

Oregon Country Fair Board of Directors' Meeting
October 5, 2015, 7:00 pm, NW Youth Corps, Columbia room

Board members present: Diane Albino, Casey Marks Fife (Alternate), Paxton Hoag, Lucy Kingsley, Jack Makarchek (president), Indigo Ronlov (vice-president), Kirk Shultz, Jon Silvermoon, Lawrence Taylor, Sue Theolass, Bear Wilner-Nugent. **Peach Gallery present:** Staff (Tom, Shane, Robin and Andy), Officers (Hilary and Randy), and 44 members and guests.

New Business

Approve October 5, 2015, board meeting minutes
Approve election results (Paxton)
Appoint officers (Bear)
Appoint Administrative Assistant hiring committee (Jon)
Revenue projections (Bear)
Redefine cartography and appoint co-coordinator (Kirk)
Appoint Dante Douglas, Sophia Mackee, and Sam Rutledge to Diversity Task force (Jon)
By-laws amendment regarding membership
Financial disclosure for coordinators and others with purchasing authority (Jon)

Announcements

Hilary: Oregon Country Fair is helping to sponsor a Fusion dance series. The Dance team from the New Area crew is putting them on. The first one is October 17, 2015, at the Ford Alumni Center on the University of Oregon campus. It is Fusion style dance with an hour of instruction from Haven Sundstrom and Tara Wibrew and with Will Shaver and Shawn Kahl serving as DJs and Solovox doing a live set. It will go until about 1:00 am, so plenty of time to attend after the Annual Meeting and Election.

Spirit: Bryon is doing very well after his heart event. Bryon's good health has freed me up and I'm running for a spot on the Oregon Country Fair Board of Directors.

Kenya: I am part of Academic, Cultural, Technological and Scientific Olympics (ACT-SO.) I am here to recruit mentors. ACT-SO appreciates the donation that OCF gave to this organization a couple of years ago. I would like to pass around a sign-up sheet for those interested in being mentors. Anyone else can call the office for information on being a mentor for ACT-SO.

Shane: OCF/Elmira Classic is a cross-country event held by Elimra High School. I will meet with Coach Bellingham on Friday to determine the number of participants. We need some volunteers for this event that is at 2:00 pm on Wednesday, October 14, 2015.

Amy: It is fun to come on site to see weddings, parties, and get-togethers. On behalf of recycling, if you are getting into the Recycling crew's tarped-off area, please re-tarp the area when you are done. There is no recycling going on at the site at this time. Better than getting into the tarped off area, guide those wanting to dispose of waste properly to the Warebarn where the kiosk has service year around.

Indigo: I am going back to Egypt and wanted to put out a call to family that is interested in following along on the Zhara Facebook page and website. I'll be bringing three different groups of people together that collect garbage and reclaim recycling. We'll be doing workshops with these groups, so follow us on our journey.

Codi: On site there are a lot of people Not Packing It Out! Make sure what you bring on site gets packed out.

Kehn: Thank you to KOFCF! Also, I able to walk without pain in my hip due to Fair Family's Robin Burnett, Jeya Aerenon and Michele. This is what family does and I thank you all so much!

Jar: I'd like everyone to take time to send some healing energy to our beloved Wacko. He will be moving back to Portland, so we can take care of him. He has given a lot to the Fair and I'd love for us to give some back.

Staff Reports

Tom: September was one heck of a month! On a personal note, you may notice I am wearing an odd hat. It is, in fact, a bandage. I was in a motor vehicle accident last week and was knocked senseless and received some particularly nasty lacerations to my scalp. I'm feeling much better. We did get a lot of work done last week. I was not at my best and I apologize if I let anything slide. I did completely miss one meeting (at least) but we'll be making that up shortly. This past weekend was the BUM retreat and we had a chance to go into a comprehensive debriefing around this past Fair and identified some key issues to follow up on that will be part of the BUM work plan for the upcoming year. This was a real working retreat and I am very grateful to have as a resource the BUM team that takes its responsibility to the Fair seriously, is able to provide world-class service to our guests and Family and do so with what I think is unmatched grace and professionalism. I am very pleased with the current composition of the Team and will not be making any substantial changes any time soon.

The Personnel Committee has meetings regularly to hammer out the details of the Administrative Assistant job description. The Assistant Manager job announcement has been posted through multiple media outlets, including social media, major PNW daily newspapers and alternative weekly newspapers. Interested applicants can go to oregoncountryfair.net to read the job description. Cover letters and resumes are due by 5:00 pm, October 16. In addition to the exciting work of hiring new staff the PC has also been taking on the tiger that is employee benefits. We need to do a bit more research but we will have some recommendations shortly. I have received no news regarding the S (Special) Use Permit. It is still going through the administrative decision process.

I attended my first ever Path Planning Committee meeting and look forward to attending many more. Congratulations and thanks to Colleen and Justin for stepping up once again to take on leadership roles on the committee.

I met with the Camping Crew to go over how this past Fair went. The work the Crew did over the past few years really paid off this year. The job the crew did was amazing and I think John K, Philip, Michael, Corey and Chewie did a fantastic job of moving hundreds and hundreds of campers in very creative and thoughtful ways. The opening of the South Woods was a grand feat and I am very impressed with how well South Miss Piggy and Scof lots were utilized. John K's ability to communicate with such a diverse and huge group of stakeholders over the months leading up to the Fair and during the Fair itself was really impressive and he demonstrated a skill set I would very much like to emulate. Thanks to everyone.

Shane: I can truly say that there is never a dull moment out at the Fair site. This summer has been packed with events and large projects and for the first time since moving to Oregon I can't wait for winter, when things will slow down a bit. When we last met a few short weeks ago, a handful of volunteers and I began repairing DeSpain Lane. After 13 long days of heavy labor we sent back the excavator on September 23. There remains a small list of chores to button up the project for the winter, but the heavy lifting is completed. I would like to thank the volunteers who stepped up to help me with this project; without them it never would have gotten done. We had early morning starts, long days and late dinners, and they had to tolerate me on top of it all. Special thanks goes to Mark Doyle, who sat in the excavator and made the work easy for us on the ground. His ability operating heavy equipment is impressive and extremely valuable. I would like to thank Bennett Rogers who stuck with the project throughout its entirety; his attitude is what kept me in motion. Jason Barton lent us his back for a few days, which gave me a break. Thanks to Kehn Gibson for showing us how to take breaks, save energy, and provide Facebook entertainment to anyone following along. If you were curious, he did actually help! I would like to thank Derwin Hoskins, who Jeff and I roped into helping us for one day and ended up staying for the whole project. Derwin has never attended the Fair, although he has been volunteering for Fair related events for a few years. Derwin is a participant in the Beaver Open, a dam builder, the folks who come out to set up for Culture Jam, and a kitchen staff member for Culture Jam. He helped us with the labor and his wife helped prepare meals for the working volunteers. Jason Kelly, long time Fair Central member,

LUMP committee member worked out the engineering and consulted us on the project. Thank you for donating your valuable time, engineering, and consulting on the project. Various Site Crew members showed up to lend a hand on the project and I am very grateful: Josh Padron, Cameron Clark, Erik Kazmar, Aaron Lott, and Mary Woodruff. Lastly, I have to thank Jeff Johnson. He sacrificed days off to see the project through. Thanks to his wife, Clair Johnson, who helped with meals and the cleaning of Alice's when we were through. OHHH and I must not forget my wife who helped with a few meals, drove Doolittle for eight hours loading and unloading material removed from DeSpain Lane to Dug's Green. I think she knew that if she didn't come out to participate she wouldn't have seen me for two weeks. Now that the big project is complete, we can turn our attention to getting the site winterized and ready for the next event!

Andy: I missed most of September while I was on Cycle Oregon and moving my mom. I want to give a shout out to Eric Bebout and Captain Jack who helped me set up the showers at Culture Jam. Also, I want to double down on thanking Derwin who was able to fix our Kubota 420 tractor when no one else could do it.

Robin: I also want to thank Derwin and his wife, Tory, for helping in the Culture Jam kitchen.

norma: As I write this on the 20th anniversary of my employment with this esteemed establishment, I want to thank everyone who has helped me navigate this wild ride. And that is everyone who's ever worked at, performed at, sold at, bought a ticket for, postal mailed, called or emailed the Oregon Country Fair. Thank you from the bottom of my Birkenstocks for brightening my days (and often nights and weekends) for a couple of amazing decades. How you put up with me, I'll never understand, but I'm awfully glad you did. It's only been two weeks since the last meeting but I've spent a lot of time immersed in the bank world so that Tom can become a check signer. I've also been working on updating the Administrative Assistant job manual so that when I finally blow this pop stand, my successor will have smooth sailing. Both these tasks have been full-time jobs themselves.

As Hilary has probably told you, the Budget Committee has begun meeting and new budget forms and the budget handbooks have been sent to all our coordinators. Co-co's, please send your completed budget requests back to us by October 26.

Robin: I have really great news! I'm going home to New York in a couple of weeks to celebrate my little brother, Michael Bernardi, who has landed a part in a new revival of *Fiddler on the Roof* on Broadway. My father played the lead role on Broadway in the '60's, which makes this even more exciting. I will be going soon, while Michael is in rehearsals, rather than when the show opens. With all the changes going on with staffing at the Fair office, I felt it best to go now so I can get back in time to be a solid support in the office during the shifts in the coming months and into the next cycle.

Committee Reports

Dean: KOCF's first pledge drive began today, October 5, 2015. The drive will run three weeks, but being so new, we don't know how effective it will be. We have a goal of \$6,700. This money would open up some possibilities, primarily to pay for internet streaming. This will allow anyone, anywhere to go to KOCF.org and listen. On October 16, 2015, we will be doing our first live streaming of the Elmira vs. Sweet Home football game. Elmira instructors Stu Burgess and Jon Guldager will be announcing the game. Students will be shadowing both at the stadium and at the transmitter site. Jon and Stu are working to build a studio classroom and hope to have a radio club by December. We hope to have live programming from Elmira High in mid-January. This puts the community in community radio. We are looking to find studio space elsewhere in the community, so all our community volunteers will have a place to do radio. I hope to announce in the next few months that we are moving our studio.

Anna: Peach Power, where the rubber meets the road, will hold a meeting Sunday, October 11, 2015, at 10:00 am. We are doing resource planning, project and procurement. We are moving

forward with our expansion of the solar electrical array, near where the bus waiting area. If you are interested in all things peach and renewable come to Fair office Sunday.

Paxton: Community Center Committee met and is putting out a call for new members. We need help in the design of the Community Center/upland kitchen. We are working to determine our surveying needs, as we work towards applying for the Special Use Permit. We had a discussion on operating times for events. At the Teddy Bear's Picnic, which we are using as one of our larger events, we had a traffic counter to help with the traffic study. We'd love to have your help on identifying the needs and design of the Community Center.

Anna: The Community Center Committee is looking for new members!

Do you love the Oregon Country Fair and want to be involved beyond the three-day event? Do you want to help shape the future of our upland kitchen and gathering spot? Do you eat meals in Main Camp Kitchen? Do you want to get married on site, or have a retreat or give a lecture on site? Do you want to support Culture Jam or the Teddy Bear Picnic? Do you feel passionate about feeding large numbers of people? Do you enjoy soliciting opinions and making things happen? Do you want to be part of making a 19-year vision become a reality? If you answered yes to any of these questions then the Community Center Committee might be right for you.

We are looking for committed, dedicated Fair Family to join us in participating in this important, exciting and sometimes maddening journey towards building a Community Center to support not only our cherished three-day event, but the other on-site events that happen the rest of the year as well. We meet the third Monday of every month at 6:00 pm at the Eugene office, but we accommodate remote participation as well through video conferencing. Please send your letter of interest to ccc@oregoncountryfair.org

Peggy: The Elders meeting was moved to Grower's Market. Norma Baum, one of the sign painters at the Fair, offered to work with us to improve the shower near Elder camp. The annual spirit walk will be October 24, potluck, 5 p.m. set up the Yurt, walk starts at dusk. Talk to Jon Pincus if you would like help with the planning for the 40th anniversary (of the WOW Hall). Eighteen new elder applications were received, seven approved, 11 to be researched for further verification. The Fall Elders Retreat will be October 10-11 at Alice's. Next Elders Committee Meeting: October 22 (7 pm) will be held at Grower's Market, 454 Willamette Street.

Jen-Lin: The Annual Election will be held Saturday, October 17.

Sue: The Craft Review group is resuming their meetings. We are working through details, process and definition of terms. We hope to have a working session in January or February.

Diane: The Diversity Task Force met and worked on developing a work plan for the coming year and discussed a mission statement. We had a small report back from Path Planning on the cultural appropriation issue.

Paxton: The committee reviewed the draft New Area Group report, looked at the permanence of the Dance Stage and noted work that needs to still be done. Some concerns were expressed over booth construction that did not seem to follow the construction handbook and there were problems with toilet location and generator location. NAG mentioned there will be more sound testing and that there may be passes for someone who is capable of doing the testing. It was also felt that marketing the New Area would be needed. The naming subcommittee was given direction to find a process to pick a name but not to do naming. There is still a need for a name for the New Area. A Dust Abatement subcommittee was formed. If you are interested, please apply to Path Planning. Continued to work on the Upper River Loop changes. Most felt the Library Path Fix did not work and needs to be reworked. There was support for the suggestion to change the name of Daredevil Vaudeville Palace to the DuCaniveaux Vaudeville Palace and to consider expanding the Performance/audience area.

Indigo: Sound Summit group monitored sound throughout the three-day event. We will have a report on our findings soon. This will give us baseline, pun intended, for both information and policy recommendations for the Guidelines.

Member Input

Jen-Lin: I want to thank Robert Jacobs, Rich Locust and the other videographers for hosting the Candidates Forum.

Robert: And – Paxton, who came through and helped us a lot as well.

Martha: I want to thank the Fair collectively and individually for their support of Ballot measure 91. I've been shopping and I am a retail fan. What happened on Thursday was really fun. I never thought I'd live to see the day.

Bear: I will not be at the Annual Meeting, but I remain very much a candidate for the board. I apologize for missing, but I've been to almost every other annual meeting.

Marlene: I am past president of the City Club of Eugene. I first want to thank you for being a sponsor and a member of the City Club. I'm here to ask for a letter of support for a new project called the Alliance for Civic Education. It is bringing together young adults 18-30 years old as interns from diverse communities to work with the program committee that produces our hour-long radio show every week of the year. They would mentor younger students, K-12 throughout Lane County. They would also help us produce a gala celebration of civic education next spring. We are calling this the Democracy Olympics, which would include mock trials, city council presentations, debate tournaments, a translation tournament, student showcases, service learning and a powwow. We need to raise funds for this. We have been asked to submit an application for Regional Innovation Training grants with the Lane Workforce Partnership. The skills needed for active citizenship and those needed for entrepreneurs are all the same: pitch, persuade, present. The City Club needs a letter of support for the idea and the value of this project by October 15, 2015.

Robin: Perhaps I can facilitate Marlene's request.

LT moved and Jon seconded to provide a letter of support for the City Club of Eugene's application for the Regional Innovation Training and to move it from New to Old Business tonight.

Motion passed: 10-0.

Paxton: I want to show my latest E-Bay purchase, an Oregon Country Fair 1992 Peach Pit. I looked it up; it was the mid-point of the Oregon Country Fair. It is a good reason to develop the Archivist position.

Donations/Secretary Report

Randy: Tonight the only Consent calendar item we have is for Whitaker Community Dinners for \$2,000. I placed it here, but it is really a sponsorship/ membership that is fulfilled each year.

Indigo moved and Sue seconded to fund the Whitaker Community Dinners at \$2,000 and loan them the 13 radios that they also need.

Ron: I am an OCF elder and one of the original founders of the free Thanksgiving Dinner that is done at the Whitaker School. This is our twenty-seventh year for the dinner. I wanted to let you know how much we appreciate the support we've received from the Oregon Country Fair. Last year we served 2,200 people. We gave away 400 sleeping bags, 400 blankets, 1,700 pairs of socks, we served 1,300 pounds of turkey, 800 pounds of potatoes and yams and had over 600 people volunteer to work the dinner. We would not be able to do this dinner without your support. We would also like to borrow thirteen radios for communication for the event. We would also like to encourage you to come to the dinner.

Diane: Does this come out of our reoccurring donations?

Jon: I would like in the budget process to have a line item that says Whitaker Community Dinners for \$2,000 so that we approve it as a part of the budget. I think it should be a standard line item in the budget.

LT: Ron, would it be helpful to you if this were something that you could budget on?

Ron: We would love it, but we will continue to tell you how much we appreciate your support. As you know, events like yours and ours do not happen without support of volunteers and people from the community.

LT: We have reliably supported Whitaker Family Dinners for a long time. It is an essential part of our role as a member of this community. We get to feel good about ourselves each year, but in the interest of efficiency I'd like to make it a budget item.

Indigo: I'm wondering, for others reading the minutes, if they want to have an in-kind or monetary donation to Whitaker Community Dinners, is there a website or phone number to call?

Ron: Yes, our website is at: wcdinner.org

Jack: I don't want this to preclude our ability to give more. I don't know how we would be able to bring you into the budget process for the event as opposed to donations. Personally, there is the humility in the asking and I think this is very important in community building. I would not vote against it if the board so chooses, but I think there is value in this kindness that is taking place.

Motion passed: 10-0.

Treasurers' Report/Budget Items

Hilary: My memory of reoccurring donations was that donations like this was what the board intended. Maybe this year at the budget meeting the board can specify the line items and what they want them to be. Grumpy is in Australia. The revenue projections are on the agenda for next month and Grumpy will present it. What is before the board is a proposed revenue projection increase of \$200,000, of which about half is from admissions. The proposal is to increase daily ticket prices from one to three dollars depending on which day it is on the matrix. The other half of the admissions increase is due to using a larger number of people in our projections. This gets closer to the actual number of people we expect. The other changes we are recommending are to increase the price of staff vehicle stickers from \$10 to \$20, which puts it on parity with booth vehicle stickers. All oversize vehicle stickers will move from \$30 to \$50. The increases coming from the booth side is the cost of the passes sold to the booths. To simplify, all booth passes are \$80, just like the SO pass, and moving to \$100, just as the SO passes increase closer to the Fair. The Budget committee met and invited all seven of those that submitted letters of interest to attend the meetings, have an orientation, and have a couple of crews to work with. We'll see if we love each other. We want them to use the same timeline that anybody that shows interest in the Budget committee does, which is attend for a season and we'll assess to see if we feel like you are a good fit. In this case, it might be you all are really great fits, but we don't need six people. We are really impressed by the people that expressed interest. We want the budgets back by October 26, 2015. There are a couple of meetings before that on administrative items. Then, we'll give you a budget in January.

Jon: I have some questions on the budget report. General Manager Rental was 1072% over budget.

Hilary: This would be a good question for somebody that knows the detail. If you give me advanced notice I can find out.

Jon: It says it was budgeted for \$7,500 and this says we spent \$95,000.

Hilary: I'd love to help you, but I would need some advanced warning to ply through a spreadsheet.

Paxton: On the revenue projection, was there a fifth item to raise food vouchers?

Hilary: We committed to talk about that during the budget process. It can also go on the board retreat agenda.

Lucy: My memory was we said the budget committee would look into it along with the other requests for funds, of which there are a lot. I have a different memory Paxton.

Shane: I am waiting on invoices from the quarries for the aggregate used on the culvert. There was some money in Capital project for DeSpain Lane. I am hoping to come to you next month with the full cost of the project, along with a post project debrief from our engineers.

Indigo: Looking at the Green ticket money, have we not moved anything in the last couple of years? Hilary: Correct.

Old Business

**LT moved and Diane seconded to approve minutes from September 14, 2015, board meeting
Motion passed: 10-0.**

Bear moved and Sue seconded to approve the Administrative Assistant job description as provided by the Personnel committee.

Bear: This job description is posted on the oregoncountryfair.net website.

Jon: In the minutes that we just approved, "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." I am perplexed as to why there seems to be a change of course. If we said in the minutes that we were going to approve the job description at the November meeting, I think we should wait.

Jen-Lin: My understanding is that we were going to approve the job description tonight, appoint the hiring committee in November, start running the ads for the Administrative Assistant position either this weekend or the following weekend to have the ad run for a month, which puts us in November to begin interviews.

Bear: Jon is correct that the minutes say what they say, but nonetheless all the board members present tonight have gone over that job description. I have yet to hear any substantial objections from a board member to that job description. I think it would be good for our advertising that the board stands behind it as it is published. The job description is somewhat a work in progress because it may be that as we do some additional hiring over the next year, we will be taking some job functions out of this description. We need something in place for candidates to look to. Unless there is a compelling reason to delay, other than for delay's sake, we should go forward.

Paxton moved and Jon seconded to move to table the Administrative Assistant job description.

Paxton: I did not get this until last night. I would love to see it published in the FFN and I think our timeline yields that we can do this.

Motion to table failed: 2-8; Indigo, Kirk, Sue, Lucy, Bear, LT, Diane and Jack opposed.

Indigo: We have had norma, who has been filling so many different aspects of this job. The goal is to find somebody for the role and begin to pare down specific job functions that apply to the person we choose. Having the job description out there is a good idea. I think the biggest point in this job description is that the Administrative Assistant is going to be under the General Manager's direction.

Jon: We should put on new business appoint hiring committee for the Administrative Assistant.
Motion passed: 9-0-1; Jon abstained.

Bear moved and Kirk seconded to appoint Sarah Garcia as recycling co-coordinator.

Amy: Working with Sarah these last few years have been an absolute joy.

LT: Given Sarah's exemplary service to the Fair, in respect to our human resources challenges and given the anticipated work in that area, I hope that the Recycling crew is ready for us to poach a considerable amount of Sarah's time.

Sue: I'm glad you found a way to fill your considerable amounts of spare time.

Motion passed: 10-0.

Diane moved and LT seconded to appoint Kenya Luvert to the Diversity Task Force.

Martha: I've worked with Kenya at Culture Jam. She is smart, capable, and terrific.

LT: My kids are big Kenya fans, and that is good enough for me.

Jon: She has been attending the Diversity Task Force meetings and I appreciate her knowledge and input.

Motion passed: 10-0.

Kirk moved and Paxton seconded to appoint James AR Smith, Hall Stuart-Lovell and Dana Merryday as Decon co-coordinators.

Jar: Decon is a very special crew. Every one of them is important, but we can only accept three people as coordinators. I want to give a special shout-out to Pete (Decon Deke), Juliet (Ju-Ju Kitty) and Lucky (Laura) who are also very essential to our function, and if we could, they would be coordinators too.

Kirk: I've had the great pleasure of working with Mr. Smith. I've worked with the opposite side of the teeter-totter, the put it up versus take it down for a long time. It has been a pleasure working with Hall and Dana.

Bear: Let us not forget that Dana is founder of Lime Green Friday.

Jon: For many years my crew camped right next to Decon, and I've been impressed by the way Jar inspires and leads his crew.

Paxton: I too hang around in Post-Fair and am truly amazed at the work and organization that Decon goes through. I was surprised to find they were not a separate crew and I'm happy they are getting crew status.

Motion passed: 10-0.

Jon moved and Bear seconded to remove Charlie Ruff and add Tom Gannon to have check signing privileges at the Oregon Community Credit Union.

Motion passed: 10-0.

Jack moved and Jon seconded to provide the City Club of Eugene with a letter of support for their project Alliance for Civic Education.

Motion passed: 10-0.

President's Peace

It is a thrill for me to listen to the input from the people that come here. It really makes a difference. It makes a difference because it is comfortable and there is a center here that makes me feel good about participating in something, when there is so much hate, violence and negativity in the world at large. This is a comforting spot, a spot not unlike being at home with my family and my animals. And I thank you for that and I thank the Fair for allowing me to use it as such.

Draft Agenda for November 9, 2015 meeting

Consent calendar items:

Western Environmental Law Center \$1,000 (Bear)

Jeremy Wilson Foundation \$1,000 (Lucy)

Old Business:

Approve October 5, 2015 board meeting minutes

Approve election results (Paxton)

Appoint officers (Bear)

Appoint Administrative Assistant hiring committee (Jon)

Revenue projections (Bear)

Redefine cartography and appoint co-coordinator (Kirk)

Appoint Dante Douglas, Sophia Mackee, and Sam Rutledge to Diversity Task force (Jon)
By-laws amendment regarding membership. Tabled from October
Financial disclosure for coordinators and others with purchasing authority (Jon) Tabled from
October