

**Oregon Country Fair Board of Directors' Meeting  
Wednesday February 3rd, 7:07 Washington Park**

Board members present: Diane Albino (alternate), John 'Chewie' Burgess, Casey Marks-Fife (alternate), Paxton Hoag, Lucy Kingsley, Jack Makarchek (president), Indigo Ronlov (vice-president), Jon Silvermoon, Lawrence Taylor, Sue Theolass, Bear Wilner-Nugent. Peach Gallery present: Staff (Charlie, norma, Robin, Andy), Officers (Hilary, Grumpy, Randy), 34 and members and guests.

**Agenda review**

New Business, Announcements, Reports, Member Input, Secretary's Report, Consent Calendar, Old Business, Confirm Minutes from January 6<sup>th</sup> Board meeting, Gift Acceptance Policy, Guidelines, Appoint Hiring Committee, Provide Directions to the Hiring Committee, Appoint Bob Maynard to Peach Power, Barter Fair Coordinator Appointment, Give Craft Lot a New Name, President's Peace.

**New Business**

Appoint Geo Bitgood to the Food Committee (Paxton)  
LPFM Radio Supervisory Committee (Paxton)  
Approve Capital Projects Budget (Bear)  
Hire Site Facilities Manager (Sue)

**Announcements**

Jen-Lin: Phil Guyette of the Camping Crew asked that everyone get their tent tags before they put their tents up.

Michael James Long: The FCC has approved our application for the LPFM radio station! We must have the station up and running by July 24, 2015. We will be working to make this happen and Paxton has an agenda item on this for next month.

Indigo: I have a crochet project that I'm doing with recycled plastic. I am in need of crochet hooks (4.5 to 7 mm) and scissors. See me if you want to know more about it.

Paxton: This Saturday at the LCC Longhouse from 11:00 to 4:00 there is a design charrette for the Community Center. Also, the Vision Action Committee has scheduled a Review of the OCF Goals summit. It will be on Sunday, April 13, 11:00 to 4:00 at the Hilyard Community Center. (UPDATE: The Design Charrette was postponed because of inclement weather. A new date has not been set yet as of this writing.)

Jon: I have brought some historical items to the meeting tonight from 1983. There is a copy of the balance sheet, the guidelines and a flyer on 'Camp Long Tom.' It gives some historical perspective on where we've come.

Diane: My kids attended Camp Long Tom and had a great time, although it was different from the summer camp we have now in the Culture Jam. Also, my Mom taught school in this building.

**Reports**

**Staff**

Charlie: January has flown by and our 2014 cycle is fully upon us. There are many new possibilities in the offing for this year and much work has already been done to those ends. However, much more lies before us as we approach the celebration our 45<sup>th</sup> year and it will truly only happen because of the time and energy you all invest in the Oregon Country Fair. Thank you for all you do and to many of you for the extra commitment that will come with our collective ambitions for this epic year.

The largest of those projects is the new path expansion. The CLOG team continues to move ahead and is reaching some critical path milestones. The most immediate of these is a completed budget for both the Capital impacts as well as the operations, staffing and programming impacts. If you have any questions or ideas for the team you can reach out to them directly at [clog@oregoncountryfair.org](mailto:clog@oregoncountryfair.org) . You can also keep up with the latest information and maps from CLOG through the Path Planning webpage which you can get to via the [oregoncountryfair.net](http://oregoncountryfair.net) website.

The Path Planning committee has prepared a recommendation to the BOD for naming the new area and hopefully before this meeting is over we will have established a new moniker for it.

Thanks to all those who submitted name suggestions and to the sub committee and Path Planning members who helped move this forward. It is an exciting moment!

Deep gratitude to the budget committee who has put in many hours to complete the 2014 budgets which the BOD passed last Monday. Also huge thanks to the coordinators of all of our crews who each have their own budget to prepare and administer. We held our first Coordinator potluck of the season on the 18<sup>th</sup> at the LCC Longhouse to review the budget recommendations with the coordinators and to get the season started. It was very well attended.

Up next for the budget committee is Capital projects requests. We will meet next week to review the requests we have received and prepare recommendations for the BOD. We will also be going over the Capital needs of the Craft's Lot Project which will be substantial.

Thanks to both the Food and Craft Committee's who I, along with Justin Honea, have been meeting with quite frequently of late. They are a critical and integral part of selecting the best mix of booths from within the Fair to populate the new area. To that end we have received letters of interest for both types of booth placement and are in the process of determining which moves will be made this year. I was pleased with the responses we received and think we will have a very good presentation to inaugurate the new area with. In addition to making move decisions the Food Committee and booth selection sub committee are working with qualified respondents to potentially award a new permanent food booth space.

The Camping Crew has also been meeting weekly to keep their part of this move and expansion going forward. The work plan in the South Woods is evolving and there will be at least 8 small and two large work parties there over the next 10 weeks. We will let you know as soon as we determine the dates for the larger work parties and will hope for your participation when they happen. They also met with some of the larger group stakeholders to finalize their moves on site this past Saturday. They met as well in the afternoon with coordinators from many other crews like Site, VegManEc, Tree and Survey to get them better involved and integrated into the ongoing work plan. There will be an open house on site on Saturday March 8<sup>th</sup> for Craft Lot campers to come and engage with the Camping Crew, preview potential new camp sites and share and receive information. In the meantime you can reach out to the camping Crew on line at [campingcrew@oregoncountryfair.org](mailto:campingcrew@oregoncountryfair.org)

I met with the Barter Fair Task Force at their last meeting on Monday, January 13. The largest and most upfront challenge to having a Barter Fair in 2014 is finding a suitable location. Other elements like size, standards, security and logistics are secondary in my opinion. Contrary to opinions I have heard others, including BOD members espouse, the parking lots beyond the line in the sand are not an option under our current permitting. That leaves us with few siting choices at this time and in our current situation. I meet with the Task Force again tomorrow night to try and make some progress on this central issue but any location we choose to hold such an event this year will come with trade offs, compromises and will ultimately have real impacts on other activities like load out, decon and clean up, that happen on the Monday after Fair. I know many are saying that this is not a big deal and that it will have little effect on staff time and other planning and operations. However it merits repeating that determining how to safely and effectively put on another event like this, as the majority of Fair family exit the site on Monday and especially in light of the huge changes we are making in Crafts Lot and other areas, is a very complex and time consuming task. Every aspect of the changes we are making now require us to consider the effects of this additional event. Just to settle such upfront things as the new traffic patterns for Monday alone, we need to have a clear and defined picture of how and where a new Barter Fair will function. I have serious concerns about the effects implementing a new Barter Fair this year will have on all of our other work, particularly the CLOG project in the new area and our

Monday flow. The recommendation of the management team to delay this until next year was based primarily on siting, changes to traffic patterns, workload and volunteer staffing issues. None of that has changed since we were directed to make this happen but we will continue to do our best to find an adequate, safe and workable solution. The house at Alice's is already booked for nearly every weekend between now and the Fair. There are still a couple of available dates. If you are thinking about having a crew retreat or other work party or meeting there you should be planning now. You can reach out to either Tony or me to schedule dates.

norma: I've been working on incorporating the Guidelines changes that will be reviewed at tonight's meeting so they can get to the printer by March 3. Thank you to Lynn Marx, who, for several years, has been doing a great job formatting the Guidelines.

The Spring Fling is scheduled for May 3 and I'm working with Bob Fennessey of Community Village and the WOW Hall to bring you great entertainment. A couple of bands have expressed interest, so we should have some good music for you to enjoy that night. If you have any crafts or service you would like to donate to the raffle or if you want to volunteer to help out that night, please get in touch with me.

I'm taking vacation time in February. I appreciate the generous personal time off policy the Fair gives its employees. I have a lot accumulated now that I have to use this month. Lucky me. I'll be working with Lynn on the Guidelines, so some of this will be a working vacation. And I will be in on Monday, Feb. 24 to put together Board packets. Looking forward to the Design Charrette on Saturday, Feb. 8. Please let me know if you plan to attend.

Tony: I want to thank Andy and Jeff for their leadership and work at keeping the site up and running while we are engaged in the process of finding a new Site and Facilities Manager. Thanks to the coordinators who came out for the potluck and the first meeting of the year.

Andy: It has been quiet on site but you can feel the energy picking up. There has been a little rain, buds are starting to come out on the trees, and we had a great highway pickup. After the highway pickup we had some impromptu work to fill in the ruts from the water project. I'd like to thank Howard, Bob and Laura Beebe, Phil Talking Raven and David Hoffman. The VegManEcs were also out to work on some of the camping sites.

Robin: I want to thank Jennifer Andrews, an amazing graphic artist (and for many years a s Radar Angel performer at the Fair), for helping me with the Culture Jam brochure. Her work is just beautiful--and her intuition spot-on around how to represent such a colorful event as Culture Jam. We are preparing the brochure now for a March mailing since registrations are coming up April 1st. CJ Reunion for 14-18 CJ'ers will be March 15th. Can't wait!

### **Committees**

Peggy: The Elder Committee Meeting was held on Jan 23 at the Fair Office. After approving the minutes of November's meeting, the committee approved 8 vetted Elder applications. Six are still pending. Camp host Chris Browne informed the Elders that we need a work party to remove targeted diseased trees on Saturday, Feb 15<sup>th</sup> at 10 am. The budget of \$3000 was approved for 2014. The Elder Spring Retreat has been set for March 29-30, 2014. A discussion was held on the topics to be covered and will be fleshed out in February. The Spring Fling will be May 3. The LPFM was discussed with an update from Michael. In anticipation of a possible 2016 turn on date, lists of volunteers and consultants are being compiled. The Elder Newsletter first draft was reviewed and suggestions made. Alan gave an overview of the coordinators potluck. Alan will manage the Elder Hotmail account for now.

Diane discussed the upcoming workshop reviewing Vision Quest Goals on Sun, April 13, 11-4 @ Hilyard Community Center. June 26<sup>th</sup> meeting will be held at Kay's and include a potluck. A letter of appreciation to Steve W. from the Elders will be crafted to thank him for all his help and support of the Elders. Next Elder Committee meeting: Thursday Feb 27, 7PM, OCF office. The gotomeeting had no participants this month.

## Member Input

Bill: I believe this is the month that is Randy's anniversary as Secretary.

Randy: Thank you

Kent: I want to verbally ask to be a volunteer for the member level of the hiring committee.

Indigo: I would like to challenge us as family and community as we step in to this year of epic proportion that we show up and get our communication on. We have a lot of work to do, so we need to be clear and get through this peacefully. Let's look not at all the problems we have, but instead how we kicked ass and what a beautiful thing we've done together.

Jen-Lin: As the Fair community enters the year of the horse I've been trying to think of the horse songs. What came to mind was the Rolling Stones lyric 'wild horses couldn't drag me away.'

## Donations

Randy: The Elmira High School Equestrian Team is the only item on the Consent calendar tonight, but I want to make note of a thank you we received from Brie Akins of the Sexual Assault Support Services for our donation to them. Also, for next month we have donation requests from Dance for a Reason, thank you Casey for sponsoring that request. Rural Organizing Project also has a request in and thanks to Paxton for sponsoring their request.

Randy: The Elmira HS Equestrian Team is a high school organization of students held to a strict athletic contract that requires them to have good grades and stay out of trouble. They take part in equine competitions in Western and English classes. They also fund raise with scrap metal recycling drives and other events.

Jon P: I support this donation and think the Fair should support the local high schools.

Palmer: Don't be sulky, pony up.

<unidentified>: I support this too because the equestrian is an Olympic sport. This is an avenue in which the young people can get into the competitive nature. It also supports the agricultural end of Valley that is really lacking.

Bob: Elmira is one of the poorest high schools in this area. People on the equestrian team own their own horses and are not the average Elmira students. Elmira cancelled their band program and I can see better uses for the money. I've had three kids go through Elmira.

LT: My first thought was in line with something that Bob just said. When I first heard equestrian team, I thought this was something that privileged people do.

### **Motion passes: 10-0**

Robin: Are there four months of the year that the board does not do the Consent calendar? I disseminate information and wanted to make sure it's right.

Indigo: You are right. We don't normally do donations in January, February, June or July.

Bear: We just did this one and it's ok.

## Treasurer's report

Grumpy: There are some corrections from the budget work of last week. I mentioned then that some of my formulas were wrong. Also, since last week we found on item that was listed wrong. On the Proposed Budget document on line 493, the number of food vouchers should be 2126 instead of 1496.

**Bear moved Lucy seconded to change this line item.**

### **Motion passed 10-0**

Grumpy: On the last page, I am going to tell you what the correct numbers are due to my formulas being wrong. I'd ask that you make a motion to amend the total numbers including the change we just made to the totals listed on page 12. I'll tell you what the number did say and what it should say. Last week the number for food vouchers was \$169,053 and should have been \$228,438 and the total number of food vouchers should be 76,146. The same thing for the supplies – it was \$475,800 and it should have been \$483,800. The Board budget should be \$110,550. The GM budget should be \$704,360. The total budget which includes a placeholder for Capital Projects, which we will amend next month just in case it is less, but is \$1, 918,592

**Bear moves and Lucy seconded to change the lines in the 2014 Proposed Budget to conform with Grumpy's report.**

Jon: Assuming the numbers come in exactly as budgeted, which we know they won't, we will be short \$13,852, correct?

Grumpy: If we give \$25,000 to the Endowment.

Jon: This would have to come out of reserves if we wanted to give that much to the Endowment.

Grumpy: Yes. Except for the Capital Project number, which we are not sure of, this is as accurate as we've been in past years. We almost always have a little bit of budget deficit – so this is pretty good for us. Part of this we tried to make up by making sure our revenue projection was more closely associated with what we are really going to get. So this may be a year that things are pretty close to the budget and revenue numbers.

**Motion passed 10-0**

**Old Business**

**Indigo moved and Sue seconded to confirm the Board minutes from the January 6, 2014 meeting.**

Chewie: I have an amendment to the minutes. The minutes, in the appointment of Amanda Bishop of co-coordinator of Crew services, says 'Crew services' but the motion was "Paxton moved and Sue seconded to appoint Amanda Bishop as co-coordinator of Cream Puff Sparkles." I said it is not Cream Puff Sparkles and if it stays that way I will not vote for the motion. I have gotten nine phone calls about voting against a coordinator. I did not vote against Amanda Bishop, I voted against Cream Puff Sparkles. Paxton sent an email saying he'd changed that. I sent an email to the Recording Secretary, it was not on the tape, I never heard it. I just want to make sure that was reflected.

**Chewie moves and Casey seconded to amend the motion to reflect what was said – "Paxton moved and Sue seconded to appoint Amanda Bishop as co-coordinator of Cream Puff Sparkles."**

**Amendment to Motion passed: 7-2, Jon and Paxton opposed, Bear abstained**

**Indigo moved and Sue seconded to confirm the Board minutes from the January 6, 2014 meeting as amended.**

**Motion passed 10-0**

**Bear moved and Paxton seconded that the Board to adopt the draft gift acceptance policy dated 12/20/13 presented to us by the management team.**

Hilary: We've never had a gift acceptance policy. What this does is describe what gifts the Fair could receive and how we would react to them. For example, the easiest thing to get is unrestricted cash. The gift acceptance policy says, we'll take it. A donor could put restrictions on the gift and the gift acceptance policy gives guidelines if we would accept those restrictions and how we will track them. People could also give us land or interest in a company – this policy outlines who accepts this and who makes the decision. The more complicated the gift is to accept the higher it goes in the organization. For instance, if someone wants to give land, it would go through the LUMP committee. The gift acceptance policy gives guidance for situations that we are more and more likely to run into as an older, bigger and more diverse organization.

Palmer: Does the policy recognize the difference in old truck and toxic waste? They could be pretty close.

Hilary: Anything besides cash, it says that someone has to say, 'yes, we want that.' It could be something we use or something we sell.

Bear: If property is 'ordinary and necessary for ongoing operations' then the management team can accept it. If it could be sold, and the proceeds used for OCF operations, it could be sold in six months and the management team could accept it. If it is not immediately useful and cannot be sold for cash within six months, then it gets kicked up to the board or just turned down.

Charlie: The policy also lays out some of the accompanying documents that we've developed which give a framework and a baseline underlying the ongoing fund raising work that we plan to do. It will become a centerpiece document in the fund raising plan.

Anna: How does this document affect the previous Board motion with the Peach Power accepting donations?

Hilary: Peach Power is a preexisting program that automatically gives a restriction that we know we can comply with. If it were a program that we did not have we would not necessarily accept the restriction.

Anna: It sounds like this document is in alignment with the Peach Power, but I wanted to make sure it was the same.

Jon P: Is there an automatic dollar value that would kick a donation to the board level? Also can a donor request that the board approve a donation?

Hilary: There is no dollar limit, rather the type of gift that would make a gift be approved by the board. A non-cash gift or a restriction would be done at a policy level.

Peggy: The restriction would be if you wanted to earmark if for the Community Center or LPFM?

Hilary: If it were an existing program it would not have to go to the board. The policy provides an outline rather than a step-by-step of what happens. The idea is to not accept money for things we are not going to do.

Casey: Will this policy make it to public domain, perhaps onto the website where members will have an opportunity to get familiar with it?

Charlie: Yes, it will be on the website.

Chewie: So, if someone gave us 300 acres for a wildlife corridor and we did not have a program what would happen?

Hilary: That is different – it is the restriction that we'd want to make sure we had a program for and if it were complicated we'd want to get the board involved.

Paxton: Is accepting donations of equipment for the radio station covered by this?

Hilary: As the LPFM project moves through the steps that you outline in the original motion, it becomes more and more a program that would have to take shape.

Paxton: At that point it would have to go through management because it would be equipment for a program.

Hilary: There has to be some gatekeeper on what we are accepting.

Jon: In the document "Donors will be notified that it is OCF policies to sell securities received as gifts." What is the rationale for that?

Hilary: When we made an investment policy it was a very simple one. We said we would hold our funds in an insured account, preferably in local banks and credit unions. We did not make provisions for managing stocks and bonds. This reflected that old policy; if the board wants to hold on to investments they can adopt an investment policy.

Jon: If someone has shares in a solar company in Eugene, I could see a rationale for the Fair keeping it. We have a current policy to not invest in securities, but I am not sure that a gift of securities is the same and I don't agree with a blanket rejection of all securities.

Hilary: I think we need a bigger approach to investment policy to make a decision that we are willing to hold on to stocks.

Jon: As it stands, this is a blanket statement that any securities donated will be sold. I'd rather have some flexibility there. On the first page, 'if OCF senior management determines that a potential gift does not conform to current or anticipated programs a board vote will be necessary to accept such a gift and ratify the restriction.' Does that mean management will refer that to the board?

Hilary: It doesn't say how it would get to the board, but it says that that would be necessary to overcome the rejection.

Jon: That is my question, is it at management's discretion whether or not to refer it to the board? I think this should be addressed.

Jon: Under the real estate section, "the property acquisition team..." who is the property acquisition team?

Jack: Right now it is pretty small – Charlie and I. We always come to the board about who is going to do the negotiating.

Jon: If someone wanted to donate some real estate would Jack and Charlie make the decision? Or would there an acquisition team be appointed?

Jack: It would be the same process where we appoint the team that negotiates and executes.

Jon: So the board would appoint a property acquisition committee? I'd like that to be clarified that it is not a standing committee.

Indigo: Are you making friendly amendments here?

Jon: I'll come back after others have spoken.

LT: In Section 1 'OCF senior management may accept gifts that can be sold within 6 months...' – I assume that the same senior management is given the authority to make the determination that it could be sold in 6 months or that the cost benefit analysis pencils out.

Hilary: Yes

LT: This leads me to my second question, who is OCF senior management?

Hilary: When we first wrote it, it said GM, then we had an Executive Director and it said ED, so rather than change it to a title, we opted for senior management. I think it means managers whether that be a site manager, an operations manager or a general manager.

LT: Thank you, I'm good with that.

Jack: Keeping this in line with current investment policy, I think to change this would be out of line with current investment policy. The original intent was that stocks or securities, anything that was not financially guaranteed did not keep our money as secure as possible. It has been prudent policy because we do not have a financial manager. I think taking the more conservative approach with the money has proven itself to work for us. I would think that as written selling securities is still in line with our current policy.

Jon: Under real estate, it currently says, "The property acquisition shall: " I'd like to propose a friendly amendment saying, "The property acquisition team appointed by the board shall"

Bear: I'll accept that.

Jon: I understand the rationale about selling securities, but to put a blanket statement to sell within one month after being received would depend on the circumstances. For instance if we'd received stock in late 2008, it might not have been prudent to sell it then.

Hilary: Sell within one year?

Bear: If that is ok with treasurer, it is ok with me.

Jon: "Determining if potential gift does not conform to current or anticipated programs." I'm wondering how we would feel if there were a dollar limit, at which point it would get referred to the board. If somebody wants to donate \$50,000 for something that is not a current program, but was sufficient to create a program that would get referred to the board.

Bear: I am not going to accept this as a friendly amendment because I think it is better to have staff screen these sorts of things. I want to keep staff as first line to screen something before it is referred to the board. We cannot convene the board in a timely way in some cases. I trust the staff to figure out the process.

Lucy: I am personally uncomfortable with the organization being in business of stocks, bonds and investments. I want us not to go there.

LT: I believe that we have money in the Oregon Community Foundation that is invested.

Hilary: We do, but it is managed professionally, which is different from investments that are being managed by us. The money we have is contractual and in turn we get a contractual amount back.

LT: In general, I think a liquidation policy for securities is good, but Jon has a good idea in that it is irresponsible to liquidate a stock that might go up. We need that flexibility.

Jon: What is the board's role in thanking people for gifts? It would behoove the board to think about over a certain amount to have a board member call and thank the donor.

Bear: I want to strongly echo this — it is very important that we have a process to write thank you notes to major donors.

Jack: We've done this with the grants.

Indigo: Is it possible to have that wording around the investments; as soon prudently possible, to not let them sit for a year? The year makes me really uncomfortable.

Jack: This discussion should be on investment policy, not the gifts. Defining fiduciary responsibility is hard. There are those that make a lot of money but they have inside information. I think we should look at overall investment policy. Why would we hold on to stocks, bonds or

securities? We'd only do it if socially responsible and guaranteed. A year is a long time to hold on to stocks, bonds or securities.

Bear: I withdraw my acceptance of the one-year time frame – one month only as it notes in document.

**Jon moved and Paxton seconded to amend to keep stocks for up to one year.**

Ken: I want to support what Bear said. I remember in 2007 and 2008 when Hilary and Grumpy put untold hours in stocks or securities and they guided us through the current level of health but with an outlay of additional resources. I trust Hilary and Grumpy to come to us with these types of decisions.

Jon P: This discussion is hitting on legal and financial points. I encourage us to table the motion and to have a carefully crafted motion.

Bear: Neither of the prior comments is germane to the motion.

Heather: I want to remind you we are talking about a stock or bond that is a donation, this not money earned through ticket sales. I support Jon's take on this.

Anna: I want to speak to the amendment. I do not support what Jon is putting up. The fewer investment policy is the better. The guided gift acceptance is well within what the board can do. This type of investment that will be donated is pretty small.

Paxton: Within one year vs within one month — I personally think one month is too short to consider to sell something. One year is an appropriate definition.

LT: The process Ken described is within treasurer resources. The mechanism for decision making as a board makes it hard to do in a month.

Hilary: Who is going to decide within that one month?

LT: The board decides with advice of the treasurers. They tell us it is smart to sell, wait, or get help. The effort will be to do it with dispatch.

**Amendment passes: 7-3 Jack, Indigo and Lucy opposed.**

**Original motion passed: 8-1 Jack opposed, Lucy abstained.**

Sue: The Barter Fair would like to put out the call for letters of interest for the position of manager. We'd like to have a deadline of early March so we can go through the selection process and have it on new business in April.

**Bear moved and Casey seconded to amend section 17 of the Guidelines to add the phrase 'at every booth, camp and self contained camping vehicle such as trailers, RVs or motor-homes fire extinguishers must be recertified by an appropriate agency or company yearly' and to section 31 to add the sentence 'fire extinguishers are required for all booths, camps and self contained camping vehicles or structures.'**

**Motion passes 10-0**

**Bear moved and Jon seconded to amend Section 7 of the Guidelines 'there shall be no smoking in the Main Camp areas, Quartermaster, Construction desk, firepit and dining areas' and in Section 13 'no smoking areas shall be enforced day and night.'**

Palmer: Is there a designated smoking area anywhere near Main Camp?

Phil: I suggested the bench at Dragon Plaza and the bridge where the trucks are parked, which would be easy access.

Amy: What about the evening times at the kitchen fire pit, was that included as a non-smoking area, or perhaps smoking in non-meal times at Main Camp fire pit?

Tony: Due to considerations for White Bird, we have to find another smoking area beyond Main Camp.

Phil: One of the points in the guidelines is the hay bales are flammable and they are flammable at nighttime too. I would also like to change 'enforced' to 'applicable' since it is kinder.

Palmer: If you are moving the smoking section because of White Bird, how can you say you will have a fire pit there? A fire pit puts out a whole lot more smoke than cigarettes.

Jon P: The location of White Bird and the fire pit is whole different question. You are talking about Main Camp areas where all Fair family access.

Casey: I wanted to read a letter from Crystalyn Frank: I'm a member of the Kitchen Cabinet and am a smoker. I think it would be great to move the smoking area out of Main Camp, as long as I'm given a place to sit. I am on my feet the entire day and when I'm able to take a break I'd like to be able to sit and rest. Smoking right next to the drink line is disgusting, as well as a health hazard. Children have to walk through clouds of smoke in order to get a glass of lemonade. I also have people on pre-Fair kitchen crew who have expressed that they can no longer work in the lower kitchen because they are allergic to cigarette smoke and it is near impossible to avoid in Main Camp. So please vote to move the smoking area out of Main Camp. Thank you, Crystalyn Frank.

Chris: White Bird wants the fire pit where it is as it gives them an opportunity to see the troubled souls at the fire pit.

**Motion as amended: Bear moved and Jon seconded to amend Section 7 of the Guidelines 'there shall be no smoking in the Main Camp areas, Quartermaster, Construction desk, firepit and dining areas' and in Section 13 'no smoking areas where applicable both day and night.'**

**Motion passes 9-1 Chewie abstained**

**Bear moved and Indigo seconded to amend Section 9 of the guidelines: "bringing cats, chickens, or any other domestic animals onsite is prohibited at all times of the year, unless an officially approved as a service animal, part of an entertainment act, or otherwise arranged with the permission of management. Anyone that refused to comply will be told to leave and be placed on probation for breaking this guideline."**

Hilary: As an entertainment coordinator I'd be fine taking out the entertainment exception. There were years arguing about Brodie the Wonder Dog. And the hand truck full of suitcases of snakes is not a safer way to bring snakes onsite – we could have our own little python problem.

Charlie: I urge you not to add domestic. And I agree with Hilary to strike entertainment act and add 'with permission of management' allows us to have a certain amount of discretion.

Bear: I'd like to make a friendly amendment with the permission of my second '**Unless officially approved as a service animal or otherwise arranged with the permission of management**'

Palmer: Does the macaw get grandfathered in?

Bear: It think he has permission of management.

Spirit: As part of security we really appreciate you passing this. Consistency is important and we are tired of wondering if this animal can come in, compared to this one. Thank you.

Jon P: As I understand this, the amendment provides for dogs to come onsite from September 1<sup>st</sup> to May 31<sup>st</sup>, what about neighbors riding their horses?

Charlie: Most of them already ask if they can come onsite. And now there are locked gates.

Heather: Who is the official that decides?

Charlie: That could be a BUM, the site manager, operations manager, or maybe I get to be the lucky one.

Heather: There are different classes of service animals.

Bear: The advice we received from our lawyer is that only dogs and miniature horses are service animals.

Jen-Lin: I recommend amending the information we have on our posters and our website.

Peggy: What about neighborhood cats strolling through?

Bear: We'll give them a stern warning.

Sue: What if we said 'bringing any non-human animal?'

Bear: The problems we've had were with cats and chickens.

Chewie: I suggest not spending any more than 3.5 seconds on this.

LT: I find it endearing that we remembered Brodie!

Casey: If one of our public guests has a parrot and makes it to the entrance, are we going to turn them away?

Hilary: Hopefully they have read the poster or their ticket.

Jon: My crew could look for other animals as well.

Jack: I don't want this to feel negative. It's necessary, but let's put it in a positive way. People have affection for their animals; let's don't lose sight of that.

Indigo: Piggy backing on that, it's about taking care of the animals.

Jon: I could see that people with RVs that travel with their pets will have them, but so long as they do not release them it's manageable.

Lucy: What about Asher's fish?

**Motion passes: 10-0**

**Bear moved and Casey seconded to approve the Barter Fair guidelines as presented to us from the Barter Fair committee.**

Sue: A friendly amendment to the presented guidelines is to replace third paragraph with:

**“Barter fair vendors must pre-register and pre-pay prior to the Oregon Country Fair. Vending space is limited. Verified fair affiliation is required. You must have a valid OCF wristband or OCF photo id to participate.”**

Bear: I will accept that. The change is to pre-register for the Barter Fair before the Fair.

Jon: By 'prior to the event,' do you mean Friday or Wednesday?

Spirit: We did not specify this in the guidelines, but we want registration well before the Fair so people know whether they should be coming with their stuff or not.

Jon: I think people will be coming to the Fair with their stuff thinking they can vend at the Barter Fair.

Anna: The language you are replacing has a date in it and I suggest you use something.

Spirit: The pre-registration is still being worked out. We may be looking at space that is very limited. This pre-registration needs to be taken care of well ahead of the Fair. At least a month in my opinion to get word out that space is filled up.

Charlie: The task force worked through these changes at their last meeting.

Tony: It could be as simple as 'through the determined registration process.'

Paxton: There is a lot to be worked out but we needed to get this in the guidelines now.

Diane: I don't like limiting the tenants for the Barter Fair.

Sue: Remember this is for this year.

**Motion passed 8-2, Jon and Indigo abstaining**

**Bear moves and Sue seconds to amend the guideline in Section 23 proposed by the Recycling crew as printed in the FFN meeting minutes last month.**

Amy: We really felt like it was time to rework the guideline section.

Tony: We love recycling.

Jon: "All participants are required to use compostable or reusable food service containers and the durable flatware provided by the Fair exclusively." This is not meant to say the Fair is providing compostable or reusable food service containers, correct?

Bear: The intent is that when people are bringing plastic cups from the store for their party on the Fair site or whatever, they need to make choices that comport with our guidelines. Obviously, the level of enforcement will depend on available resources. The idea is that you bring cups that are not disposable.

Jon: I would suggest that it read, "All participants are required to use compostable or reusable food service containers and durable flatware."

Charlie: I agree with Jon, striking "provided by the Fair exclusively" works with the spirit of the motion and puts onus on all participants.

Bear: I'll accept the friendly amendment to have it read: **“All participants are required to use compostable, reusable or durable food service containers and flatware.”**

Jon P: When you say 'all participants' do you mean everybody?

Indigo: Yes, everybody

Palmer: Who is going to tell Rays and Fred Myer? What happens when you bring all this stuff?

Bear: You start with education – paper is pretty universally available.

**Motion passes 10-0**

**Bear moves and Indigo seconded to replace the last two segments of Section 37 of the guidelines as printed in the FFN meeting minutes last month.**

Tony: When any of the alternative motorized vehicles come onsite for either personal or operational use there is an insurance liability that falls on the Fair. A street legal vehicle used for Fair operations carries liability insurance. Liability insurance does not apply to these alternative motorized vehicles and they cannot be used unless they are approved by operations for use with a crew.

Peggy: Is there an exception for AAAA?

Charlie: Yes, nothing changes for AAAA.

Tony: We are not limiting mobility devices.

Jon: I propose the amendment. **This guideline does not apply to personal mobility devices for use by alter abled individuals.**

Grumpy: I would not because what if someone brings a golf cart as their personal mobility device? Your language leaves it open for an alter-abled individual to bring a bus.

Bear: I disagree and won't accept as a friendly amendment.

Lucy: I suggest that if it is an alter-able vehicle it be approved by AAAA.

Ken: The only alter-able vehicle that I'd think would fall into this consideration is two tread track that has been developed for the paraplegic and quadriplegic.

Robin: The critical need covers it.

**Jon moved and Paxton seconded to amend to add the clause "This guideline does not apply to personal mobility devices for use by alter abled individuals.**

Grumpy: I think this is much too broad and what we already have covers it.

Ken: Any vehicle should go through the vetting process.

Tony: This is under the vehicle section and you could add something like " this is not meant to preclude standard mobility equipment."

Peggy: The word 'personal' mobility device makes it self defined – because personal means one person. People are not going to expand that to be a bus. I don't think it is right to expect people to do the wrong thing.

Jon P: There are lot of personal mobility vehicles coming out; people self define what works for them when they are disabled; AAAA should do the vetting.

Hilary: I think the language is wrong for what Jon is trying to accomplish. I looked up personal mobility and it had Segways, personal jet packs – it is not a phrase of art to describe when a person is alter-abled. I think there is a separate process for when people are bringing in a device for mobility.

Charlie: This motion is not about AAAA mobility, this is about pre-Fair play toy vehicles with lots of liability. We have no desire to punish AAAA vehicles.

Indigo: Jon, would you accept a friendly amendment to say that this does not apply to AAAA needs, see guideline Section 5.

Jon: I have some substitute wording, "This guideline is not intended to limit the reasonable accommodation of the needs of alter-abled individuals."

Bear: If you withdraw your motion to amend and propose that as a friendly amendment, I think we are done here.

Jon: I'll do that.

Bear: We'll add that sentence, thank you.

LT: We've insulated ourselves from any ADA liability but it clearly is a fiduciary duty and we need to be mindful of that duty to the Oregon Country Fair.

Jack: We are not in the role of trying to hinder a disabled person from getting around the Fair.

**Final motion:**

**Section 37 – Replacing the last two segments currently titled Fair Owned vehicles & Alternative Forms of Motorized Transportation**

**Fair Owned Vehicles:**

Every year the OCF insures a limited number of volunteers and staff as drivers for fair owned vehicles. Only those on the insured drivers list may operate such vehicles. The OCF's insurance carrier must approve drivers. Coordinators must talk to office staff about getting drivers on the list.

**Privately owned vehicles used for fair purposes:**

Some operational activities are performed thanks to the generous donation of the usage of privately owned vehicles. Vehicles that are not street legal and/or do not carry standard liability insurance must be approved by operations. Operational approval will include a signed agreement defining the terms of use.

**Alternative Motorized Transport:** Vehicles such as, but not limited to, Off Highway Vehicles, ATVs, Gators, Golf Carts, Motorcycles, Mini-bikes, Scooters, Mopeds etc are prohibited and not allowed on the property without prior approval. Personal use vehicles will not be approved and should not be brought to the property. We will ask you to remove it. Each vehicle will be considered on a case-by-case basis, however only those serving approved operational functions or other critical needs will be considered.

All parties operating any vehicle on the property must agree to adhere to any agreements and adhere to operations in approved areas and at approved rates of speed. No one under 16 may operate any motorized vehicle on site at any time. Failure to follow the terms of agreement, or the guidelines, will result in the OCF requiring removal of the vehicle from the property

**Consult your coordinator, Booth Rep, or Management prior to main camp if this affects you. This guideline is not intended to limit the reasonable accommodation of the needs of alter-abled individuals.**

**Motion passes 10-0**

**Bear moved and Sue seconded to adopt Section 72 of the guidelines printed in the FFN meeting minutes last month.** Bear moves and Sue seconded.

Tony: This is just a consolidation that has been necessary for a long time. It is policy that exists in booth construction and aesthetic guidelines that needed to be condensed in to one statement. It's due to an explosion of the printed vinyl banners.

**Motion passes 10-0**

**Bear moved and Chewie seconded to replace Sections 54, 55, and 58 with the Craft committee verbiage as stated below.**

54. Booth Registration will maintain at least 10 full size booths as one-year-only booths. One-year-only booths are awarded to the top-ranked crafters (by jury score in the current year.) Top juried crafters have two styles of booths to choose from: Full booths and Single booths.

**Full booths** are large enough for two crafters. Top juried crafters who choose these booths are required to find a booth partner to share with. Booth Registration will provide information on how to find a booth partner. Top juried crafters must notify Booth Registration when they have chosen a booth partner. **Single Booths** do not require sharing with another crafter. Single booths typically are half the size of a full booth. A crafter who is awarded a one-year-only booth for two consecutive years will not be eligible for a one-year-only booth in the third year but will be eligible again the following year.

Crafters who have submitted applications to sell at the Oregon Country Fair will receive their jury results from Craft Inventory. Booth Registration will then coordinate awarding booths to the top juried crafters, in the order of jury rank. Booth Registration will facilitate development of the Wait/Share list and assist in placement. Please communicate with Booth Registration at [boothreg@oregoncountryfair.org](mailto:boothreg@oregoncountryfair.org).

55. Awarding of permanent placement will be determined annually based on availability of booth space and the evaluation of qualified applicants. If space is available, it will be awarded to the top-ranked crafter(s) from the most current Craft Inventory Jury scores who have:

1. Five years verifiable presence at the Fair as an active crafter
2. Presence at the Fair as an active crafter in at least one of the previous three Fairs

3. Top jury scores through Craft Inventory jury process, in the current year of application.

Crafters who have met the above requirements and wish to apply for permanent placement should submit a letter of interest. In your letter, please tell us what booths you've been in at the Fair and when, and what your jury scores have been--in other words, your history with the Fair. You may submit this letter to [boothreg@oregoncountryfair.org](mailto:boothreg@oregoncountryfair.org). Craft Inventory, Registration, and Craft Committee will work together to confirm booth history and jury scores before any placement is made.

Booth availability will not be known before the April 1 jury deadline. Because of this, returning crafters who are interested in (and eligible for) an awarded booth space on a permanent basis must submit a new application (with digital images and fee) with Craft Inventory by the April 1 deadline.

Permanent placement of booths may be done during the off season, under special circumstances. All eligibility rules apply to these placements. Any permanent booth awards will result from consultation with Booth Registration, Craft Committee, Craft Inventory, and Management.

58.

Strolling craft vendors are expected to be able to stroll easily along the path to provide the Fair with a continually changing atmosphere. Approved strolling crafters must be registered with Booth Registration. Strolling vendors who do not regularly move may face sanctions. Strolling vendors are required to check in with the Craft Inventory Crew at Odyssey at least once a day during the Fair, between 10 am and 5 pm, with their complete path display.

Craft Carts: Craft Carts are reduced-sized craft booths (carts) that must have the ability to move when called upon to do so. This booth model is intended to stay in one location during the public hours of the event. Craft Carts will be sited with the approval of Booth Registration, working in cooperation with CI and operations team. Temporary Craft Carts must be no larger than 4'x6', with a total footprint not to exceed 8'x8'. Cart and area must adhere to the aesthetic guidelines of the Oregon Country Fair. Cart placement must be such that it does not interfere with traffic, visibility, or with other booths. Craft Inventory will visit each cart to verify attendance, and compliance of crafts.

Charlie: It was only Section 55 that changed from the original printed in the FFN last month.

Peggy: I want to say that I appreciate all the work that's gone into careful crafting of the wording of all the guidelines tonight.

Jon P: Some of the earlier provisions on which booths get chosen, seemed to pre-empt what is the province of the registration coordinator.

Cathy: As a member of the Craft committee, this was all about fairness. Both Craft committee and Registration worked on the guidelines changes.

Hilary: Justin and Kirk were involved in these changes. Some of the changes were in anticipation of what will happen in Crafts Lot, including having a craft bazar and more strolling vendors. Our aim was to be clear about what kind of space they will get.

Palmer: I think we ought to honor all the work of this group and vote yes.

Jon: Craft carts are something new, right?

Hilary: Yes, there are jugglers and esoteric practitioners who do it; they stroll about half of the time and move once or twice.

Jon: A craft cart is not going to move. How does this compare to the size of a single temporary booth?

Sue: A single craft booth will be a little different but so are the fees.

Jon: How does the size compare?

Bear: Guideline 54 says a single booth is half the size of a full booth.

Jon: The Craft carts and the strolling vendors, once they are approved they are in?

Jack: Construction guidelines give booth size.

Jon: Strolling booths and craft carts do not need to re-apply?

Robin: Yes, you are an active crafter.

LT: This has to do with application or flexibility on the guideline of one-year only booths. I understand the procedure for someone evolving from a one year only to a permanent -- are the currently designated one year only booth locations permanently designated?

Charlie: No, it changes.

LT: So could a one-year only booth could evolve into a permanent booth?

Charlie: Yes

**Motion passes: 9-1 Jon abstained**

**Sue moved and Bear seconded to appoint Justin Honea and Loretta McNally as at-large-members of the Site and Facilities Manager Hiring committee.**

**Motion passes 10-0**

Jon: The motion I'm making is as a board member, not as the liaison to the Personnel committee. The Personnel committee wants to use a process that was similar to that which is in the Personnel Policies and Procedures Manual (PPPM) – thereby the hiring committee would make one recommendation to the board and if that was not accepted they would make a second recommendation. My motion reflects my personal opinion as a board member – not that of the Personnel committee.

**Jon moved and Paxton seconded that notwithstanding the outdated provisions of the Personnel Policies and Procedures Manual, the Board directs the Site and Facilities Manager Hiring Committee to convey to the Board a list of their top three ranked applicants with supporting documentation on Friday, February 28, and to meet with the Board in Executive Session on Monday, March 3 to discuss their recommended choice for the position.**

Palmer: I would like to express appreciation to those that have volunteered to be part of the hiring committee that were not accepted or approved by the Board.

Jen-Lin: Did Jon's motion state who has hiring authority? Not the process by which the information is conveyed.

Jon: The Board has hiring authority.

Jen-Lin: That is not what is currently in the PPPM

Jon: I will reword the motion to **Notwithstanding the provisions of the Personnel Policies and Procedures Manual, the Board of Directors will have hiring authority for the Site and Facilities Manager position and the Site and Facilities Manager Hiring Committee is directed to convey to the Board a list of their top three ranked applicants with supporting documentation on Friday, February 28<sup>th</sup>, and to meet with the Board in Executive Session on Monday, March 3<sup>rd</sup> to discuss their recommended choice for the position.**

Charlie: That would make a lot of sense if you struck the word outdated.

Jon P: Jon's motion is good.

Colleen: I wonder if you would consider having it available for the Personnel committee to send their recommendations for number one as well as all three so the Board would know who they feel is the best.

Jon: I am assuming that the top three will be ranked.

LT: This makes sense to me. I liken it to jury selection, I like to know who's coming in.

**Motion passes: 10-0**

**Paxton moved and LT seconded to appoint Bob Maynard to Peach Power**

Anna: I want to speak in favor of having Bob on this committee.

Paxton: Bob helped me with the LED lantern project and I really liked working with him.

**Motion passes 10-0**

Give Craft's Lot a name – or not:

Colleen: Path planning set up a sub committee on naming. They met several times and put out a call in the FFN as well as the Board minutes for people to submit names. They considered a list of over 100 names.

Sue: A lot of the names were not suitable for the staff two-way radio during the Fair.

Colleen: The list was whittled down with CLOG's help. The naming committee has two names: Oak Savanna and Imagine-area. Charlie had the idea of combining some of the names. The idea was floated as "Imagine Savanna" –sharing John Lennon's Imagine combined with Savanna, the grassland ecosystem. Path Planning voted to forward that as well as just Savanna.

**Paxton moved and Sue seconded to adopt the name of Imagine Savanna for the area formerly known as Crafts Lot.**

G: Did anyone run any of these names by Reese? How did we determine if it is good name for the radio without running it by the person who is in charge of the radio?

Tony: That is a good point and Imagine Savanna or any combination thereof we know the more verbose the less easy it is to say it. The CLOG looked at this and our personal choice was just Savanna.

Hilary: One of the things submitted was Oak Savanna. CLOG really liked The Savanna. Looking up the word Savanna – it's an indigenous word from South America and describes the landscape that is out there, the open grass with scattered trees. It is evocative of Africa for a number of reasons, but it is of this hemisphere.

Grumpy: I think it needs to be one word, so I would recommend Savanna.

Spirit: If it is any consolation, last year with the new backpack area, Reese came up with the longest mouthful of a name that we could have possibly had in the wide world. So if that helps any.

Jon P: In our committee's discussion, whatever pre-word you put on the radio it will be the Savanna.

Charlie: In reality, the longer name that will likely go on a map, would be used to try to attract external population to a new area to explore, but would not be used in any practical sense by anybody inside the Fair. All of our names get shortened to something else.

Palmer: I am stupid enough to speak as Fair Central person without checking with Reese, but I think Charlie is spot on. And I would also hope over time there would be further geographic delineation there from an emergency response perspective.

Cathy: I attended the Path Planning meeting and I was excited with the Imagine Savanna and incorporating the bits and pieces of the John Lennon phrases in the different areas. I so encourage you to have the word Imagine in the naming convention and on the maps.

Chewie: Imagine Savanna would be really cool. I'm looking it up, it says it is from Australia; and it also says it's a grassland; it talks specifically about oak savannah that are known for their wide range of oak trees; in this particular field there were three oak trees that were butchered for \$5900. I don't have a problem with Savanna, but more than one person submitted Kalapuya meadow. The Kalapuya band of the Chela Mela did not have oak savanna in the area because the oak trees are only about a hundred and fifty years old. I don't want to call it Imagine Savanna.

Paxton: I think there is a compromise in the sense of all the words. I was impressed with the process at the meeting. We sat down as a group and worked through a lot of different changes. This is what we came up with as the output and recommendation.

Lucy: The natives capitalized on creating oak savannas in this part of the world. I like that we are finding a way to integrate that back into who we are.

Bear: I like the concept of a dress name and a working name for an area, as someone during pre-Fair who gets a little piece of what those guys do during the Fair on the radio. But this name is ungainly and it is not very euphonic for me. I am going to vote against it with no offense to those that worked long and hard in the process.

LT: I say this with some hesitation as one who did not participate in the process – I am a better critic than a creator in this, but I am just not feeling this name.

Indigo: I feel the same — Savanna is fine, but this area is full of dancing and art and excitement. I want something that is more in line with what we are going to be offering there. When you first said Imagine Area I thought that sounded really cool.

Diane: I was at that last meeting and I understand that the process was almost complete. But this name does not ring my bell. I like Chela Mela — and I wish we could come up with another Kalapuya name. When I think of Savanna, I think of the Serengeti.

Jack: It just doesn't come off for me.

**Motion failed: 3-7, Jack, Diane, LT, Bear, Chewie and Indigo against, Jon abstained**

### **President's peace**

The whole thing is when we talked about the Crafts Lot, we used the word 'epic' and somehow or another when I hear the word epic, I associate language with epic poems, stories and I'd like to plant the seed of 'epicurean' which was a form of Greek philosophy based on pleasure. It was prescribed as lack of pain. The most important part of it was to be within one's means to be able to sustain. From that other epic Greek poets – the stoics all centered on pleasure and especially pain free. I want to express that less is definitely more. When we are there, our imprint and our imagination are important, but the nature and open space of it – less is definitely more. Pain is not only what we feel, but what we do with this expansion. So I want to reflect on epic, you don't have to put it in the 21<sup>st</sup> century context. This should be very sustainable and very Oregon Country Fair.

### **Tentative Agenda for March 3rd:**

Appoint Geo Bitgood to the Food Committee (Paxton)

Appoint Ashley Demaline as coordinator of Green Thumbs Flower Crew ( no sponsor )

LPFM Radio Supervisory Committee (Paxton)

Approve Capital Projects Budget (Bear)

Hire Site Facilities Manager (Sue)

Consent Calendar items:

Dance for a Reason \$500 (Casey)

Rural Organizing Project \$1000 (Paxton)