

**Oregon Country Fair Board of Directors' Meeting
September 14, 2015, 7:00, Hub Yurt**

Board members present: Diane Albino, John 'Chewie' Burgess (Alternate), Casey Marks Fife (Alternate), Paxton Hoag, Lucy Kingsley, Jack Makarchek (president), Indigo Ronlov (vice-president,) Lawrence Taylor, Kirk Shultz, Jon Silvermoon, Sue Theolass, Bear Wilner-Nugent.
Peach Gallery present: Staff (Tom, norma, Robin, Shane), Officers (Hilary and Randy), and 35 members and guests.

New Business

Appoint recycling co-coordinator Sarah Garcia (Bear)
Appoint Kenya Luvert to Diversity Task force (Diane)
Oregon Community Credit Union check signing changes (Bear)

"The Board of Directors designates Jack Makarchek and Thomas Gannon to be signers on the Oregon Country Fair's account with Oregon Community Credit Union. Charles Ruff is removed as a signer on this account."

Announcements

Jack: There is a unique opportunity to have both Tom and Charlie at this year's board retreat. I will be gathering items for that agenda.

Bear: In November the board will be presenting a revenue projection that will include some price increases. The Financial Planning committee met and assembled this recommendation. This allows the new board to be seated before we vote on it.

norma: We want to express our condolences to Amy Hand who lost her partner Gabriel. Also, Cami Pray lost her partner as well. We also lost Ramsey Tainton, a professional photographer, who took some great pictures of the Dance Pavilion this year.

Jain: Harbin Hot springs burned last night in the Valley Fire in California.

Jen-Lin: The Candidate Forum was held yesterday; a video of it is lodged here:

<http://www.oregoncountryfairforum.org/>. The last day to register to vote is September 17, 2015.

The last day to request an absentee ballot is October 3, 2015. The Annual meeting is October 17, 2015, 6:30 pm at Whitaker School. Ballots are provided at the Annual meeting.

Heidi: Absentee ballots went out Friday, September 11 and I heard of someone that got their ballot today. Annual meeting notices went out September 14.

Indigo: The Oregon Country Fair sent out 1,864 absentee ballots this year. Last year 51% of the absentee ballots were counted in the election. This means that 49% of these ballots are not being utilized. If you are not going to use your absentee ballot, please get off the permanent mailing list so we are not spending money sending you absentee ballots.

Jen-Lin: The Elections committee is looking for some new volunteers to add to our merry band of ballot stuffers and counters.

Robert: On the same subject, I have done the candidates forum for the last couple of years. I stepped in on an interim basis. I am looking to turn the candidates forum over to another volunteer in the coming year.

Indigo: This is a reminder for coordinators and crews to turn in their volunteer hours for the 2015 Fair as per the board motion in May, 2015. The motion was "... management shall provide an Annual Summary Estimate of OCF volunteer hours to the BOD as part of its year end summary review." Please get us your volunteer hours.

Reports Staff

Tom: Hello everyone and let me start my first report to the BOD by first saying how delighted I am at the prospect of beginning my tenure as the new GM of the Oregon Country Fair. I would

especially like to thank our exceptional staff who have made the transition smooth and have made me feel very welcome. I would like to go on the record as expressing my deep felt thanks to Charlie Ruff who has been a model of professionalism and grace during this transition. Charlie is an astounding individual and while he cannot be here today I would still like to say "thanks." In Charlie I feel I have found not just a tutor, but a friend whom I will be leaning on pretty heavily over the next few months as I begin to serve our community to the best of my ability.

Now, on to the report.

My first issue to address was to ask the board to consider tabling the motion regarding membership. That has already been done and so is moot. For the record, however, the reason why I was to make that request is that I am currently revisiting our membership database needs and, likely, will be coming to the bylaws committee with a recommendation for a bylaws change that will be significantly different from what is proposed. There are some very real and legitimate operational concerns that are driving this request; especially around our ability to be able to track the requirement that a member be a credentialed camper in one of the last two years. Given our current methods for tracking membership I have not been able to get my head around how we can cross check and confirm that criterion without an immense amount of time and effort on the part of volunteers and staff that would be better used elsewhere. I feel the subject warrants discussion at the BOD retreat next month and I would advocate for the board inviting the Bylaws Committee in on Sunday morning for a session. Failing that, I would like to ask that the Bylaws committee convene a meeting to discuss this topic in greater detail.

Not much new to report on the SUP other than that we did have a person from the Lane County Land Management Division come out to tour our site. The Associate Planner walked the affected areas with us and we discussed the proposal. I would not presume to second guess this person but I left the meeting feeling pretty good about what was presented. We are expecting the administrative ruling before the end of the year.

I attended my first Financial Planning meeting and it was most edifying. I look forward to the rest of the budgeting process for this year.

The Assistant Manager job description is all but done and I think we have captured the essence of the position quite well. It was a heck of a process. I'd like to thank the Personnel Committee which consists of Jen Lin, Palmer, Jon, Sarah, Marlene, Mermaid, Robert, Charlie, Sue, Brad, and Diane for all the work they put in to making this happen. I'd like to especially call out Sarah Garcia who's knowledge of Human Resource laws, rules and protocols was invaluable as well as Jen Lin for coordinating a most entertaining job description charrette. This really was a process that needed the input and commitment from each of the committee members and I think good work was done. I am, of course, very excited about seeing who the candidates will be. I am hoping we have a person on board by December or so.

The Administrative Assistant Job Description is in the works as well as we prepare for the near apocalyptic level event of Norma's retirement. We should have a draft available shortly. We are looking at a January, February time frame to get someone on board.

Each member of the BOD should have a copy of the NAG report for 2015 shortly. It is worth the read and thanks to Sallie Edmonds for compiling it. The New Area was a remarkable achievement and everyone who worked so hard on seeing it through deserves congratulations. You did it and it really is that awesome.

Last month I experienced my first taste of Culture Jam and it won't be my last. It is a great program and one that deserves our continued support. I hope to become incrementally more involved as time goes on and hope to be able to send my boys to it someday. Robin's hard work and dedication to this program should be noted. She has taken some great strides professionally and personally through her work with Culture Jam and the teens who take part have benefited immensely. I believe further expansion of our own youth programming would be wonderful. In Robin we already have the right person on board to oversee that expansion. It's not too much of a stretch to think that the teens that go through Culture Jam and other OCF sponsored youth programs are ideal candidates for future leadership roles within our organization. Andyman's contribution is also laudable and should be noted as well. Excellent work.

Finally, I'd like to thank Norma and the rest of staff for what I understand was a wonderful Teddy Bear picnic. I hear the food was fantastic and a good time was had by all. I will endeavor to never miss another. I missed this one because I was visiting my mother in New York. She has supplied

me with a note to excuse my absence. And there's my first ever GM report for OCF! Thanks for listening.

Shane: The Fair seems like it was a long time ago with Culture Jam, the Teddy Bear's Picnic, weddings and the Beaver open in between and it has been whirlwind since. The New Area was a great addition and helped with the congestion on the path. The Dance Pavilion was a hit – thanks to Hilary, Kirk and Sallie for all their work on this addition. Thanks to Paxton and Robert Jacobs for setting up the Candidate Forum yesterday. The site is in good shape, albeit a little behind getting ready for the winter. There are several booths that are NOT ready for the winter with floors still in place, tapestries still hanging and couches still in their booths. In the south woods there are also couches and mattresses from the event in July. I have filled a lot of dumpsters after the Fair this year with materials that should have been taken home by the booths themselves – this is an added cost to the Fair. We need to practice “pack it in and pack it out.”

Paxton: I wanted to thank Shane for the culvert project that he has been working on. It is extensive project that was really needed.

Shane: Actually, I didn't want to bring it up because I'll be coming back to ask for a budget adjustment, so thanks Paxton! (much laughter...)

norma: Thanks to everyone that helped with the Teddy Bear's Picnic! If you go by the number of people that were there, it was a smashing success. It worked well to have it on Sunday. I heard from many crafters who normally work on Saturday and were able to attend for the first time. The next picnic will be up to Tom and the next Administrative Assistant who takes my place. We had a productive meeting with the Personnel Committee talking about the AA job description. I will not be at the next board meeting, but Randy will be opening the Northwest Youth Corps facility. I ask that you help him set up the tables in the meeting room and at the end of the meeting put them back as you found them.

Robin: Culture Jam went beautifully this year. We had 54 youth and 28 Mentor Staff, 25 Kitchen crew coming and going throughout the week, and two new Lead Facilitators, Thomas Arndt from Oakland, CA and Ella Cooper from Toronto Canada. Both the mentor staff and the leads also come a day in advance each year for staff training, which is critical. What was exciting about our Mentor Staff this year was that many of them were Culture Jam graduates. The fact that past participants want to come back to learn how to professionally mentor young people is a testament to the compassionate and empowering nature of the program.

Alice's was just gorgeous when we arrived thanks to Andy, Shane and the Beaver Dam Builders. I can't say enough how thankful we are for this, especially when site staff are so tired from so many weeks of pre-Fair, Fair and then decon--it's really quite a feat. I promise that the youth benefit from living in a space that was set up just for them with such thought and care. Andy has been doing this with us since the beginning and I can't thank him enough for his steady kindness and dedication.

I want to thank Charlie Ruff, Tom Gannon and Shane for taking turns backing us up at night, and the committed Mentor Staff and Leads for their commitment to caring for the youth while on site. We take the responsibility of having 54 minors in our care very seriously, and together, we do it very well. Keeping them busy is our next great achievement! I will give that one to the stellar Mentor Staff and Leads yet again of course, the 24/9 commitment they give this program is more than admirable. Their hard work is yet another testament to the value of the program: they work so hard because they see first hand, the huge positive effects it has on the youth.

Thank you also Tom, for coming out to site several times to get a sense of what we're doing out there. We felt your presence and it meant a lot to us.

The Culture Jam Kitchen hit it out of the park this year with the most amazing food and atmosphere! It was steady in the hands of Kai Chotard and his sous chef Elliot Glaser-Flynn (who is here tonight to rep YEPSA). The food was incredible, and the Guest Chef program hosted 8 chefs from the larger community, including Mark Kosmicki of Eugene's Party Downtown Restaurant and Omer and David from Off the Waffle. The Guest Chef Program was a stroke of genius on the part of John Duran who ran the CJ Kitchen for its first 11 years. What a great way to collaborate with the community at large through creative cooking and to honor the empowerment of young people.

As always, the youth got to learn from artists of all kinds, everything from acrobalance to writing to spoken word to visual arts and bucket drumming. A garden-to-table workshop was offered by

the kitchen, which we were very happy about. And each year, young people who want to, go to Wintergreen Farm for a farm tour to learn about biodynamic organic farming. Jabrilla Via, owner of Wintergreen with her husband Walé, has been generous enough to make this tour available to us each year for at least 10 years now. And as always, at least since 2003, City of Eugene Recreation Services made it possible for us to enjoy all kinds of water activities at the lake, so thank you City of Eugene Rec! It's hard to believe but yes, this summer was our 14th Culture Jam. I want to thank norma for all of the ways she has supported Culture Jam through the years. The Spring Fling raffle proceeds have been a huge help to the scholarship program, and her support during the event has always been appreciated. It's hard to believe that she won't be there to support us in those ways next year, but I'm not quite ready to go there! Which of course, leads me to sending a big, heartfelt thank you to Charlie Ruff for keeping a watchful eye on Culture Jam during his time at the Fair. All of this gratitude comes from both Leslie Scott and me. I am so lucky to continue to have her dedication to this event with me year-round. The people who have helped make this program thrive are so many. I hope you all know the impact on young lives that you are making; it is great and longlasting.

Jon: norma – is there a deadline for coordinators to get reimbursed on their expenses?

norma: I sent an email last week to all the coordinators indicating September 30, 2015 is the deadline for reimbursement.

Reports Committees

Hilary: The New Area Group will provide a written report to the board next month. The next Path Planning meeting will look at the draft of this written report.

norma: Jill Heiman Vision Fund went splendidly. There will be a piece in the Fair Family News written by Suzy Prozanski.

Peggy: Elders Committee Budget Request for 2016 is due on 8/31. Items and needs were discussed and will be submitted. There is need for a new Elder Central screen tent as the old one is badly torn. We are considering putting a defibrillator and fire extinguisher on the Geezer. Fifteen new elder applications have been received, 3 of these are approved, 12 will be given to the research subcommittee for further verification. Elder Camp 2015 Fair: An inventory of Elder items and location is being made. The Elders did a great job on clean out of Elder Camp. Next year we need more volunteer helpers please. It was suggested by staff that adding Tinker Bell at Elder Central may have merit. Public and outta site parking lots were FULL this year. SCOF lot parking was awesome. FARTS crew needs more drivers next year, elder or not. Contact Robert Jacobs. Events Committee reports that both the Meet & Greet and Old Timer's Picnic were great successes. Head count at the Meet & Greet was 180. Fall Elder's retreat will be October 10-11, agenda items: Katie-Budget committee agreement, Camp-include discussion of formalized camp rules, form gratitude subcommittee. Next month's meeting date has been moved up a week and recorded on the office calendar. A notice will be sent to the list services, Fair Family News will not be received in time to notify elders of this change. Next meeting will be September 17 at 7 p.m. at the fair office.

Dean: KOCF has been on the radio for two months. Our list of original programs keeps growing. In addition to the Golden Age of Radio, What a Long Strange Trip It's Been, Radio Archive, and Jumpin' In and Out of the Blues, we now have Forgotten Heroes, Free Formations, The KOCF Music hour and the Concrete Rock Show. We are working on a few other programs including Bob Nisbet's SonicFair, Andy Goldfinger's Flying Eye Radio and Dean Gribski's Jam Band show. We're running weekly community calendar events for the Fern Ridge area and working on a weekly news program for the area. We have had a booth at the Farmer's Market and the Harvest Festival. All comments seem to be positive. We are working with the principal at Elmira High School around a radio club at the high school.

Diane: Diversity Task Force met and Michael Connelly gave a discussion on diversity training. We have three new folks attend and one requested to become a member of the task force.

Joseph: The Vision Action Committee is in need of new members. If you are interested email: VAC@oregoncountryfair.org

Kirk: The New Area Group continues to meet and will be including Tom in coming meetings.

Member Input

Jen-Lin: The Fair Feedback content will be at the annual meeting for all to see, but I received a book of feedback that someone took the time to make that is quite unique.

Michael: I had a great time at the Fair, saw folks I've not seen in a long time, enjoyed the weather, entertainment and the dance pavilion.

Bear: I just got back from another year working on the Burning Man staff. Today I did a run around the Fair and came away with a realization that we suck at picking up our trash. It is not staff's job, it's not recycling crew's job – it's everyone's job. Burning Man has a strong leave-no-trace ethic. People make a communal effort to pick up each other's trash and they call each other out for not picking up their trash. The Country Fair does not have this and I saw some pretty gross things on the path, in the woods and in the parking lots on my run this afternoon. It is a sad commentary on our respect for our land and respect for each other. I am going to make a strong push on this.

Codi: I want to add to Bear's discussion on the trash. The Oregon Country Fair in July is not the only event on this land. The site was cleaner at the end of our event than we have been since. I have been here through the other events and we need to stress to all – if you are on this site, you take home what you bring here. It is really embarrassing how others have not packed it out. As to the Teddy Bear's Picnic, if we are to have this event on Sunday, we need to have more volunteers capable of doing a Sunday event. This year's TBP put a huge stress on those that helped put on the picnic.

Kirk: I am from Rising Moon and a part of the Bubbles Dish Project. The project is an in-house durable dish program that washes dishes, not just for Rising Moon, but for other booths – "dish partners." We've been collecting data and during this 24 year period we've washed around 100,000 plates. There is a question on what is better: compostable or durable? We have had Fair participants ask, "why is this not happening across the Fair?" There are questions on how we interface with the board.

Martha: This is an operational issue and best served by working with Tom, the GM, and the operational crews.

Joseph: Deep recycling and the use of renewables would be a great workshop.

Indigo: In thinking about our next board, I wanted to put out a thank you to Paxton for your service. Also, thank you to the board members that are running for re-election and those running as new board members. It is a big job, takes a lot of brain and heart space and I commend you for putting your hat in the ring. As we move into future years, we need new energy and thoughts.

Diane: I wanted to thank Robin and everyone involved with Culture Jam. The spirit of kids is incredible.

Sarah: I have been an adult mentor at Culture Jam for the last 2 years. It has been beautiful to see this model of the creative community. This is an international model that the Fair and Culture Jam have adopted. The weekend event in March, as an experiment, asked can we bring the youth to a vulnerable space for a weekend? It was a success and the youth were brave and ready to do the work of making the world a better place. I want to express my deepest heartfelt gratitude to the Fair for supporting the youth to be their best self. Thank you.

Kehn (Mambo): I'd like to thank those that chose to run again and those that chose to throw their hats in the ring. There are others that would have had their hats in the ring, had major life events not happened.

Cathy: Thank you Paxton for your many years of service on the board.

Donations/Secretary's Report

Randy: In the virtual mailbag this month we had thank you notes from the Stove Team International, Friday Art Walk, Eugene City Streets, and the Oregon Supported Living Program.

Tonight's consent calendar includes:

Kutsinera \$500	Diane	
St. Francis Shelter \$500		Lucy
YESPA \$1,500	Sue	
Joy Now Arts Project \$1,000		Lucy
Courageous Kids \$400	Sue	

Indigo: I'd like to remove YESPA for separate consideration.

Motion for the consent calendar passed 10-0

Sue moved and Lucy seconded to fund YESPA's donation at \$1,500.

Elliot: I became involved with YESPA some years ago. This is a one-

day event about personal boundaries. The event includes a poetry slam workshop and an improv theatre. This is our third year they've done the event and we have about one hundred participants. Donations are used to put the event on and we do not ask participants to pay for the event. The event is on November 11, 2015.

Joseph: I have attended YEPSA events and they are incredibly creative.

Jen-Lin: This event is similar to Culture Jam, but focusing on gender and sex identity. I've been involved in it for the last couple of years. The performance to wrap up the day has made me laugh uproariously as well as made me weep. It is an incredible event.

Jon: How many years have you been doing the summit? What is your attendance the last two years? Do you expect to have less than last year? Does the \$1,500 cover the cost of the event.

Elliot: We've done this for the last two years with around 100 participants and we are also getting funding from the Equity Foundation.

Jon: If your other funding doesn't come through, I'd be open to supplementing with a donation. I can't speak for the other board members, but just to let you know.

Indigo: This is really important. Our youth become us, the gray hair ones. The more we can provide safe and healthy ways for the youth to grow up, the better our future world is going to be.

Motion passed 10-0

Treasurers' Report/ Budget Items

Hilary: There are no budget items that I am aware of. The Budget committee got seven letters of interest to be on the committee. We are beginning a two-year budget cycle. Our schedule and deadlines are not set yet. The joint Budget/Financial planning was last week at the Springfield Creamery hosted by Sue Kesey. We talked about prices, admissions, results of last year's Fair. We had an attendance of over 50,000 that translates to a good financial year. For next month's meeting, we will get the recommended cost schedule for inventory items and cost changes, as well as projections for November meeting to review recommendations. In addition to making inventory price recommendations, there is a recommendation that the board consider changing the admissions cap. It was at 18,000 per day. There have been some years that we've sold more tickets than that and we're able to do this because of a management decision that said let's sell 19,000 tickets. The joint Budget and Financial planning committees wants to consider raising that cap if the path and staffing can handle this. We have cash above the rainy day fund and the designated funds. The Budget committee would like to recommend to the board an increase to philanthropy for 2015, increasing the reserve for the Community Center funding and setting up

backup funding for deferred maintenance for the site. We'll have more recommendations for the board at the retreat. In addition to the cost changes, part of what is driving this projected personnel costs will be larger, suggestions to increase the food voucher amount, deferred maintenance and operating costs on the New Area. The Capital Projects have been over budget for a long time as well. We have a lot of assets and equipment to maintain. If we are to keep growing and including people, we need to strike a balance.

Old business

GM transition:

Jon moves Jack seconded to create a GM advisor position and transition Charlie Ruff into an hourly wage commensurate with his current wage.

Motion passed 10-0

Bear moved and Sue seconded that Charlie Ruff be appointed as a member of the committees on which he currently sits.

Hilary: I hope you would clarify which committees you want him to serve on, since he attends a lot of committee meetings. I assume we will be paying him an hourly rate to attend committee meetings.

Bear: No, he is no longer a regular employee.

Hilary: How in the world can we ask somebody to volunteer for work that he has been paid for? He has been paid a salary to attend many of these committee meetings. I've assumed he would attend the Budget Committee meetings, as a paid activity on his part. I don't think we can expect him to volunteer to attend every committee meeting he is attending now.

Bear: Let me clarify the motion. **These committees are the Budget committee and the Community Center committee.**

Mouseman: I thought a few months ago Charlie said he was going to ride into the sunset. I'm confused that there is a new position. Now we have two general managers?

Joseph: One job is helping the new current chief executive. The committee work is Charlie serving as a volunteer. He is just not going to be our chief executive. When he comes in as an advisor, we will pay him for that job, otherwise he will be a member.

Russell: I agree with Hilary that paying him on an hourly basis as a contractor, his position will be an employee and that means that the committee work would be also paid.

JonP: I presume the Budget committee will identify a budget line for the advisory position.

Dominic: Is there a timeframe for the advisory position?

Robert: The intent of the Personnel Committee on the advisory position is that it lasts until Dec 31, 2015. This might not have been made clear.

Jon: Charlie will be functioning on the committees as an employee until December 31. After December 31, he will transition to consulting and his service on committees will be as any other Fair member.

Indigo: If someone was working in a capacity and being paid, they cannot then volunteer in that same capacity. Does this come into conflict with Charlie being a committee member after December 31 as a volunteer?

Russell: He can be a volunteer, so long as it is not in the same pay period. Once he is not being paid he can be a volunteer.

Casey: So, when Charlie moves into a consultative role, does he retain the ability to volunteer on said committee?

Russell: This depends on if he qualifies as an independent contractor and is running a separate business and meets those requirements. It generally requires he be free from direction and control but also requires that he essentially operate as a separate business and has other clients to consult with.

Motion passed 10-0

Jon moved and Casey seconded to remove Charlie Ruff as a check signer and add Tom Gannon as a check signer for all the bank accounts.

Motion passed: 10-0

Jon moved and Lucy seconded to approve the Assistant Manager job description as submitted to the board by the Personnel Committee.

Hilary: I am about 85% happy with the description. I think an executive session would have been preferable. There are a couple of phrases that are vague. I like that there is a lot of volunteer support.

Jack: Hilary, if you want to amend it we can do it now. We'll come back to you.

JonP: If Hilary has concerns, we should hear them.

Hilary: There are a couple of things: It says the AM should be "living on site 45 days prior" and I think it is closer to 30 days. Under operational changes, one of the items is "maintain and enhance communications and dissemination of information throughout the organization" and I believe this is huge and we are not asking for something this big out of the AM. Under financial, "monitor and review financial reports as well as conduct reconciliation" – I ask are they doing bank reconciliation, AR, restrictive funds – this is vague. There is some language that has titled "Main camp coordination team" – who is that? Is it Backup Managers, coordinators? It says "part of the team will develop and monitor budgets" – why don't we say they are on the budget committee? "Maintain paper and electronic systems" is again very vague. Under desired qualifications and training, the phrase "knowledge and awareness of an experience" are vague.

Joseph: What is the timeline on this? Is it necessary to pass it tonight?

Jen-Lin: It is critical to pass this job description tonight, so that we can get someone hired by December. A lot of this verbiage is from the prior job description of the AM. Some of the phrasing was purposefully left vague because it is at the discretion of the GM.

Jon: To post the job announcement, we need the job description to be adopted tonight. In the job description charette, the Personnel Committee literally took the job descriptions of our site manager, care taker, assistant manager, and general manager and cut them up into individual lines and went around and placed them under the different jobs where we thought they belonged without pre-conceiving where they had originated from. We have an opportunity to look at what the right mix. We want to be able to have cross training among the staff. We can change the job description at any time, but we need something tonight for this timeline.

Bear: I really urge us to pass this tonight. We on the board have discussed our hopeful timeline for staffing for sometime. The Personnel Committee has kept the board briefed on its efforts. We've had a vacancy at this rank in our staff since January. It is essential that we give Tom the support he needs as the General Manager in December, so that that person can be trained and onboard when we approve the operating budgets to begin the work for the 2016 Fair very early in the year. I'm also glad that you had the job description charette.

LT: I wanted to thank the Personnel Committee for the work that is done. What I hear is that there is enough of a framework to continue the hiring process and make the necessary amendments and adjustments.

Chewie: What I hear from Hilary, and I agree, is there are a lot of vagaries. We can put it out. But look at it as a level set, then tweak it later.

Jack: The Personnel Committee and the board works through a process to come to a process to bring forth into open session. We do not vote in executive session. This is the vehicle for the recommendation that was made with the board and the Personnel Committee. We can make an amendment now or refer it to the Personnel Committee to make adjustments that would be voted on in another open meeting.

Casey: I would like to validate the necessity to get the process started. We lost last our last assistant manager because the job became overwhelming from scope of responsibilities, so much that he left us high and dry. Can someone from the PC come up with a closing sentence that allows either the PC or the GM to make reasonable changes to this during the hiring process?

Kirk: During the hiring process, it would not make sense to make changes. I would like to commend the Personnel Committee and Tom on this job description. I find it to be one of the clearest job descriptions I've seen. We purposefully waited to hire an assistant manager until we had our new general manager in place.

Motion passed 10-0

Jon moved Sue seconded that the Assistant Manager hiring committee be composed of the Personnel Committee members, Tom Gannon, Charlie Ruff, Justin Honea and Martha Evans.

Motion passed 10-0

Kirk moved and Jack seconded to direct the Budget Committee and management to work with Construction Crew this budget cycle to break out a separate Decon Crew from the current Construction Crew. Decon will become a stand-alone crew by the 2016 Fair.

Kirk: As the setup and take down load has increased over the years, construction crew and its subsets have grown to a size that has become very time consuming for the personnel co-coordinator (co-co) to track and the building co-co's to direct. Separating Decon will help make the scale more manageable. Of the subsets of construction, Decon has operated in a largely independent manner for years. Separating this section is relatively easy. It has been discussed amongst the construction co-co's for years and extensively during this Fair cycle. Budget concepts and leadership structure have been discussed. Creating a stand-alone crew gives Decon the recognition and commitment that invigorates them to organize, coordinate with management and develop ways that will fit our future Fair take-down and storage needs.

Joseph: I support the motion; break them out.

JonP: This will enable the Decon crew to have a separate budget. I support it.

Hilary: Many on Budget committee have rooted for this for some time. It right sizes crews.

Justin: I also support this move. At times consolidation and economy of scale is important. I think these two crews have become diversified in what they do. I think it is a great move.

Dino: I'm on Decon and it is about time we go the recognition we deserve.

Bear: Amy Hand, as the Recycling coordinator, works very closely with Decon and asked that we support motion.

Kirk: This is from Jar, our longtime Decon crew coordinator, who reiterates that this is right sizing for this crew.

Jack: I want to extend heartfelt thanks to Decon and Jar. I probably was more of an impediment to this happening sooner than later, but the time is right.

LT: Thanks to Decon and noting that Jar illustrates what you can get done without wearing shoes.

Paxton: This brings us to what number of crew?

Lucy: From 64 to 65.

Motion passed: 9-0-1 Lucy abstained

Bear moved and Kirk seconded to confirm Northwest Community Credit Union Money Market and savings accounts. Signers are John (Jack) Makarchek, Hilary Anthony, Norma Sax, Thomas Gannon.

norma: Northwest Community Credit Union took over the OUR Credit Union which the Oregon Country Fair has an account with. When I went to deposit money there, they said we were not officially an account. So I have the paperwork and the board motion is needed to show them we have a money market and savings account there.

Motion passed 10-0

Jon: I would like the board to try something different. Indigo and I have been working on the specifics for a motion. We've gotten some feedback that makes me want to table the motion. There is one key question I would like to have some board discussion on. The key question is whether or not people think it is a good idea to have individual board members to fill out a conflict of interest disclosure form on an annual basis. The specifics of the form and the policy are separate. If there is no sense that the policy is a good idea, I am not going to spend more time working on the language of the form. I would like to have discussion without a motion.

Hilary: Have an advisory vote on why you would have to fill out a form.

Jon moved and Indigo seconded that the board have an advisory vote on the policy to fill out an annual conflict of interest disclosure form for board members.

Jon: Voting yes on this motion does not mean that you are committed to voting yes when that form is brought forward.

JonP: I would like an explanation on the difference between filling out the form and declaring a conflict of interest.

Hilary: I support having a written conflict of interest form. It will help people to have understanding and transparency in potential conflict of interests.

Michael: Every new board member should be apprised of the conflict of interest policy. I'm not convinced that it would have to be done yearly.

Joseph: I have served two terms on the board and did not sign anything. I do think that it could guide people in recognizing potential conflict of interests.

Bill: There should be something on an annual basis around conflict of interest.

Justin: I think this is a no harm no foul situation. If it adds to clarity to the conflict of interest policy, it would be a good thing.

Jon: There is a bylaw for this. The provisions say that when something comes up for a vote, then one is supposed to declare whether they have conflict of interest. The difference here would be that after the board gets elected in the fall, you would fill out a form so that you put down things that you think potentially would be conflicts of interest. It would not eliminate the need for declaration when something came up in a motion, but it would help inform people about what we are talking about.

Bear: I am against this motion. We have a perfectly good conflict of interest policy in the bylaws. Brad and Indigo declare each year a potential conflict of interest (not actual conflict of interest) at the Financial Planning and Budget meeting. I've been on the board for 12 of the last 15 years and I have never seen anything even vaguely a conflict of interest. I have seen a lot of baseless and defamatory accusations toward several board members over the years about imagined conflicts from those that have an ax to grind with the Fair. It is important that we demonstrate that we are not intimidated by these sorts of actions. We do not need a redundant policy. Our bylaws set forth a clear and consistent policy.

Indigo: I've been working on this theoretical form and have a lot of thoughts about it from we don't need this and we have a perfectly good bylaw in place to it doesn't hurt anything for us as board members who are committing to sit here for two years and do the business of a multi-million dollar non-profit corporation to disclose what our interests are. Granted I am the one Bear is talking about in the perceived conflict of interest as Mouseman has pointed out. For me personally, had I had the opportunity to fill out some simple form out that goes on file at the Country Fair, it would not have hurt me. It would be a good thing. Do I want to do it? Not really, it is just one more piece of paperwork that our secretary has to keep track of, that we need to keep track of. As much as I support this I also agree with what Bear says. I think it does not harm and puts transparency on the board and the membership in a way we haven't had. I have declared every time we are in a budget meeting that my family owns Café Mam and the board can choose not to let me vote on, for instance, the crew or kitchen budgets. I would like us to move forward with better transparencies so that future board members know what could potentially be a conflict of interest.

Chewie: I was one of the managers for the company that works the Far Side gate. I had to walk out of the room when there was a vote on that company's service. This form is simple. Why not? I agree with Bear wholeheartedly that it's not necessary. We have to declare it anyway. So long as I've been on the board of directors, every year at the Budget committee meeting Indigo has said her family is part of Café Mam and they deal with the Fair. The other two times that potential conflict of interests has occurred, the board member walked out of the room. I'm with Indigo, but it's redundant.

LT: I strongly agree with Bear on principle that we should, as a board, neither succumb to, nor appear to succumb to unjust, unfair accusations or characterizations of our votes about conflicts of interest. I would secondly agree that this is not necessary. We have a functional conflict of interest policy in the bylaws. The proposal does not change anything. It goes back to what Hilary was saying. It creates a transparent record and it may assist members of the board in figuring out if they have conflicts of interest. I would be in favor of using it for purposes of establishing transparency.

Paxton: I'm in favor of using a form, too. It is more a problem of perception and this solves that. It is a point of education for those that don't understand the full parameters of conflict of interest. I do think this form is too complicated.

Indigo: We are not voting on a form tonight. This is a draft that I am working on. One of the things on the form is that the board members have seen that bylaws exist for conflict of interest.

Everyone sitting at this table should have read the bylaws word for word. There is no other place that we get the confirmation that board members have read and understand the bylaws. This is good for new people who come on to this body that they really understand our governing documents.

Kirk: If you get elected to the board you get a lot of information. This is like a homework sheet and I would have benefitted from it. Simplicity matters.

Jack: I'd like to defer to Hilary for hypothetical situations.

Hilary: This also refers to employees who are also included by way of the personnel policies. We haven't had coordinators included. Let's just say that a person that is covered by this policy, the difference between having a conflict, where one is personally benefitting, and having a relationship or business deal that is discloseable. What most conflict of interest policies do is to ask you to disclose the relationship, so that is transparent. By saying a relationship exists, is not saying that there is a violation of conflict of interest policy. You can have a situation where somebody is on the board of directors of another non-profit and the other non-profit may be providing services for the Fair, or the Fair is making a donation to; that would be discloseable. You might be in a partnership in a business where one of your partners had a separate contract or loan with the Fair. It is these types of relationships that may not even be the Board member directly having a loan or contractual relationship with the Fair. It could be a family member or a business. It could be a company that the Board member is the owner of that is purchasing from the Fair.

Lucy: If we are going to have a department of redundancy department, then it ought to be transparent.

Sue: I think our bylaws cover it.

Motion 7-3 passed, opposed Bear Sue Jack

Indigo: Please give me thoughts and suggestions on this advisory motion that just passed.

Sue: We want to call out for those interested in being on the hiring committee for the Administrative Assistant. The deadline is Oct 23, 2015 at 5:00pm. If you have interest send an email to PC@oregoncountryfair.org.

Indigo: is there a time frame of when the hiring body would be expected to begin?

Sue: If those submitting letters of interest for the hiring committee are to be approved at the November board meeting, the hiring process would be beginning very shortly after that. The candidate is to be in place by February 1, 2016.

Jon: We are targeting, as new business, the job description for the October board meeting, thus appointing the hiring committee and approving the job description at the November board meeting to hit the February hire date.

Jon moved and Indigo seconded that as a condition of entry on to Oregon Country Fair property, all pass recipients, hired vendors including entertainers, and contractors, are required to agree to turn any lost property they find on Oregon Country Fair property into the Oregon Country Fair Lost and Found and to sign an acknowledgment of this when receiving their pass or as part of any contract.

Michael: What is the intent of that motion?

Joseph: It makes sense. It is trust building.

JonP: I think it is a great policy, but I wonder how you'd do that picking up passes?

Indigo: This would be as simple as having a line in the guidelines because when you sign for your pass you agree to what is written in the guidelines.

Chewie: I would hope that we do not have to have people sign to be honest. This really bothers me. The integrity that we have amongst ourselves should not have to be signed for.

Jon: I would remind my board that this language is from the Fair attorney. The language is based on the opinion of the Fair attorney. It protects the Fair, in order for the Fair to say they are the "finder" and puts the legal responsibility on the Fair for the public notices that get published. It is the policy that we should have if we want to establish the principle that everybody should be turning stuff over to the Fair when it is found on Fair property. If we want to have it as a free for all, and everyone can find what they want and there's no obligation to turn it over to the Fair, don't adopt the policy. This is the opinion of the Fair attorney. If you need time to refer to the opinion, I'm fine for tabling it. This is half of the piece of reviewing our lost and found policy – who is obligated to turn it in. The other piece is what we do when we find it.

Bear: I support the motion. We already sign saying we'll abide by the code of conduct and the bylaws and the community agreement when we pick up our passes. We instituted not only signing for the passes, but signing for a principle when we adopted the community agreement which deals with how we treat minors on site. At the end of the day when you are picking up something on site, it is not actually your property.

LT: I understand Chewie's concern around the loss of trust in a community. When trust fails laws arise. It's not a bad thing to make it clear, we have a legal opinion and it is a simple process.

Kirk: I am struggling with it. The thing I am struggling with is most is the signing. At the actual sticker booth I'm not sure people know what they are signing for.

Chewie: They are guidelines; they are not rules. It bothers me. Either we sign for all the guidelines or none of them. I don't understand why we are having this thing picked up.

Jon: If all we are depending on are the guidelines, there is no legal responsibility for people to turn things in. There may be responsibility to be part of the Fair, nor is there clarity of who is the finder for things that actually does get turned in. If people do not sign an acknowledgement then there is no legal responsibility to turn something in.

Jack: We are too hung up on signing. Trust is in essence an agreement. What we all want is anything that is found at the Fair is returned to us. I don't see how that is not trusting. In a generality it is what we want – people to turn in what they found. I'm not going to get hung up on anything. My part is to do what's best for the Fair and get things back to its owner

Motion passed: 9-0-1 Kirk abstained

**Jon moved and Paxton seconded to approve minutes from August 2015 meeting
Indigo abstained 9-0-1**

President's Peace

We have a super majority vote on the board, consequently because of that there is strength in our disagreement. When we disagree and verbalize and go through how hard and arduous it might seem, it is in a way of honoring diversity of thought. This is important in looking out at what is going on in the world with everyone building walls. It is kind of a warped time but I think it is real. Our goal is not to build walls. Our goal is to be open, thoughtful, passionate and empathetic to everybody's thoughts and rely on the outcome of the super majority. By any degree this is no easy thing to do. The whole thing is that I am so disturbed by hearing about the walls that people want to build in the world. I certainly don't want our differences to keep us apart. I want to continue to work and move forward to a good future that we can be proud of and people can look at and say that works.

Draft Agenda for October BoD Meeting

Approve minutes from September 14, 2015 board meeting

Appoint recycling co-coordinator Sarah Garcia (Bear)

Appoint Kenya Lover to Diversity Task force (Diane)

Oregon Community Credit Union check signing changes (Bear)

"The Board of Directors designates Jack Makarchek and Thomas Gannon to be signers on the Oregon Country Fair's account with Oregon Community Credit Union. Charles Ruff is removed as a signer on this account."

Appoint Decon crew coordinator (Kirk)

Shade crew motion (Kirk)

By-laws amendment regarding membership (Jon)

Financial disclosure for coordinators and others with purchasing authority (Jon)

Personnel policy and procedure manual (PPPM)

Craft review panel update (Sue)

Consent Calendar:

Whitaker Thanksgiving Dinner donation