

**Oregon Country Fair Board of Directors' Meeting  
June 04, 2012, 7:05pm at EWEB**

**Directors present:** Diane Albino, John 'Chewie' Burgess, Saman Harnsongkram, Paxton Hoag, Jack Makarchek (president), Deane Morrow, Indigo Ronlov (vice-president & facilitator), Anna Scott (alternate), Jon Silvermoon, Lawrence 'LT' Taylor, Bear Wilner-Nugent. **not present:** Lucy Kingsley.  
**Peach Gallery present:** 8 members and guests, 6 staff (Tony, Steve, Robin, norma, Charlie, Andy), and 3 officers (Hilary, Grumpy, Bill).

**Agenda review**

**Old business:** Secretary's report; Treasurer's report and budget business; Lane Arts Council membership (Bear)

**New business:** Donation requests (Siuslaw Women's Center, Moose Lodge Special Olympics); Meeting facilitation protocols (Jon); Member and Volunteer Relations staff person (Jon); Appoint Whitney Bonnett co-coordinator for Ambience (Deane).

**Announcements**

During Main Camp, all crew coordinators need to get their meal counts turned in to Quartermaster by the end of the previous meal. Bear

The Fair Family notes with sincere sadness the deaths, due to gun violence, of Drew Keriakedes and Joe Albanese in Seattle last week. These two musician / vaudevillians performed at the Fair in past years in various incarnations - Circus Contraption, God's Favorite Beefcake, Tentacled Sawfish, and Rubber Chicken Lollipop. They were involved with the Moisture Festival in Seattle and performed at Daredevil and Chela Mela most recently at the Fair. Hilary

The Thirteen Indigenous Grandmothers will meet in Lame Deer, Montana from July 26-29. The council will deal with generational trauma and forgiveness. Go to websites "[centerforsacredstudies.org](http://centerforsacredstudies.org)" and "[gramndmotherscouncil.org](http://gramndmotherscouncil.org)" for more information. Indigo

The May 2012 Occupy newsletter was delivered to each Board member. Jain E

Main Camp campers and Booth people who find trouble with tree damage and other issues can use the Camping Log at Quartermaster for contact info and to get assistance if they cannot find immediate camping support. Jen-Lin

The Culture Jam funding from the Lovell Foundation was reduced this year so, with help from Leslie Scott and Carolyn Garcia, funding was applied for and received from the Rex Foundation (Grateful Dead). Not only will we be getting \$3000 needed dollars, but the Culture Jam event and the Oregon Country Fair will be listed on the Rex Foundation website and in their newsletters. Thank you, Carolyn and Leslie. Robin

The annual Teddy Bear Picnic will be held on the site on August 18th and the Evaluation Meeting will be held on the 19th from 10am to 2pm. This year's Evaluation Meeting will have a new flavor and will include a work session with the Board and Operations about the relocation of the Barter Fair. norma, Indigo

**Staff Reports**

**General Manager (Charlie R):** We just finished a great opening weekend for Main Camp, we had a lot of people show up to work and their spirits were high. The kitchen crew served 180 meals for Saturday lunch and it was probably the largest count ever for the first meal of Main Camp. We are off to a positive and active start and it is really appreciated.

In May we had a big push to get ready for the opening of Main Camp, making sure the kitchen was prepared and the vehicles operating and major projects were ready to start. We are dealing with a lot of winter weather tree damage as it is exposed and revealed and everyone is learning that some adjustments should be expected.

The June coordinator potluck was held on site for the first time this year and over 100 people showed up so it was a great meeting and a lot of information was exchanged; that should really help keep the operation of our event smooth again this year. Due to recent changes, acting coordinators for this year are Amy for Recycling and Kay and Amber for the Sign Crew.

A number of meetings over the past five months have been held with the Lane County Sheriff's Office regarding their staffing support for the event. The service cutbacks were a big concern but they are expected to be less drastic than earlier anticipated. It appears the Fair will have Sheriff's deputies on hand at the property gates to help with security and to be on hand for emergency support, including support for any emergency needs at the outside campgrounds.

A general meeting with the outside campground operators is planned for two weeks from now as a way to coordinate information and to clarify the expectations of the community, the Fair and the Sheriff's Office.

Security coordinators are working to make sure their crews are well trained and understand how to do appropriate wristband checking and the importance of kind and humane interactions.

Gypsy Way changes are coming together and the coordinators, stakeholders and committee folks are all working together on the fencing, layouts and security and it's looking pretty cool and wonderful. This change will be new for this Fair and is the precursor for even bigger changes to come for the Front of the Fair.

We are continuing to work with the folks from the Eugene Celebration and are making sure we are supporting the event. A new proposal for some funding assistance will be put on new business in July for consideration at the August meeting. Our relationship remains solid and good and we are planning to be in the parade again this year.

Veneta is turning 50 and the celebration is set for the Saturday after the Fair, July 21, from 4 to 10pm near the swimming pool and park. The Fair is a major part of the community and will be present in a big way, helping with opening and closing, to show our support and appreciation to our friends and neighbors.

This year at the Fair, we will be making Friday night a movie night and will be showing a double feature at Main Stage. It will be a blast from the past and is themed as a kick-off to the Archives Project. It will be about two hours long, starting a little before 10pm. The plans are coming together nicely and are quite exciting.

Ticket sales are moving along on schedule and just as expected based on our historical records. We have sold about 1200 3-day tickets at this point. The Fair is collaborating with the Lane Arts Council and as a promotional effort the Fair will be the supporting force and spirit behind the First Friday Artwalk that takes place just before our event in July.

We have 39 days to go!

**Administrative Assistant (norma):** The site office is established and in full swing. I'll be in the site office most days of the week now. Robin will continue running the office in town. Entertainment schedules are about ready and will be posted soon. The first week of Main Camp was intense. Come on out and see us.

**Office Assistant (Robin B):** The town office is open daily from 1 to 5pm and the rest of my time is devoted to Culture Jam preparations. We are busy making arrangements for 54 youth participants and 27 staffers.

**Assistant Manager (Tony):** As a reminder to all coordinators, we have a Sound Permit Policy in effect; information and permits can be found on the dot-net website and at Quartermaster. We have a lot of new toilets on site and they are all BRAND NEW, thanks to our supplier, the Honey Bucket company. Ride-share communications and information exchange is active on the transportation page of the website to help people with transportation needs. Inventory crew is active and appointments are starting so coordinators can call to make arrangements. Saman asked about providing special toilet arrangements for food booth workers, recognizing the importance of food safety and good hygiene and the problem of lost time while workers are standing in lines. Charlie said the Health Department is very involved with the food vendors and each food booth has their own hand-washing station. Providing separate toilet facilities comes with problems of access and separation and that has all been taken into account. Separate facilities are provided in certain places with workable access and separation.

**Site Manager (Steve W):** On the subject of toilets, the site has recently purchased two additional used units for permanent use and AndyMan has recently constructed a portable toilet station, complete with hand-washing capability and a water tank, on a small trailer frame.

Three good weekends of Main Camp preparations were completed since the last meeting and we should take our "hat's off" to Construction Crew for the kitchen setup and pressure washing and for getting an early start on stage repairs. Some big appreciation goes out to the Tree Crew for showing up

often and getting so much work done. They will continue to be very busy for some time yet and will be starting aerial evaluation and removal in the upper parts of the trees in about two weeks.

Site crew is using a chipper to help clear the woody debris in and around the booths and camp areas. Some of the roads had a lot of downed trees along with erosion and silting so a lot of road work is anticipated. There will be change for everyone as we re-discover our site and the effects of the winter storms. There's still a huge amount of work to do by all the operations crews to be safe and ready by event time. Please check out your booth or camp space ASAP, and inform Main Camp (Quartermaster, Registration, Construction/Red Tag, and Archaeology) of situations needing attention.

### **Committee Reports**

Anna said that Board committees continue to work during this pre-Fair time period and the committee members all deserve a big shout out. Peach Power will meet in June to support Peach Power funded projects that are on the ground and underway. The Community Center Committee will meet on June 18th and will be working on the organizational structure and site plans.

**The Path Planning Committee** and guests met at Alice's at noon on May 20<sup>th</sup>. Eighteen people were in attendance with several staff members included.

*The next thing for the Committee to commence working on are follow up steps after the board motion just approved last month to open Crafters Lot in 2014 to public use. A detailed survey, alternate camping areas and what could go where are major components of this process. The Committee plans to continue providing information about these processes to the fair family by every medium available such as the web, FFN and workshop meetings.*

*Committee members and guests started looking at various ways the Crafts Lot area can be utilized to maximize the presentation to the public. Everyone's view points are important so there will be a lot of work to sort and combine ideas to arrive at a good starting point. The Committee discussed what information needs to be posted in the info kiosks about what is happening and what is possible in the foreseeable future. These info kiosks will be placed in pertinent areas during this year's fair. A subcommittee will compile all the specified materials and develop a workable schedule to post and display it.*

*A Path Planning meeting will be held on September 16<sup>th</sup> to develop the work plan for the coming year and the next regular Committee meeting will be held on September 23, 2012. The locations and times for these meetings will be determined and announced closer to the actual date.*

**The Elders Committee** met in the town office at 7 pm on May 24<sup>th</sup> with fifteen people in attendance.

*An article about the Still Living Room experience was reviewed and approved to be placed in the Peach Pit for this year's fair. A very cool article!!*

*The Committee is looking at continuing to make polymer clay Elder's identification discs for Elders to wear at the fair. To help decorate them the next Elders meeting will be held at Kay Kintzley's home starting at 5:30 pm on June 28<sup>th</sup>.*

*The Old Timer's Picnic plans were discussed. The Elders will continue to supply deserts and cider. Food and music will be available as well. This event is a way to honor the people in our past as well as the present that have helped create this wonderful event.*

*The second Elders camp work party was very well attended with everyone working hard to get the area ready for camping by the Elders during this year's fair. Removing poison oak and bringing in dirt to help level tent site areas is becoming an annual activity in the area.*

*A report on the Archives Project was given. A meeting was held on the 26<sup>th</sup> on site to look at what can be presented at the fair this year to get the ball rolling. This will include an outline of the project and a survey form for people to supply feedback about the project.*

*The Committee reviewed and then approved a request from Path Planning to display a small info and survey board about the future developments in Crafts Lot and Gypsy Way area, in the Still Living Room Area. A lot of people spend time relaxing and reading about the history of the fair here and being able to get some insight into what may be in the future pipeline of fair development will be a good thing for fair family members as well as the general public.*

*The next regularly scheduled Elders meeting will be held at Kay Kintzley's home at 5:30 pm on June 28<sup>th</sup>.*

### **Board Donations**

**Secretary's report:** The Board has donated \$6000 to 11 different non-profits so far this year. Six donation requests totaling \$5500 are on the consent calendar for the next donations meeting in August: Stove Team International (\$1000, Indigo); Tamarack Wellness Center (\$1500, Chewie); Healthy Democracy Fund (\$500, Chewie); Eugene Sunday Streets (\$500, Bear); Stillpoint Farms Women's Festival (\$500, Indigo); and Cheyenne Women's Council (\$1500, Indigo). Two other requests have just arrived: Siuslaw Women's Shelter (\$500, Chewie) and Moose Lodge Special Olympics. The next donations calendar will be considered at the August meeting.

### Approve Minutes

**Indigo moved, Bear seconded, to approve the minutes from the May 7, 2012 Board meeting. The minutes were approved 10-0.**

### Old Business

**Treasurer's report:** Hilary said the annual financial review should be completed this month and is ahead of schedule this year. Lots of money is coming in and going out right now so hold on tight.

Saman requested that the treasurers provide a monthly financial report that has a column showing the prior year's actual expenditures as a point of comparison. Hilary and norma said that was possible but it would mean dropping off the budget comparison column. They suggested the two formats could be used on an alternating monthly basis.

Charlie Ruff asked for a budget adjustment to increase the General Manager contingency line by \$3000 in order to pay for rental of a walk in refrigeration unit at Main Camp for use by the Hospitality crew and the Kitchen crew. The idea was discussed but the information was not available during the budget discussion period earlier in the year. This unit will preserve food that is usually lost to spoilage and will improve food safety. The unit has already been brought in and this budget adjustment will clear up the process of paying for it. **Paxton moved, Bear seconded, that the GM contingency line item be increased by \$3000 to pay for the Main Camp kitchen refrigeration rental. After discussion, the motion, as amended, passed 10-0.**

**Peach Gallery:** This would normally be a capital project but it is needed (Joseph). This plan was cleared with the Budget Committee before it was committed (Charlie). The Budget Committee felt it was important to either increase revenue or reduce expenses to compensate for this change and the committee recommends that the Mauldin land contract be paid off now, reducing interest expense of about \$5000 on an interest rate of 8% as a way to compensate for this rental expense. Anna asked for a friendly amendment to include this in the motion. Paxton said he prefers to wait for the July meeting to consider the early payoff. **Bear moved, Anna seconded, to amend the motion by adding "and pay off the Mauldin's contract now in order to save the interest expense and compensate for the rental expense." After discussion, the amendment passed 10-0.**

**Peach Gallery:** Is there an early payoff penalty (Chris)? No. **Board:** This financial solution reduces my concern (Anna). We made a deal with a neighbor and now it sounds like we are changing it (Deane). How does this affect Paula and the Larson's (Chewie)? The payment schedule was set up to help reduce their tax liabilities so this payoff doesn't change the intention of the agreement; there are two payments remaining and this will only reduce some of the interest they would have received (Hilary). The tax liability purpose has already been achieved (Bear). If she is aware of this and if she is ok with it then I'm for it (Deane)? What is the balance, when are the payments due and do they show in our budget (Jon)? The balance is \$107,000 and a payment is due in September and a final payment next March; these do not show up in the operating budget (Hilary, Charlie). This amendment means we will be spending down our reserves at a time when we are projecting a budget deficit (Jon). Yes (Hilary). We are allowed to prepay without penalty and the Board's fiduciary responsibility is the Fair so this should be approved; the payments will come due whether or not we have a budget deficit (Grumpy). I still prefer a July discussion about this because we will know more about our sales projections (Paxton). I was involved in the deal and discussion and we agreed to make payments over a period of years but we never agreed to an early payoff penalty (Jack). We should make this decision in August after talking with people and finding out more about the expectation (Saman). We will be paying off this loan agreement before next year's Fair so we can either do it now or in a few months (Hilary). Any delay just costs us more; we are within the terms of our agreement and must not divide our loyalty (LT). Could we just pay the September payment early and how much would that save (Jon)? If you are voting no, what is the bad thing; we should not delay for delay's sake (Bear). We should pay it off because 8% is very high interest rate (Tony). I'll be calling and will explain this decision; I also need to contact them about our haying (Steve). It is not

unusual to pay off loans that are subject to high interest rates, it happens all the time (Hilary). Their tax benefit goals were achieved (Charlie). At the end of the term for a loan there is usually a clean-up payment (Jack). The amendment passed.

**Peach Gallery continued:** Speaking to the main motion, we have had to move big refrigeration equipment around due to our limited capacity and it is troublesome and risky; now a big good unit will remain in place in the screen house (Steve). We used to have capacity at Main Camp and now this restores it, last year we lost a couple of thousand dollars worth of food (Tony). Looking at the long term, we need a Community Center with good kitchen facilities so we can stop doing this over and over (Grumpy). Early payoff of this loan will not affect the Fair's ability to respond to an actual deficit (Joseph).

**Board:** Is this a rental for one year (Chewie)? Yes. What is this unit (Anna)? It is a commercial refrigerator trailer, 7' x 13', from a Portland rental firm (Tony). Hauling food around for storage purposes is tough and this will make our food service safer and faster (Bear). This is a good solution for the kitchen and for hospitality; the crew coordinators are ecstatic (Paxton). In the short term this is a good move for health safety and financial reasons (LT). Maybe we should buy our own unit, how much is the cost (Saman)? About \$14,000 (Tony). What was the cost of the permanent refrigeration facility (Saman)? About \$34,000 (Hilary). Modular walk-in cooler systems are available and could be considered for the Community Center (Saman). Food safety is the main reason and this solution is a win-win (Jack). What is the power source for the unit (Anna)? It's on the grid, 220V with a 20 amp circuit (Tony). There are refrigerated semis on the highways; wasn't there a cooler at the Hub (Deane)? Yes, and its in use (Charlie). Is this unit also a freezer (Chewie)? No. Will this be needed next year too (Jon)? That is a likely assumption (Charlie). There probably won't be an upland kitchen for at least two years or more so maybe we should buy a unit (Jon). The motion passed.

**Bear moved, Chewie seconded, to purchase a \$500 membership to the Lane Arts Council. The motion passed 10-0.**

### Member Input

This year's Evaluation Meeting, on August 19th, will have a new flavor and will include a work session with the Board and Operations about the relocation of the Barter Fair (norma). A work session in the fall was planned for the Barter Fair; is that still planned and can we announce the date in July at the Fair (Jon)? The Evaluation meeting will use about an hour this year leaving the bulk of the time for starting the Barter Fair conversation. This means the discussion will be started soon after the Fair and allow extra time for the process (Indigo). It would be helpful to set the Fall date for a worksession so the people who come to the Fair can be informed (Jon). The date of the Evaluation Meeting and Barter Fair discussion on the 19th could be announced at the Fair; some interested Barter Fair participants might be away at other festivals that weekend; maybe we should pick the day of the OCF annual meeting for a fall work session (Jen-Lin).

One communication mechanism that is planned is use of a pamphlet about the Barter Fair history, important dates, contact information, and a comment section; the pamphlet would be passed out at the Barter Fair gate so all the participants would get the information (Tony). The intention with the August 19th date is to get an early start on the conversations (Charlie). I hope we will have many conversations because there are a lot of concerns; the August date will be announced, and then another date could be selected after that and maybe even another date before March 2013; not setting a follow up date before the fair is not a disservice (Chewie). The member input at the Evaluation Meeting is fertile time and other discussions should not displace the open space process (Joseph). I like this evaluation date for starting the Barter Fair discussion; it is a creative time and a great opportunity to get a lot of people together; I would expect to have a second work session later in the fall (Paxton). The deadlines for Guidelines changes related to the Barter Fair are driving the timeline so getting started in August will be very helpful (Indigo). The purpose for the Barter Fair change is to open up the area for our Crafts Lot expansion; this, like the new Kids Loop, is exciting for the future of the Fair; things are happening (Deane).

This is my first weekend on site this year with my crew and I am very grateful to the organization for the resources that are provided; I will miss the next Board meeting for family reasons (Bear).

We need to look through the eyes of children and I was at the site recently with my daughter and her friend to see the flowers. My daughter, looking into a small pool, said "we need to be careful around the puddles to not hurt any tadpoles." Her friend, finding a piece of garbage on the ground said "now, who would drop this here?" (Anna).

On May 6th, 18 seniors from the River Road area came to the site for a Wild Flower Walk through the uplands and around the Main Stage area. They were not our usual guests but they were very impressed and pleased with what they saw and had a blast. It was really fun and they liked our playground immensely (Chewie). It's not the age; it's the perception of what you see when you get there; the magic is always there (Chris).

#### **President's Peace**

Thanks, everybody, for being a part of this organization.

#### **Adjourn**

The meeting was adjourned at 8:37pm. The next regular meeting is July 1st at 4pm on the property of the Oregon Country Fair in Veneta, OR.

#### **Tentative agenda for June**

Secretary's report and Donation Requests

Approve minutes from the June 4th Board meeting

Treasurer's report and Budget

Meeting facilitation protocols (Jon)

Volunteer and Member Relations staff person- "The Board requests the Personnel Committee develop for Board consideration a position description for a volunteer and member relations staff person." (Jon)

Appoint Whitney Bonnett co-coordinator for Ambience (Deane)