.

The Elders Committee members are reviewing the current process that is used to obtain passes for the Fair to see if there are ways to improve on the current method. In past years there have been isolated problems that have created some stress and difficulties among the personnel that handle passes each year. As the problems are being identified and corrected, the process is improving each year.

The next regular committee meeting will be held at the town office at 7 pm on February 24, 2011.

Evolution Task Force: The Evolution Task Force dedicated their January meeting to an on-site retreat and Oral History Video Production workshop at Alice's Jan 29-30. We spent the weekend learning the ropes of video production and trying our hands at recording stories. We were joined by video production extraordinaire and fair elder Jerry Joffe who conducted a 2-hour "Video Production 101" seminar on Sunday. We learned from a lot from Jerry and then went out to practice our new tricks on innocent elders.... who were gracious enough to let us interview them, play with our new technology and practice to our hearts' content... while letting us laugh with them and amazing us with some pretty hysterical stories.

Adjourn

The meeting was adjourned at 10:20pm. The next Board meeting is on March 7, 7pm at EWEB.

Tentative agenda for the March Board meeting: Donation Requests for Project Homeless Connect, Luper Cemetary, Fernridge Rotary and Willamette Wildlife; Board Liaisons (Indigo); Appointments- Youth Stage Co-coordinators Marilyn Walker and McKenzie Heyler, Peach Pit Coordinator Amy Wolfson, Pre-fair Kitchen Co-coordinators Brooks Quinn and Betsy McCluer; By-Laws Revision (Katie); Dog Policy (Jon S); Camping Crew (Chewie); Negotiate and execute property acquisition (Jack); Clarify scope of Executive/ OM authority (LT); Bi-Lingual Advertising (Anna); Radio loan to Project Homeless Connect (Chewie); Clarifying Personnel Manual (Jon); AM hire (Indigo)

The By-Laws revision motion: I move that the bylaws of the Oregon Country Fair be amended so that the following sections will provide as follows:

1. ARTICLE I. NAME, OFFICE, MAILING ADDRESS

The name of the corporation shall be The Oregon Country Fair. Its registered office and mailing address shall be at 442 Lawrence Street, Eugene, Oregon 97401, or such other office or mailing address as established by the Board.

2. ARTICLE IX: OFFICERS

1. Officers. Officers of the Fair shall be four: a President, Vice President, Secretary, and Treasurer. At the Board of Directors' discretion, any officer position may be shared by one or more persons.

6. Vice President. In the event of the death of the President, the Vice President shall become President for the unexpired portion of the President's term. The Vice President shall have all the authority and powers of the President during any period of time that the Board determines the President is incapacitated.

7. Removal. Any officer may be removed with or without cause by a vote of the Directors at any meeting where prior notice has been given to the Board that the matter will be discussed.

8. Resignation. Any officer may resign by delivering written notice to the Secretary.

9. Vacancies. Any vacancy in an office may be filled for the unexpired portion of the term by the Board.

These minutes have been updated to correct a name spelling (Betsy was Betsey) and to add agenda item "AM Hire (Indigo)". They differ, only in these two instances, from the minutes published in the February 2011 edition of the Fair Family News.