

Oregon Country Fair Board of Directors' Meeting
June 5, 2017
7 pm, NW Youth Corps, Columbia room

Board members present: Diane Albino, Ann Bennett-Rogers, Casey Marks-Fife, Justin Honea, Lucy Kingsley, Indigo Ronlov (vice president), Kenya Luvert, Jon Silvermoon, Lawrence Taylor (alternate), Sue Theolass. **Peach Gallery present:** Staff (Crystalyn, Stephanie, Shelly and Robin), Officers (Hilary, Lynda and Randy) and 35 members and guests.

Agenda review

Stephanie: We have been streaming Board meetings and offering them to the members who want to view the proceedings. We are working toward a live stream for the Board meetings. Send an email to office@oregoncountryfair.org if you want to be added to the mailing list.

New Business

Starting in 2019 the Oregon Country Fair public spaces, with the exception of designated areas in parking lots, will be tobacco-free from noon Thursday to 1 pm Monday. (Sue)

Announcements

Martha: The next Board meeting will be on site on Sunday, June 25, at Alice's firepit at 4 pm.

Michael: Anyone from the Fair can go to Mallory Safety, formerly Sanderson Safety, and say "OCF happy days" and get your fire extinguisher recharged, buy a new one or have your old one tested.

Indigo: There is a motion on the cultural appropriation and artistic expression. I want to make a couple of announcements on action that has taken place since last month's meeting. We are working on a collaborative meeting and training for Board, staff and leadership around cultural competency. This will take place before this year's Fair. Sara Rich will be facilitating a conversation on Saturday of the event on the Front Porch at 11:30 am. Management and others are working on a kiosk in Xavanadu with visual information on cultural competency. I'm also looking at how to create a yearly training opportunity after the Board cycle so the new Board members have the opportunity for cultural competency training. Also, last month Dean Middleton opened up a dialogue with the native community locally.

Paxton: We are having a celebration of life for Lois Morford next Sunday, at 1 pm at Shivley Hall with a potluck, stories, singing and a slide show. She had 46 scrapbooks of her life and a lot of them will be there. Please come and carpool.

Stephanie: We have dropped a word on one of the stages and it is just the Caravan Stage.

Lucy: I have only heard from about half the crew coordinators for appointments. So, get an appointment to see me.

Laurel: The Fiftieth Anniversary Task Force is holding open space gathering Sunday, June 11, at 2 pm at Alice's fire pit. The meeting is to figure out how to celebrate in our own event with the greater community. Everyone is invited, including coordinators to help us decide how to celebrate the magic we create. If you know you will be able to make it, please email norma@oregoncountryfair.org so we have enough resources available for everyone.

Indigo: This past weekend was the first of the Tween Camp that we are offering for our 9- to 12-year-olds. It is for staff and volunteers onsite working on pre-Fair crews. It was wonderful and there were children that went into the fields and learned about conservation skills and nature identification. I want to thank the Board

for having supported this experiment. If you have crew that will be on site and they have 9- to 12-year-olds, they can show up at Main Camp at 9:30 am to register and we can take up to 15 kids per day.

Shelly: I want to acknowledge the death of Taliesin Myrddin Namkai-Meche. He and his family were longtime Fair family. I had the distinct privilege of caretaking his family's property a lot of years. I knew Taliesin since he was born. This has rippled through the community and the rest of the world. On sunset on Memorial Day in Portland, we had a small and intimate gathering of the family to say goodbye. There was a larger celebration of life at Reed College. Some have said they want to do something at the Fair, so if you do, contact me.

Lucy: Sunday of Fair at 10 am at the Junction there is a celebration of life recognizing Fair family we have lost.

Staff Reports

Crystalyn: Main Camp is officially open, and we are on our way to a great event! A huge thank you to Shelly and Jeff, Pre-fair Kitchen, Site, and Construction crews for helping prep Main Camp for this past weekend's opening. It is amazing to have such dedicated volunteers to work with for the next month and a half.

We still have not received a ruling from the hearings official regarding the SUP. Unfortunately, without the ruling we have to postpone the Barter Fair for 2017.

I would be remiss if I didn't acknowledge and thank Hot Mama's Wings who are currently washing all of the Fair's durables this year. They've teamed up with Rich Newman and Elizabeth Reed who are heading up the logistics, sorting, and distribution side of the new Durables Team. A special thanks to Amy Hand of Recycling, for guiding us all on this journey. Her insight and past experience has helped create a successful process.

Hilary and norma have been working diligently on the annual review for 2016, with the hopes of getting all the information completed and submitted earlier than in past years.

Charlie Ruff, Thom Lanfear, Shane and I, have been meeting with Lane County on site to get further clarification on how to best move forward. Please remember there is no new building of structures for 2017. Minor repairs should be okay, but please check in with Construction before making needed repairs. We are aware that this may be inconvenient for some this year, and we ask for your patience as we continue to work closely with the county. It is our hopes to have worked through the process, allowing us to return to normal for the 2018 event.

We also want you all to know that Little Wing, the new White Bird facility in Xavanadu, is going to be expanding dramatically this year. Their hours for 2017 will be from 9 am to 3 am. Additionally, they will be dispatching several roving teams from Little Wing, and will have prescribers on shift for most of their open hours of operation to help serve our family and friends should they need medical services.

Ticket sales are going well. One interesting development for this year is we've sold more Friday tickets than Saturday tickets, which is unusual. Ticket sales are trending up for all days, including the three-day passes breaking all former sales records.

Shelly: Thank you to Howard McCarthy for your many years of service and dedication. You are a champion mower and your work is much appreciated. Thank you for making the site beautiful. It was a great opening weekend. Please remember to pack out what you pack in. Let's not overburden our Recycling Crew. Please leave your excess packaging at home. When putting items in barrels, please sort properly according to signage. Better yet, take it home with you and spare them having to work so hard to clean up after all of us. Kitchen Crew is rocking it and the food has been delicious. Thank you all for the great opening weekend.

Stephanie: norma and I have been on site since Friday. The phone rings on site and all reimbursements are there as well. We are business as usual with the office open from 9 am to 5 pm. Robin's hours in town is from 1 pm to 5 pm so she can have time to work on Culture Jam. The Entertainment lineup is posted online.

Robin: April and May are some of our busiest months at the Fair office — and as always, it has been wild. Thank you, June! The phones are finally forwarded to Stephanie's Site Office Crew, which is giving me some silence to concentrate fully. All the youth and staff for Culture Jam 2017 have already been placed, now it's time for paperwork to be prepared and communications to be made to make sure everyone is oriented and gets there safely. All we need now are a few more loving and willing volunteers to join us for a day or two or more in the Culture Jam Kitchen (a great place to be!) and we'll be set. Please email me at the office if you're interested, robin@oregoncountryfair.org. May also brought with it a special trip up to a five-day conference with Peggy Taylor and Power of Hope on Whidbey Island. Peggy brought together all of the U.S. and Canadian organizations who are running the camp model Culture Jam uses (created by Peggy Taylor and Charlie Murphy). We talked about the future of this work and how to strengthen our bonds. It was exciting to recognize that we are a part of a larger community and can be of service by sharing what we have learned through our 16 years of experience and success. I want to thank Leslie Scott and all the people who helped bring the model into the warm embrace of the Fair. Because of the Fair's stable care and kindness on a multitude of levels, Culture Jam has been able to thrive.

Committee Reports

Food Committee: Sue reported that Snowcone Jack is taking a second year off, but Cascade Sno Cones will be taking place his place for this year only. Cascade Sno Cones offers handmade, mostly organic, flavorings for the ices.

Archeology Committee: Ann said the committee met in May and reviewed how we are updating our GIS. We are working with providing alternatives to resource conflicts.

LUMP committee: Jon said 10 members and guests met at the OCF office and by Go-to-Meeting in May. We discussed mapping floodwater levels, controlling invasive weeds, and developing a list of toxic and invasive plants. After the Fair, our work plan includes reviewing parking, developing elevation maps, mapping and recording green zones, working with the Community Center committee, reviewing camping, and exploring on-site gray water disposal.

Joseph said the LUMP committee still does not have a green zone policy. We are still working on it, but it will not be in place until we have the GIS mappings.

Community Center committee: Jon said the committee is hiring Pivot, a consulting firm, to provide cost scenarios for the current footprint and size of the building under consideration. The report will provide what meeting minimum building code requirements would cost, what meeting commercial building standards would cost, and third what the building would cost with green technologies and all amenities. The committee hopes that the information from Pivot will provide ballpark numbers for the SUP and building design. We also hope to get some of the variables from Pivot to change those cost figures.

Diversity Task Force: Jon reported that the task force is working on distributing guest passes for various diversity groups who are not well represented at the Fair, as well as working on mechanisms to get feedback from these populations. We will use this feedback to identify things that people find appealing and those that might be hindering our efforts to have a more diverse attendance. The task force has had some attrition and welcomes new folks to join. We want to call out to those wanting to serve on the Diversity Task Force to submit their letters to the Board so that we can move forward with our work.

Elders Committee: Peggy said the WOW Hall Historic Maples are endangered again. Let the WOW board know you want them tested using sonic tomography. Late Night shuttle looks to be welcomed with 46 persons expressing interest. Many have now registered and paid, so it is a go. Thank you Jerry Joffe. Geezer has six drivers signed up. Reviewing whether it is cost effective to purchase one when considering storage, battery maintenance and replacement, mechanical breakdown, delivery fees. Still Living Room needs volunteers. Bonnie, the current lead of this project just had hip surgery and we need someone to manage this year. The Passport Scavenger Hunt was discussed and it is felt it is a perfect fit for the Still Living Room but

not this year due to limited resources. There is a possible expansion this year into the Love Lounge. Memorial Project, contact has been made with artist Rogene Manas who is volunteering to be part of this subcommittee. It was suggested to plug into the Fiftieth Anniversary Task Force and combine efforts. On the Candidates Forum, we may lose the videographer who has provided his own equipment and professional skills. We believe he should be compensated with a pass for the Fair. Next Elders meeting will be the annual potluck at Kay's on June 22, 6 pm; potluck to precede the meeting.

Member Input

Mary: I want to thank the Board for their vote last month. I have a statement approved by those who were in attendance last month. "What is OCF's process for accountability when Fair members misbehave and treat others without the respect called for in the Guidelines? How can we make sure we keep our spaces safe? I bring this up because after last month's meeting, a number of our honored guests, mostly women, were followed out into the parking lot and also accosted in the hallway. They felt harassed and intimidated by Fair members. I want to see the Fair address this situation."

Michael: The following is my opinion after the April 3, 2017, Board meeting. Anybody on this Board for any part of the last eight years except the 2016 first term electives should be ashamed. This Board at that meeting showed blatant disrespect for their employees and the trusted volunteers who serve as Backup Managers when they voted in a manner to disallow fireworks with no real legitimate reasoning other than the Guidelines. The Guidelines themselves state that they exist to help us protect the health and safety of all. They are not the rule, nor are they the law. I assumed the Guidelines meant no illegal fireworks, not the ones bought by the Fair, permitted by Lane County and shot off under the supervision of a licensed pyrotechnician because eight years ago it was determined to be the safest and most rewarding way to handle the Fourth of July. The problem was and is the Board of Directors approved the fireworks since they became organized and safe, but failed to do their job at the time by changing the Guidelines to reflect management's decision to make fireworks organized and safe. The words written as Guidelines are meant to help. They are not rule or laws. I would hope the Guidelines at the Board level would be considered as a help not a hindrance, as a tool not a rule. As I read the Guidelines, it is okay to go totally nude during public hours. I also read that I can leave all my belongings onsite until August 31. In accordance with the Guidelines, I wonder what the Fair has done to improve our lands and what ecological standards does the Board recognize and use to steward our lands. Certainly not the ones that the original stewards of the land, the American Indians, used. The Indians would have never permitted their waterways to become obstructed to the point where land damage occurs. You put so much strength in these Guidelines. Maybe you should read them and adhere to them. I am on the Dust committee and it is mandated that the fields be seeded every year and they are not. I want to bring up to the Board that maybe the Guidelines should be taken with a grain of salt. Maybe you should listen to your management team and BUMs. It is not the Board's job to tell the people they hire how to do their job.

Martha: It is never too soon to declare you are running for next term's Board.

Codi: I want to give a big thank for this last weekend. There were doing a lot of people out doing the heavy work to get the Fair up and running. It was nice to see people sharing their vehicles and working together so well. Site Crew was amazing.

Donations/Secretary Report

Randy: There are no donations in June or July, so we are taking a break in our philanthropy. I do want to speak to the recordings of the Board meetings that have now moved to the YouTube Streaming. We have had a sea change in the way we get the Board meetings out to the Fair family. In this change, I wanted to put it out there that if there were any feelings hurt or if anyone was put off through that change, I sincerely apologize. I know that everyone had good intentions. We've finally come up with a very simple process to

get these proceedings online. There was a tremendous amount of work done by Jamie Chamoulos and Paxton Hoag and special thanks goes to them for their efforts. Also thanks to the members of the Internet Meeting Team who have been present since we began this experiment a year and a half ago.

Treasurers' Report/Budget Items

Lynda: The Pivot cost analysis is \$10,000 and is coming out of the designated funds from the General Manager budget. The second update is around reconciliation on the new budget. We've changed our process to having Quickbooks being where the up-to-date budget exists, there are Budget Committee spreadsheets for alignment for food vouchers, t-shirts and passes, and the Inventory spreadsheets are used for historical reconciliation that Grumpy continues to maintain. Hilary, Grumpy and I did a reconciliation and we had a small amount of discrepancies. The comparison of all three sets of data gives a good set of checks and balances.

Hilary: The reconciliation was satisfying. I met with Crystalyn, Shane and norma, and looked over preferences for these bank accounts. The insured balance moving from \$100,000 to \$250,000 helped us out a lot. The balance sheet looks complicated due to the amount of the checking accounts. We are recording all the restrictions on the balance sheet. We designate the Community Center, Peach Power and the Green Ticket money all separately. Before sending the information to the accountant, we reconcile from all these sources. We can send the Quickbooks reports to the Board. What is different is we include Capital Projects, depreciation and endowment earnings. We have almost \$450,000 in the endowment of which half is in CDs and about half in the Oregon Community Foundation. We've been spending out of the endowment money that isn't necessarily the earnings it's been generating because of the interest rates falling. The recovery of the stock market following 2008 has seen the money in Oregon Community Foundation really rebound. At this point they will continue to send us the earnings, if we don't take the earnings, they put it back into our balance. We've notified them we want to get those funds sent to us. It is about \$11,000 this year and will continue with a similar amount. We have about \$275,000 in the Oregon Community Foundation right now. The endowment is generating money that we give away and that is satisfying. As we move toward the event, the money is going to start moving around really quickly. As ever, we are so lucky with the staff and volunteers that we have who are so heavily involved with the cash flows. Thank you for everyone's efforts. We have some budget adjustments from Crystalyn and Stephanie.

Jon: On the endowment, we are taking one-hundred percent of the earnings?

Hilary: No, they determine what is sent and it is about seventy-five percent of the earnings. It is a calculation that they make.

Jon: Are we taking everything that they are willing to give out of the endowment?

Hilary: This is the first time since 2007 that we've said, please send us the money.

Jon: In the past we've added that to the endowment, or not taken it?

Hilary: About four years ago, they offered money and we did not take it. We have about \$50,000 of earnings, but have a small window to take the current year earnings.

Jon: I guess what I am coming to, is do we have a plan to grow the endowment?

Hilary: That is a good topic for the Board retreat or work session. It is a valid question.

Crystalyn: Shane and I are requesting that we add \$1,080 to the GM telephone line item. We get \$90 towards our cell phones and we believe that Shelly should receive the same due to the amount she is using her personal cell phone for Fair business.

Indigo moved and LT seconded to add \$1,080 to the GM telephone line item.

Jon: Is there any consideration of purchasing cell phones for work use is an option?

Crystalyn: Hilary and I talked about that and we'll be looking into that this fall.

Motion passed: 10-0.

Crystalyn: We are asking for a budget adjustment from Capital Projects for the Main Stage proscenium. Earlier, information had the rental of a box truss proscenium at about \$2,500. After the Capital Project passed, the cost came back at \$6,800, which was negotiated down to \$4,000. We need some money in the same project for artwork to dress up the metal truss. We are asking to increase the Capital Project from \$3,500 to \$5,000.

Indigo moved and Lucy seconded to increase the Capital Project budget for the Main Stage proscenium from \$3,500 to \$5,000.

Motion passed: 10-0.

Crystalyn: When Hilary, norma, Shane and I looked at all our bank accounts, there is still a bank account called "kitchen" which was used in the past for the kitchen to buy food. We want to change this account to a Staff checking account. It would operate similar to the QM checking account with a \$500 limit and requiring one signer. It would be the checks Shane and I use and would create more consistency in check numbers.

Casey moved and Sue seconded to create the Staff checking account at Key Bank on account ending in "907" to be used by Crystalyn Autuchovich, Shane Harvey, Stephanie Talbott, norma Sax, Hilary Anthony, Jack Makarchek and Lynda Gingerich.

Casey: Does this change the Kitchen's functionality?

Hilary: No, they have not used this account in many years.

Motion passed: 10-0.

Stephanie: I am asking for a \$1,400 increase in the "AA office supply budget." This will cover networking on Quickbooks for norma and I, so that when she is not there on Tuesdays and Wednesdays, I can cut checks. I got a reduced price Quickbooks license through TechSoup in utilizing our nonprofit status. We are also working with NetCorp, that provides technical help for nonprofits. The Fair Family News needs another Creative Suite license. This is a \$245 subscription.

Indigo moved and Lucy seconded to increase the AA office supply budget line item by \$1,400.

Martha: Are the Quickbook licenses one year or perpetual?

Stephanie: Most of our licenses are on subscription, as is this one. We are continuing to find ways to bring down the costs.

Casey: On the Creative Suites subscription, is it the only way to purchase those products?

Stephanie: It is the only way now to purchase the subscription, and this one is also at reduced price.

Jon: I understand that you used your TechSoup allocation for this year, is that true?

Stephanie: Yes, we only qualify to buy one accounting product per year.

Jon: I understand, you already used it.

Motion passed: 10-0.

Old Business

Indigo: In addition to the announcement I made earlier I have a motion.

Indigo moved and Sue seconded to compose a letter this month, to send to the Siletz and Grand Ronde tribes requesting them to receive us, the Board of the Oregon Country Fair, at a location of their convenience sometime after July with the intention to create greater understanding and to foster better relations with first nation people.

Laurel: I am so proud of the Board and hope you move forward with this conversation. It will make us better members of our own and the greater community.

Motion passed: 10-0.

Indigo: It is my intent to work on the writing of this letter with Jon and have Jack our president sign it.

Jon moved and Sue seconded that the Board create a task force to assess the adequacy of our current office to meet our in-town office needs, evaluate options including but not limited to renovation of our current office and location, and make actionable recommendations to the Board of Directors by the Board's annual retreat. Interested persons are invited to submit letters of interest to the Board. The Board will appoint the task force at the August Board meeting.

Sam: There has been some discussion on homeless people and treating them with dignity on social media. I want to encourage the potential task force to be careful and cautious on the discussion of that piece of the discussion.

Joseph: I appreciate the charge of the task force and encourage the office to stay in the Whiteaker neighborhood.

Tom: What are the reasons for keeping it in the Whiteaker?

Indigo: We have outgrown our office, having our staff on split levels is not conducive to team building and working together. Wherever we find this location, we'll look for a place that meets our meeting needs, employee office needs, and meets our location and transportation needs.

Justin: Thank you, Indigo. The office has served us well for 20 years. It is, however, challenging organizationally and operationally.

Motion passed: 10-0.

Sue moved Casey seconded to approve the minutes of the May Board meeting.

Mary: There was a misspelling of one of the speakers, it is Misa Joo.

Motion passed: 10-0.

Lucy moved and LT seconded to appointment Morgan Self and Jennifer Turner as 4A coordinators.

Codi: Traffic works with 4A a lot and we really appreciate the help Jennifer has been for us.

Justin: I really appreciate the transfer of knowledge from Midge and Jennifer and to Morgan. I appreciate your approach and the love you bring to this transition.

Motion passed: 10-0.

Indigo: I think it would be really appropriate to take a moment of silence to honor the two men killed in the tragedy in Portland.

Moment of silence.

No President's Peace, Jack absent.

Draft Agenda for July's Board meeting

Starting in 2019 the Oregon Country Fair public spaces, with the exception of designated areas in parking lots, will be tobacco-free from noon Thursday to 1 pm Monday. (Sue)