

**Oregon Country Fair Board of Directors' Meeting
February, 4, 2013, 7:10 pm at EWEB**

Board members present: Diane Albino (alternate), John 'Chewie' Burgess, Lucy Kingsley (alternate), Jack Makarchek (president), Deane Morrow, Indigo Ronlov (vice-president), Kirk Shultz, Sue Theolass, Paxton Hoag, Lawrence 'LT' Taylor. **Board members absent:** Saman Harnsongkram, Bear Wilner-Nugent **Peach Gallery present:** Staff (Charlie, norma, Steve, Andy, Tony, Robin), Officers (Hilary, Grumpy, Bill/Randy), and 32 members and guests.

Agenda review

Old business: Appoint Recording Secretary – Randy Turney (Chewie); Confirm January 7, 2013 Board meeting minutes (Indigo); Treasurer's report and budget items, 2 personnel budget items (Chewie); Appoint youth stage co-coordinators – Solstice Tiger-Lily Dunbar-Kent/ Johan Dunbar-Wattles; Barter Fair Update (Lucy); Guideline Amendments (Deane)

New business: Re-appoint/re-apportion donation to Good Work Film Festival (Chewie); Appoint sign/banner co-coordinators – Amber Jane Reide/Bill Jerome (Chewie); Addressing glow sticks (Chewie); Support for low power FM radio (Paxton); Dali Lama transportation assistance (LT); Barter Fair (Lucy); Appoint childcare co-coordinators – Lori Cunningham/Johnny Whiddon/Gabriel Trout (Paxton); Appoint teen crew co-coordinators (Paxton); Re-occurring donations (Indigo); Suspension Policy (Indigo)

Announcements

The Oregon Country Fair has closed a deal to purchase 5 acres and existing structures at the southwest corner of Arrow and Suttle Road, known as the Henderson Forest. (Charlie) Four Fair family members have passed in the last month – Gil Harrison a potter/recycling crew/quartermaster, Randy McCarley who made canvas bags with the peach logo, Carol Satej from Community Village, and Garrett Brandt from the Recycling crew (norma) The Barter Fair Task Force has provided their report/guidelines to the Board and they are hoping to get Board sponsorship for a committee and appointments to continue this important work. (Spirit) There will be a memorial service at the Mohawk High School for Garrett Brandt on Sunday, February 10. (Amy) There is a group calling for help and support for the memorial for Gil Harrison. Also the Good Works Film Festival will have a presentation of the film "In the Family" on March 16 and 17th. (Cynthia) It is never too soon to think about your OCF projects and if your projects are going underground be sure to contact archeology. (DJ) The stage crew coordinator for Gypsy stage, Tim Coslow, has also passed away. (Kirk)

Staff Reports

General Manager (Charlie): I am incredibly excited to report to you that one of our two pending property purchases has successfully closed. The Fair now owns five new acres and the two existing structures upon them. Five acres may not sound like much when added to our existing 441 acres but the location of these five acres is fairly significant. This is the property on the southwest corner of Aero and Suttle Roads that was previously owned by Neil Henderson. Some of you may know it better by the name Henderson Forest. We were able to purchase the property for less than the market value appraisal price. While it is unlikely we will try and make changes for this year to our traditional Fair access, the opportunities this new acquisition makes available to us present some tremendous new options in the years to follow.

Camping Crew work moves forward focused on reworking Ms Piggy's & Island Lot and preparing for the Craft lot moves of the next couple of years. This is no small task and will require a lot of hard work, good faith, compromise and positive belief that we can create a better future for all involved, if we work together. We have scheduled a public work session for Saturday, March 9th to work with stakeholders and the immediately affected residents around our plan and process for moving forward. The meeting will run from 1:00PM through 4:00PM at the Hilyard Community center.

The Community Center committee's next regularly scheduled committee meeting is at the Fair office on Monday, Feb. 18th. The committee and our partners from Pivot/Solarc will be presenting back to the BOD at a special work session scheduled for Monday, March 18th. For more info you can reach out to the committee via e-mail at ccc@oregoncountryfair.org.

My deep thanks and heartfelt gratitude to Brooks Quinn who has stepped down as pre-Fair kitchen crew coordinator. This is one of the most demanding jobs of Main Camp and requires a time and energy commitment that is truly incredible. Three meals a day for 7 – 8 weeks is a lot to put together, in any setting, but even harder in our temporary kitchen. Last year under Brooks' supervision the kitchen was consistently on time for meals and the food was delicious and inspired. The requirements of the job are such that we are working to implement a new leadership structure that will distribute the workload and be more sustainable for the staff.

With that in mind we are presenting to you a management council for pre-Fair 2013 kitchen crew. This council is structured so that those who comprise its membership will be filling clear roles in a distributed leadership model and will work together, through a consensus model, on decisions that need to be made at the council level. The council will consist of the following long time crew members in their associated roles - Jimmy Hixenbaugh – Admin/Scheduling; Casey Fife, Asher Wren, Kristalyn Frank-Kitchen/Meal Supervisors; John Lassen – Ordering/Inventory; Heather Storrs - Baking Supervisor. The management team will be working closely with them through the entire process this year and we are grateful for their willingness to step up to serve their

crew and the Fair. We ask all OCF crew coordinators to please do your part and make sure that your meal counts are accurate, appropriate and timely.

February 20th we will be meeting again with local authorities, Fair staff, NRT's and all of the neighbor campground operators. This is an ongoing conversation to help facilitate communication and cooperation among all the parties involved in private campgrounds and the issues surrounding them each year. We held an initial meeting of this nature last year prior to the Fair that had 100% participation by the campgrounds, a first in my recollection. This year we will reiterate the concerns and issues of the community and the authorities with a particular focus on the issues related to vending in the street front right of way.

Administrative Assistant (norma): I will be working on the guideline changes that are being considered tonight. The guidelines will be formatted and sent to the printer in a couple of weeks. I am also working with the budget committee on capital projects, with a meeting next week on the proposals that are being considered. Performer applications are still up on the website, but are due on February 15th. Craft applications are on the website also and are due on April 1st. The Spring Fling is May 4th so if you have donations or want to help with the event, contact norma at the Fair office. All coordinators have been sent approved budgets this week.

Site Manager (Steve): It's been a quiet month on site with lower than average rainfall. I completely support acquiring the Henderson property, but from a Site Manager perspective it spreads us thin with additional security and maintenance needs. With the location of the property at the west end of Chickadee Lane and not easy to keep an eye on, it emphasizes our need for more staff onsite. I'll be working with the staff to craft creative solutions to that end. Thanks to the VegManECs who were at Henderson's for the first Sunday work party and the removal of a huge pile of scotch broom, as well as Jeff and Andy who have a truck load of refuse ready to go to the dump – all from the new Henderson property. There are actually signs of spring here and there.

Care Taker (Andy): I've been staying busy with projects that include safety lines on the metal roofs so they can be cleaned safely. The Peach Power bike rack is in process and a shout out goes to Michael Hackett for welding them up. Paul Vorvick and the Beaver Open have donated two new four-packs of power carts and are being assembled, for a \$6000 donation from Paul and company.

Assistant Manager (Tony): Thanks to Ben Bochner who is stepping down as banners coordinator to pursue his music career. Thanks to the Board and the Budget Committee for their work. A designer has been found for the website after an exhaustive search. No commitments have been made with the designer, but this web presence project is moving forward.

Office Assistant (Robin): I am continuing to work with Linda Reymers on the fund raising plans for Culture Jam. Our experience has been that rather than grants being the major contributor to Culture Jam, it is individual contributors and family foundations that have made the difference in fund raising.

Board Donations

Recording Secretary's report: The next meeting when the Board will consider the donation consent calendar is March. Three new requests have arrived this month that need sponsors - the requests and new sponsors are: CALC for peace scholarships (Diane), MECCA for a teacher resource room (Paxton), and Eugene Neighbors for the Greene Neighbors Faire (Indigo). The total requested for the March meeting is \$4800.

Old Business

Chewie moved, Deane seconded, to appoint Randy Turney to the position of Recording Secretary of the Oregon Country Fair. After some brief statements the motion passed 10-0.

Indigo moved, Chewie seconded, to approve the minutes for January 7, 2013 Board meeting. The motion passed 8 in favor, 2 abstaining Paxton and LT

Treasurer's Report: The crew budgets were passed last week. The current spreadsheets that the budget committee presents to the Board are now more in parity with the accounting program. This resulted in a change in the revenue projections that are all accounting in nature. The budget is a non-negative budget! (Grumpy) **Chewie moved, Diane seconded, to give a raise to the groundskeeper Jeff Johnson.** Jeff has been a staple for the site crew since 2002. (Steve) Motion passed 10-0. **Chewie moved, Diane seconded, to give a raise to Charlie Ruff effective February 1, 2013.** This gives Charlie a raise to a compensation level commiserate with other organizations similar to the Oregon Country Fair. (Chewie) It's amazing all the stuff we expect of Charlie and he just does it. (Deane) We've had some really good selections as the General Manager, but one of the best things that Leslie Scott, our past General Manager, did for the Oregon Country Fair was to bring Charlie on board. We are lucky to have him! (Grumpy) **Motion passed 10-0. Chewie moved and Deane seconded, to appoint youth stage co-coordinators Solstice Tiger-Lily Dunbar-Kent/ Johan Dunbar-Wattles. Motion passed 10-0**

Lucy <no motion> Barter Fair update:

Unfortunately, there are no hard copies of the Barter Fair Task Force's (BFTF) update here tonight, but they are available on the Fair Family website (oregoncountryfair.net), as well as are the maps of the three location options. There has been an informal group meeting since September that's encountered a lot of intensity and strong opinions. Camping and imported goods being allowed have been part of the controversy. The BFTF sees the need for a formal Board appointed committee to bring open discussion at the March Board meeting. The Board has a wealth of information gained by the work of the BFTF and their recommendations. Given the overall changes to the Fair with the Crafts lot move to Miss Piggy means the current Barter Fair must move. The Barter Fair has had little oversight historically as it grew out of blanket vending in the '70s. If there is to be a Barter Fair in 2013, the aim was to have as small an impact on the Fair as possible. This will be a pedestrian only, put up and take down, cart in cart out event. The idea of facilitators for the event was discussed. Pre-registration would be required, with vendors picking sites before Monday. The materials to be sold were discussed, including imports and fair trade material. There was a recommendation that the only

imported materials to be sold at the 2015 Monday market would be raw materials. There would be a focus on recycled, reused, and repurposed goods. (Lucy) Also discussed was the idea of the appointment of two co-coordinators for the event and glean from other crews that are still working on Monday for oversight of this event. (Amanda) We also discussed who are the Barter Fair people? Of 159 vendors last year, 50 had wrist bands but no other connection to the Fair. This indicates a need for more oversight. (Lucy) The BFTF presents three options: vending only, camping and vending, and a hybrid of the two. Camping became problematic early on in the process, but was considered in a couple of the options. (Kirk) I'd like to give many thanks to Colleen and Jen-Lin for their support and their facilitation skills throughout this process. (Lucy) We will address the Barter Fair discussion as a specific member input session limited to 2 minutes. (Indigo) The Barter Fair needs to continue and we need to address the operational issues that it causes. (Joseph) The map in the middle has camping along Piggy fence line but could be a day only option as well. Wrist bands are a must for registration and participation. Camping is not a viable option. (Amanda) When the 'phase out imports' vote was taken, four BFTF members were not present, so it was not a majority of the members who thought this was a good idea. Also, these are conceptual maps and are to be considered as such. There are other possibilities to accommodate camping. (Jon Silvermoon) Having only raw material imports is not a good idea. It will hurt those who are making the products internationally. (Joanie) There should be a committee that will make the Barter Fair a long term solution. (David) The Board has the opportunity to harvest all the input that the BFTF has pooled. It is Fair Family selling to Fair Family and that it is sweet. Barter Fair 2013 needs to go forward. (Colleen) If the Fair is to do the Barter Fair correctly there will need to be far more resources into running it. From Sunday night on, the Fair goes on skeletal crews, security goes to pre-post and the Barter Fair is a huge operational drain. A year off is not a bad thing to get better resources in place for the health and safety of our volunteers and vendors. (Brad) Snooze Pass is a non-starter, as well as camping. This needs to be a cart-in, cart-out affair to go forward. I'm not sure how you enforce fair trade. If we do not have a Barter Fair in 2013, there will be little effect since most of the neighborhood is a free range barter fair. (Grumpy) As much as I could use the income that comes from Barter Fair I do not want to do it at the expense of our operational crews. There has been little participation from the Barter Fair vendors, this is a problem. (Spirit) This is an important and overdue transition that speaks to the vitality of our public event. (Bill W) The next BFTF meeting is at the Fair office on February 12 at 5:30. (Loretta) We have a dangling agenda item. (Charlie) There are the recommendations that come from the BFTF that I will present as motions, probably individually at the March meeting. (Lucy) At one of the Barter Fair meetings I attended there was a fourth option; if this is really the way we are going to proceed, I'd like to see that fourth option entered into the motions. (Charlie) There is a past motion on the table, so the process is not being fully addressed. (Jack) The previous motion from February 6, 2012 reads: "**the Barter Fair is discontinued in South Miss Piggy's in 2013, and that the BoD direct management to explore implementing a Monday Market that is pedestrian only with vendors occupying up to a 10x10 space in a location to be determined by management**

for the Monday following the 2013 Fair.." The report back to the board was tonight. Lucy's items on next month's agenda are to have some sort of action on the implementation phase. (Indigo) My intent was to read the motion; we finished with this part of the motion; the report is over; now we must come up with a motion or a series of motions. (Paxton) In terms of the motion we are going to do a step series of motions and it is operations that will make the decision. (Chewie) Lucy will take the recommendations that the report has offered and do it piece by piece as separate motions. (Indigo)

Guidelines:

Deane said he will make the motions for each of the approximately fifteen proposed guideline changes as they appeared in the last board minutes and they will be discussed one at a time and voted on separately. (The guideline will be printed following each motion, additions in italics, deletions struck out with a line.)

Deane moved, LT seconded, to approve the changes to guideline #24. The motion passed 10-0.

24. Child Care During the Fair - Child Care facilities are available during the Fair to the Fair Family (staff, booth members, and entertainers) at no charge, and to visitors for \$2.00 per hour. Child Care facilities are located at Booth #333 Sesame Street, *near the top of the Fair* across from the Sauna and not far from Main Stage; and at the front of the Fair near the Gypsy Way Stage.

Please observe the protocol for *both* of the Child Care facilities: sorry, no diapers or bare bottoms. We are not prepared to care for children who are not toilet-trained. Sanitation facilities are extremely limited.

Time Limits: There is a limit of two hours per visit. We ask people to observe the time limit and to check on their children at least once per hour. The time limit is flexible, if we are not too busy *and the child is doing well, the child can extend their time.* We ask everyone to consider the comfort of the children and the demands made on the Child Care staff.

Parental Responsibility. Child Care is not a surrogate parent. We are here to *provide children their own personal Fair experience and, as well as,* give parents a break. We reserve the right to ask parents who do not honor our protocol, not to bring their children back to either Child Care for the duration of the Fair.

Registration. We ask parents to register their children and to fill out the registration forms completely by giving your full name, home address, booth number and location, or crew and shifts. *If a child visits both child Care spaces, a registration form must be filled out at each location.*

Child Care's chief goal. The Child Care staff is dedicated to making Child Care a safe and pleasant place for children to play *and to create their own personal Fair experience.* We appreciate your cooperation.

Mellow Place. Adjacent to the Kid's Loop *and near the New Kids Child Care* is an area called Mellow Place. It offers people the opportunity to rest with their little ones. This is a bring-your-own diapers area. *There is a diaper-changing table, a sink, and a cushy place for time-outs and naps. All adults must be in the company of a child and all children must be*

in the company of an adult. Everyone who uses this facility must stay with his/her children at all times.

Diapers. BRING Recycling will provide diaper service from its booth in Energy Park. Cloth diapers will be available for \$4.00 per dozen and a \$10.00 refundable deposit. Plastic storage bags and pins are available, but diaper covers are not. Diapers can be rented and returned during Fair hours. This greatly helps reduce waste and protects health and safety conditions for the sanitation and recycling crews. If you use disposable diapers, do not put soiled diapers *in the port-a-potty, or in our or any of the Fair's recycling bins, please take them away with you when you leave the Fair.*)

Deane moved, Sue seconded, to approve the changes to guideline #25. The motion passed 10-0.

If there are substantive changes to the process piece I would like to come back and change this. (Charlie) This is an operational change that may happen. (Chewie) It is a naming piece on where to bring the kids; we want to get it right. (Tony)

25. Lost Children. *Pre- and post-Fair, lost children are to be reported and/or taken to Quartermaster at Main Camp. Child Care provides a 24-hour service for lost children, beginning at noon on Thursday before the Fair and continuing until noon on Monday after the Fair.*

During the hours the Fair is open to the public, FOUND children should be taken to nearest Child Care Sesame Street or the New Kids Child Care near the Gypsy Way Stage.

During the Sweep, parents /guardians who become separated from children in their care should be directed to the Odyssey Information booth. The Information staff at Odyssey (Fair Central) can call Child Care staff at either location to arrange reuniting parents/guardians with children.

After the Sweep, all lost children should be taken to the New Kids Child Care. Security, Child Care and Fair Central will work in concert to reunite parents/guardians and children as quickly as possible. After 9:00 pm, all lost children will be located at New Kids.

Deane moved, Paxton seconded, to approve the addition of a new guideline on budget authority. After discussion, the motion passed 10-0.

There is nothing in the guidelines about the budget process. The coordinators need to talk to our General Manager to get authority to go over budget. (Hilary) We have had situations where people authorized intentionally over spending of their budget and this just says that we approve these budgets for a reason. If you are going to exceed your budget you will need approval. (Tony) Only coordinators can request reimbursement on behalf of themselves or others on their crew. (norma) Is the intent to get prior approval before you go over budget? (Jon Silvermoon) My intent is as soon as you know you are going over budget to get approval. (Hilary) This is quite a burden on some crew to know that far in advance. (Jack) Coordinators get receive financial reports on a regular basis, so it is easy for them to know if they are going over budget. (norma) The sentiment that it's better to ask for forgiveness than permission is exactly why we need to have this amendment. (Tony) I agree with Jon it should say prior. This gives norma the authority to say no if they are going over budget and they will have to go to Charlie. (Grumpy) I wonder if this is just the General Manager or if the Operations Manager could help in the final throes of the week of Fair? (Brad) I'm fine with it either

way. (Charlie) The amendment should use the word prior but should also cover the other base of an unexpected overage. (Mouseman) With the kitchen cabinet, there is no coordinator so I assume that Charlie will authorize appropriately. (Kirk)

(new guideline after #32 in General Information)

##. Budget Authority - The OCF manages its finances with the use of budgets. Crews are authorized to spend amounts included in the annual budget adopted by the board of directors. Crew coordinators are urged to comply with instructions in the Budget Handbook, and on the reimbursement request for spending, charging and/or reimbursements. Only coordinators can submit reimbursement requests on behalf of themselves or other crew members. Volunteers are not authorized to spend, charge, or be reimbursed for any amount exceeding the approved budget. Coordinators must get prior approval from the General Manager to spend, or be reimbursed for, amount exceeding the budget. The General Manager will assess potential budget over-runs on a case-by-case basis.

Deane moved, Sue seconded, to approve the addition of Lumpy Campsites to guideline #37. Motion passed 8-2, those opposed Jack and Chewie

The word 'should' does this mean it is permissible? (Jon Silvermoon) I would take the last sentence out. (Grumpy) There is a huge problem with stealing hay and straw. We've had a consistent problem with this year to year. (Tony) Use of the Fair's hay causes serious operational impact; or something like that. (Joseph) Campers who take straw from the OCF are in violation of the guidelines, should be sufficient (Chris) I wrote this one and I'm fine with the changes. What got me to this point were incidents in Chela Mela where the straw was taken and spread in campgrounds. (Hilary) I am one of the crews that get straw stolen every year and it is a big deal. (Spirit) Let's come to clear definitions and understanding. Hay is the baled stuff from the property. Straw is bought and trucked in as a commodity we have to pay for. It's distressing when there are 30 bales that were taken to the Far Side. Two entirely different things. (Steve) It is tough to sleep on lumpy ground, but there should not be any scraping of the ground. There are a lot of people camping in places that are just not suitable. We move sand around when we can. (DJ) Shall say removal/digging/scraping is not allowed? (Charlie) I have a hard time with bark mulch; cedar chips kill the understory. I don't want us to put anything in campgrounds. (Chewie) I'd like to make a friendly amendment to say campers who take straw purchased by the OCF are violating guidelines. (Paxton) Shall we remove all of 37? (Deane) What can I offer to my campers for lumpy campgrounds? (Hilary) I would say sand is ok. (Chewie) Maybe the way to split the difference is to give the site manager the option for approved materials. (Charlie) The only material that is ok is sand. (Steve)

37. Environment (a new part after Ground Cover and before Duff)

Lumpy Campsites. Campsites may be leveled by the addition of approved materials.

Removal/digging/scraping of the surface soil is not allowed. Approved materials that can be added to fill in low spots include sand or other materials specifically approved by the site manager. Straw, hay or bark mulch many not be used in campsites. Campers who take straw purchased by the OCF are violating guidelines.

Deane moved, Sue seconded, to approve the changes to guideline #55. The motion passed 7-3 with Diane, Paxton and Deane opposed.

This has to do with craft inventory. There are two parts; the booth representative must be actively selling their crafts; I'd like to change that to 'trying to sell' and would like to leave out the last change, leaving #55 without any changes. (Dean) This is just clarifying the original intent of the Elders program. (Jack) This change was discussed by the Elders committee extensively and they would like this guideline not voted on and tabled. (Michael) I agree with the motion as it stands. The intention of the Elders pass was when you could no longer participate in the way you had, you could apply for an Elders pass which meant you were giving up your position. There are other vendors who are active in making their craft but may need help in hauling or setting up.

(Jen-Lin) One of the biggest problems with the Elders that I've spoken to who've gotten their pass through the Elders is they are not actively participating, but the way this is written, they can't volunteer to sit in a booth. The last part says 'in that calendar year' which leaves it open for the next year. (Chris) This is really simple, if you are selling your craft in a booth, then you get a booth pass – no one's telling you not to do this anymore. But when you get an Elders pass, you've chosen to opt into this program for your pass. There's no valid reason to give up your booth pass and get an Elders pass if you are still in your booth selling your craft. This is a simple clarification. (Charlie) The original idea was to let people retire and make room for new crafters from the incredible jury pool to bring in new crafts. I think the guideline should pass as written. (Bill W) The act of selling is the act of selling whether or not you make a sale. It was the intent of the Elder program when I made the motion for it that when you get an Elder pass you are no longer doing the job you were before and are retiring from that position to make room for incoming people. I made the motion and we've not done a good job with following up with the guidelines associated with this and I fully support the change as written. (Brad) I agree with Charlie and Brad, I think otherwise it is double dipping. We need younger people and we are not giving the younger people the opportunity that the fair has to offer if the Elder crafter or volunteer continues.

(Grumpy) This guideline identifies a pass grab that was not in the intent of the original Elders pass program. (Tony) I support this and it makes the Elders program stronger and provides clarification. (Hilary) It allows a lot of options, so go for it. (Joseph) It does not cover the two-year transition where you are training someone to take over. This has been unofficially done. (Peggy) How to accommodate some one that wants to be semi-retired; also what about an Elders craft booth; Elders are asking for this to be tabled and that is a perfectly reasonable request. (Jon Silvermoon) Elders should be able to work to give someone a break. (Miles) If an Elder chooses to get an Elder pass, I'm assuming that the Elders craft is no longer being sold in the booth. (Jen-Lin) If this is just an angle to pump up the amount of passes then I understand – I don't approve, but I understand. Why would they need an Elder pass if they are still selling their crafts.

(LT) I support the measure as it is written. (Lucy) I oppose it as it is written. I think it won't have the effect that the craft committee wants. Families that have Elders who are still selling crafts are going to end up getting a vendor pass rather than an Elders pass. It isn't going to open up new space. In the next guideline, kid crafters do have a space

to sell. Elder crafters have been talking about an Elder craft booth. I'd be more interested in supporting this if Elders could come out and sell their stuff as Elders, as a group. (Paxton) It says 'in any craft booth,' so Elders craft booth would be eliminated. We are making this for crafts booths, what about the entertainers, will they be able to entertain anywhere? (Diane) I support this and it's fair all the way around. If your kids are making the craft, you can be in the booth. I would like to change one word "who" for "that" -- this will put it in agreement with the other references in the guideline. (Sue) One of the things, when this was passed, we were trying to respect those that wanted to continue to be involved with the Fair. With this came some pretty gracious language to be inclusive. We've redefined the original intent. This goes to that original intent. (Jack) We are working on putting together an Elders crafts booth in the Still Living Room. This is a companion piece to this guideline. (Charlie) Part of why as a booth person you would want to get an Elder pass, and still be in your booth; you have kids who have grown up and now need an adult pass and you have to choose who gets a pass. (Deane)

Deane moved, Sue seconded, to approve the changes to guideline #55. The motion passed 7-3 with Diane, Paxton and Deane opposed.

55. Craft Inventory - A copy of the Craft Inventory records for your booth is included in your registration packet (the pink sheet). Look over this information, verify it for accuracy and completeness, and return it with your registration materials.

The Booth Representative is the contact person between the booth and the rest of the Fair organization. It is the Booth Representative's responsibility to see that all the members of the booth are aware of, and comply with, the OCF Guidelines. Booth Representatives must be actively *selling their crafts* in their booths at the Fair for the three days of the event. In an emergency, the Booth Representative may supply written authorization to Registration to empower a temporary Booth Representative. New permanent Booth Representatives must be approved craftspersons who have sold their craft in that booth for the previous two years.

All crafts sold at the Fair must be handcrafted, handmade, homegrown, hand-gathered, or significantly altered by the person(s) who had that craft approved by the OCF. What are approved (juried) are the craft and the craftsperson. Approved craftspersons are those who were grandfathered by being present in 1982, or who have successfully juried since then and sold regularly at the Fair thereafter. The craft must be made, displayed and sold by the craftsperson who juried that craft. If the approved craftsperson cannot be present at the Fair, their crafts may not be displayed.

A craftsperson may be absent from the Fair (on Leave of Absence) for up to two consecutive years. A craftsperson absent from the Fair for three years or more will be dropped from the record of approved craftspersons. *A craftsperson who elects to obtain their wristband through the Elders program may not remain active selling their crafts in any craft booth during the public hours of the Fair in that calendar year.*

(the remainder of guideline 55 is not changed)

Deane moved, Sue seconded, to approve the changes to guideline #57. After brief discussion, the motion passed 8-2 with Kirk and Deane opposed.

I was the one that build the original Youth Craft booth and my understanding was that this was for staff kids to have a place to sell their crafts. A kid from a booth can do it in their booth. Not sure why this is for booth kids too. (Kirk) I think this has become for all kids of the Fair. (Charlie) I'm not convinced that there is enough room for staff and craft booth kids. (Kirk)

57. Youth Crafts - Youth age 18 and younger may sell un-juried articles (kid's crafts) in their registered booth ~~only~~. or in the official Kid's Craft booth (L). All items must be handcrafted, handmade, homegrown, hand-gathered, or significantly altered by the child selling the craft. We encourage you to list kid crafters on your Craft Inventory record. Youth who will be 19 at the time of the Fair must jury their crafts. They will jury as returning craftspersons if they were listed ~~on~~ by Craft Inventory records in the previous two years as active crafters (actually selling their crafts each day) for two of the previous four years

Deane moved, LT seconded, to approve the changes to guideline #59. The motion passed 10-0.

59. Booth Representatives - The Oregon Country Fair owns the booth spaces at the Fair. The OCF requires each craft and food booth to have a Booth Representative who must be an approved vendor at the Fair and use a vendor wristband. Booth spaces and Booth Representative status may be transferred according to the Guidelines, but cannot be sold or traded for compensation. The OCF reserves the right, when necessary, to appoint Booth Representatives, to reject the transfer of Booth Representative status or to revoke Booth Representative status.)

Deane moved, Chewie seconded, to approve the changes to guideline #63. The motion passed 10-0.

63. Passes for Booth and Cart Participants - Only a Booth Representative or a delegate with written authorization from the Booth Representative may order or purchase wristbands, worker day passes, or vehicle stickers. The Booth Representative must use a vendor wristband.

Deane moved, Sue seconded, to approve the changes to guideline #69. After brief discussion, the motion passed 10-0.

I suggest 'any structures', not just 'approved structures.' (Ben) We should add "and/or" Archeology. (DJ) It seems to draconian to take out 'unapproved.' (Jack)

69. General Construction Requirements - All booths will be inspected. Unsafe booths must be repaired before use. Lane County building permits may be required—see Section 73 (Permits). Absolutely no booth demolition or construction prior to June 2 is allowed without permission of the Site Manager and the Construction Coordinator. Booth construction requiring inspection must be completed by the last Wednesday before the Fair. All booths must be completed by the last Thursday before the Fair. Booths not completed by that date may lose the right to participate and their booth fees will not be refunded.

Booths must be built with adequate structural support but must be temporary in character. No poured concrete is permitted. Foundation blocks may be used under posts to hold them off the ground.

~~Wood used for booth construction may not be painted, stained or sealed.~~ Wood used for booth construction may not be painted or stained. Contact Construction Crew for approved non-petroleum based sealer options. However, decorative painting, including signs, is allowed if removed after the Fair. Do not use pressure-treated lumber or lumber treated with penta or creosote — both substances are highly toxic. We suggest the use of cedar or redwood where rot might be a problem.

Be careful to avoid starting forest fires. Generators and chain saws must have U.S. Forest Service-approved spark arrestors. You must have a fire extinguisher more than three feet but not more than ten feet from any gasoline-powered equipment and in plain sight to any person in the booth or on the path.

Stack all excess construction material in front of your booth for recycling. Materials inside a booth belong to the booth. Anything placed in front of a booth will be removed, recycled, or scrounged.

No nailing into trees.

No brush cutting. Violations may result in disciplinary action that may include probation, suspension or expulsion. The explanation for this policy is given in Section 37 (Environment).

During Main Camp, call Quartermaster before you dig any holes in the ground. Do not cut any wiring! Quartermaster has maps that identify where underground wiring and water systems are located. All open holes must be covered at all times.

All booth dismantling, storage and removal must be done on or before the weekend of the annual picnic on August 17, 2013 (this date changes year to year). Staff may remove hazardous or abandoned booths, lumber, and materials. The OCF will not accept responsibility for materials left at the Fair site. All booths and lofts must have floors and walls dismantled, properly stored (see the Booth Construction Manual) and tied down for the flood season per FEMA floodplain codes. All ground platforms in temporary structures must be taken up and stored at least four feet off the ground. ~~The OCF may remove structures left on site and a fee may be charged.~~

The OCF may remove unapproved structures or equipment left on site and a fee may be charged (see also sections 39 and 45). The OCF grounds, booths, and lofts are not general storage facilities! Please only store elements of your booth such as walls, floors, ladders, water tanks and sinks. All items must be tied down. Items such as camping gear, chairs, tables, coolers, display racks and spare wood are not ok to leave on site. Contact Construction Crew if you are not sure what booth elements can stay.

(The remainder of guideline 69 is not changed.)

Deane moved, Sue seconded, to approve the changes to guideline #81. After brief discussion, the motion passed 10-0.

There should not be any water storage in the flood plain (Colleen).

81. Refrigeration - The OCF provides food vendors with refrigeration facilities for the storage of perishable food products. The refrigeration crew will not accept items for storage that do not need to be refrigerated to maintain quality or healthfulness. Food

entering refrigeration facilities must be at or below 41 degrees F and stored in stackable containers that will not collapse from weight stacked on them. Examples of good, strong, durable containers include milk crates (either size) and plastic or metal buckets with lids. Containers that are not food grade must be lined with food grade plastic bags to maintain sanitation standards.

All food to be stored in any part of the OCF refers must be received at or below 41° F or it will not be accepted.

Ice will be available at the refer site in 25-pound bags and 7.5-pound blocks. Ice sales will occur during the refer truck operating hours. Hours for the refer truck will be announced at the mandatory food meeting.

All refrigerators, *coolers, and cooler boxes* must be removed from the property no later than July 31. Those not removed by vendors will be removed by the OCF and booths will be assessed \$100 per unit.)

Deane moved, Sue seconded, to approve the changes to guideline #83. The motion passed 10-0.

(83. Sanitation - Provide adequate, cleanable, nonabsorbent, fly-tight garbage and refuse containers for use inside each booth. Garbage containers outside the booth must comply with the recycling guidelines outlined in Section 85.

Water containers must be accessible and adequately braced, and the storage platform base must be no higher than six feet. Safe access must be provided to any storage platforms. Do not build water storage platforms without consulting a Construction Coordinator. Water delivery will be faster and more efficient if containers have at least a five-gallon capacity, with an opening of two inches or more in diameter. Small containers slow down the delivery service and wastewater. Place all water containers that you cannot carry no further than five feet from the front of your booth. Cooperating with these requests will enable water delivery to be faster and easier on everyone. Water will be delivered twice daily: 7 to 11am, and 7 to 11pm (except Sunday evening). If you miss your delivery, please go to the nearest Information booth for instructions. Water containers left behind after the Fair are likely to float away. *Large water tanks must be tied down. Small water containers may not be stored on site after Fair.* Private showers are not permitted.)

Deane moved, Sue seconded, to approve the changes to guideline #77. The motion passed 10-0.

(77. Mandatory Food Booth Meeting - ~~All food vendors are required to attend a meeting with the Food Committee and the County Sanitarian on Monday, June 11, 6:30pm at Harris Hall, 125 E. 8th Avenue, Eugene. No exceptions! A working member~~

~~from each booth must attend this meeting. All booth fees must be paid by June 11; however, Registration staff will be available to do other business at the end of the meeting.~~

All food vendors are required to attend a meeting with the Food Committee and the County Sanitarian on Wednesday, June 12, 6:30pm at Harris Hall, 125 E. 8th Avenue, Eugene. No exceptions! The booth rep must attend this meeting or have prior consent from the food committee on the replacement. Any booth failing to be represented at this meeting will be put on probation.

Upon conclusion of the meeting booth reps will be able to buy ice chits, pay registration fees and conduct all other unfinished food booth business. This is the last time reps will be able to request more passes or make rep changes until next year.

All booth fees must be paid by June 27.)

Deane moved, Sue seconded, to approve the changes to guideline #79. The motion passed 10-0.

How this will affect a new booth. (Joseph) New booths may not have 'experienced' reps. (Colleen) This is addressed in the 'probationary' guideline. (Charlie)

(79. Food Booth Representative - ~~In addition to the guidelines for all Booth Reps defined in Section 59, the following additions apply specifically to food booth reps. The food booth rep must be on the Fair property for at least half of the hours that the booth is open. The food booth rep must be reachable by phone throughout the entirety of the Fair. Each food booth rep should have a valid Food Handler's card. All booth reps must attend the mandatory meeting on June 11 or submit notification of a specific stand-in who works in the booth.~~

~~In the event of a booth transition within a food booth, the booth rep position may be transferred to another participant as long as that person has a minimum of five years working in the same booth. All such requests for booth rep status transfer will be verified by Booth Registration Crew and approved by the Food Committee. During any such transition the booth will be automatically subject to a two-year probationary period. Final approval of transfer will be pending successful completion of the probationary period. The OCF reserve the right, when necessary, to appoint food booth representatives, to reject the transfer of food booth representative status or to revoke food booth representative status.~~

In addition to the guidelines for all booth reps defined in section 59, the following additions apply specifically to food booth reps. All food booths at the OCF must have a primary food booth

rep responsible for all things related to that booth. The primary rep may assign up to two more secondary reps, to manage the booth during the primary rep's absence. The food committee must confirm all primary booth rep changes.

A new primary rep to an existing booth must have 5 years experience in the booth, including the 3 prior consecutive calendar years. A secondary rep must have at least 2 years experience working in the food booth s/he reps. Primary and secondary reps must have a food handler's card and a good understanding of health codes.

In the case of a primary rep change the booth will be automatically subject to a two-year probationary period. Final approval of transfer of primary booth rep status will be pending successful completion of the probationary period.

A primary or secondary rep is required to be in the booth during all hours of operation. A primary or secondary rep must be present during Lane County Health inspections and able to remedy any noted health code violations.

The primary booth rep must be on fair property for at least half of the hours that the booth is open and be reachable by phone throughout the entirety of the Fair.

Only Primary and secondary booth reps will be permitted to do booth business with registration.)

Deane moved, Sue seconded, to approve a new 'Food Booth Suspension' guideline. After discussion, the motion failed 2-8 with Indigo, Chewie, Deane, Lucy, Kirk, LT, Paxton and Diane opposed).

This is really not a suspension policy; if you are suspended from doing something for two years and your suspension is over, you can come back and do it. If you are saying that someone has to reapply as a new booth this is not a suspension. (Jon Silvermoon) Who would determine if a booth was suspended? (Heather) The suspension would work through the food committee and operations. (Charlie) By what process? (Heather) Each case will differ, by food violations for instance. I wanted also to speak to what Jon was saying. The suspension policy is the same throughout the Fair; the suspension is for the term of the suspension and then it is up to the individual to reapply to be a part of the Fair. This is no different than we do with individuals. (Charlie) The booth space is going to be temporary, so if they reapply the option is available. (Brad) I ask you to table this guideline due to the confusion. This is unclear and you should take more time. (Colleen) If a suspension occurs there would be no end to processes to go through. (Tony) There is no tabling of guideline changes. We have a printing deadline. (norma) It is very hard for any booth to get suspended. (Joseph) I find this difficult. I'd hoped that Saman would be here to ask him about it. (Paxton) I value Colleen's expertise on this. (Deane) We don't expel people, so if the suspension seems harsh it's because we don't have any expulsion. (Jack)

##. Food Booth Suspension Policy - In the case of a food booth suspension, the booth space in question will become a temporary booth for the length of the suspension. After the duration of

the suspension has been served the booth can reapply to participate in future fairs by going through the "jury" process as a "new booth".

If the booth is approved to return to the fair, the food committee will determine the location. If no booth space is available, the suspended booth will have to reapply each year until a space becomes available.

Any food booth returning from suspension will be placed on standard "new booth" probation.

(new guideline after #79)

Deane moved, Sue seconded, to approve new guidelines for Booth Probations and Site Conditions . The motion passed 10-0.

(##. Booth Probation Policy - Any new food booth will be placed on standard probation for a period of two years. After each of the first two years, the food committee will review the booth's performance, and share the evaluation with the booth rep. When and if the booth passes the probationary period the food booth is considered permanent after it has been invited back the third year.)

(##. Site Conditions - One of the many reasons our village is so magical and unique is because of its natural setting and surroundings. The site includes waterways, wetlands, uplands, forests, and prairies in our rural wooded setting. Naturally, relevant dangers and hazards exist. These hazards include but are not limited to dirt, grass and gravel pathways, uneven ground, tripping hazards, low hanging branches and brush, stinging insects, poison oak and more. Pathways are unlit at night and increase tripping potential. Site conditions can change rapidly depending on the weather. Surfaces may become extremely slippery when wet. Please come prepared with adequate footwear, lighting and gear. Please exercise extreme caution and understand these dangers.)

Sue commented that we need to make a change to guideline #78 regarding Barter Fair and asked for some language relocation to #67 regarding food and drink.

Adjourn

The meeting was adjourned at 10:15pm. The next regular meeting is March 4, 2013, 7pm at EWEB.

Tentative Agenda for March

Re-appoint/re-apportion donation to Good Work Film Festival (Chewie)

Appoint sign/banner co-coordinators – Amber Jane Reide/Bill Jerome (Chewie)

Addressing glow sticks (Chewie)

Support for low power FM radio (Paxton)

Dalai Lama transportation assistance (LT)

Create Monday Market Committee (Lucy)

Appoint current task force members to Monday Market Committee: Amanda Moore, Lucy Kingsley, Paxton Hoag, Jon Silvermoon, Judy Dottino, Amy Hand, Shelia Showalter, Joseph Newton, Jon Pincus, Spirit Leatherwood + announcement of committee position openings (Lucy)

Decide Monday Market timeline- 2013 or Pause? (Lucy)

Appoint childcare co-coordinators – Lori Cunningham/Johnny Whiddon/Gabriel Trout (Paxton) Appoint teen crew co-coordinators (Paxton)

Re-occurring donations (Indigo)

Suspension Policy (Indigo).