

Attendance: Jim Sahr, Sue Theolass, James Nason, Kim Allen, Vince LaRochelle, Diane McWhorter, Ken Kirby, Cathy Coulson-Keegan by Go-To-Meeting Scribe: Diane McWhorter

Other Participants: Adam Budd, Justin Honea by Go-To-Meeting, Crystalyn could not attend.

Introductions and Announcements: The Annual Meeting will take place October 19th Vote!

Agenda Approval: ***Motion: Approve the agenda (Jim/Sue) 6-0-0

Minutes Approval: ***Motion: Approve the minutes of Sept. 11 (Diane/Sue) 6-0-0

Board Liaison Report: Justin reported that a Work Group convened to work on Committee Best Practices with eight people in attendance. They will be setting up a survey for committee members to take. The Board will work on a Strategic Plan and will be setting up worksessions for member participation on several topics (to be determined.) They will take place on the 3rd Monday of the month except for January. He is still working on a post-Fair report and will send it when it is completed.

Permanent Placement: There were three applications but one does not qualify as they did not participate in a recent jury. Booth availability is not high, as there were few Leaves of Absence in 2019 and that skews the expectation for 2020. Erosion on Upper River Loop is still a factor that will need boothspace to solve, and the future developments on E. 13th are not yet determined. Most crafters who wanted space in 2019 were accommodated. Booths with sufficient camping are fewer, but designing more camping for booths is a capital projects goal. Keeping the maximum amount of one-year-only space serves new crafters well.

Discussion determined that the group favored awarding one permanent space for 2020.

***Motion: Award a permanent booth to Tuli Fisher for 2020 (Diane/James) 10-0-0 (Decision pending management approval.)

Diane will notify all three crafters with the form letters revised from last year's versions of the letters used, after checking in with Management.

Old Business: Previously discussed Guideline Changes: #61: Craft Inventory ...Before or after hours the Fair is open to the public, sale of handmade or handcrafted items is allowed inside booths so long as the person or persons who made them are present at the Fair with a valid wristband or pass.

Suggested change: Before or after public hours, sale of handcrafted goods is allowed in craft booths by the maker, as long as they are present with a valid wristband.

***Motion: Approve the suggested language for the change in Guideline #61 (Ken/Jim) 8-0-0

63: Youth Crafters: Existing guideline... "We encourage you to list youth crafters on your Craft Inventory record. Youth who will be 19 at the time of the Fair must jury their crafts. They will jury as returning craftspersons if they were listed as active crafters (actually selling their crafts each day) for two of the previous four years."...

Suggested change: Booth Reps are expected to inform the Craft Inventory Pathwalkers if there are any youth crafters participating in your booth. Youth who will be 19 years old at the time of the Fair must jury their crafts. They will receive the benefit of a lower acceptance score threshold if they were listed by Craft Inventory as active crafters (actually selling their crafts each day) for two of the previous four years. Applicants who wish to receive this benefit must indicate that they are active crafters in the appropriate place on their application materials. This benefit is only available through the application cycles in which the youth crafter will be either 18 or 19 years old at the time of the Fair.

Discussion: This clarifies the situation for those concerned, identifying the specific conditions they need to meet.

***Motion: Accept the new language for Guideline #63 (Sue/Ken) 8-0-0

80: Menu: Each year returning vendors are required to fill out a “Blue Sheet” that lists all approved menu items and allergens used in the booth. Any changes to your menu must be approved by the Food Committee. All new menu items need to be juried in by the Food Committee at their last meeting in May. Food vendors at the Fair are required to make a significant contribution to the menu items they serve. Prepare as many items as possible from scratch. Some element of your principle items must be made from scratch. Mere assembly does not constitute a significant contribution. We encourage you to use fresh ingredients, sourced locally, and organic whenever possible. No craft item (e.g., t-shirts) may be sold during public hours.

Suggested change: Add: No craft items may be sold in food booths during public hours or after hours. Food booths can not be used for after-hours craft sales.

***Motion: Approve the change to #80 (Ken/James) 8-0-0 (Provisionally with Food committee approval.)

Before making this suggested change, Sue will consult with Food Committee. This does not refer to any other type of entity such as Spoken Word, Commemorative Sales, etc., which are governed by management contracts.

New Business: Guideline Changes: 65: Existing Guideline: Booth Representatives: The Oregon Country Fair owns the booth spaces at the Fair. The OCF requires each craft and food booth to have a booth representative who is an approved vendor at the Fair and uses a vendor wristband. Booth spaces and booth representative status may be transferred according to these Guidelines, but cannot be sold or traded for compensation. The OCF reserves the right, when necessary, to appoint booth representatives, to reject the transfer of booth representative status, or to revoke booth representative status.

The booth representative may delegate specific responsibilities to other booth members by e-mailing Booth Registration at boothreg@oregoncountryfair.org and indicating which booth members are authorized to do which tasks. If there is not sufficient time to e-mail Registration in advance, the booth representative should provide the delegated booth member with a note of authorization.

The booth representative is the contact person between the booth and the rest of the Fair organization. It is the booth representative’s responsibility to see that all booth members read and comply with these Guidelines. The Oregon Country Fair can revoke booth representative status and/or approved vendor status for violations of the Guidelines. Please feel free to make copies to distribute to booth members. Additional copies of the Guidelines are also available from the OCF office, on site, and at oregoncountryfair.net.

Suggested changes: Add sentence: By July 2021 Booth Representatives shall have on file a temporary Emergency Plan in the form of a Secondary Booth Rep who can fulfill the duties of the Booth Rep in the event they are not able to attend due to an emergency. Full contact information must be supplied. If no such person is available, another emergency contact person may be named. This does not constitute a permanent Booth Rep transfer.

Discussion: Some of the initially suggested language was taken out to make the requirement simpler, so more people may comply. The Emergency Plan would make it easier for Registration and Craft Inventory to proceed in the case of a crisis or short timing. It supports crafter rights to set things up in advance for their wishes to be honored, particularly in a time of stress when they might have difficulty making decisions. Food Booths already have this regulation. The committee was not ready to approve this change without further discussion. This and the remaining proposals will be discussed at the next meeting.

Craft Demo: The program this year was seen as very successful and enjoyed by the public and participants. People were very grateful for George Braddock and The Ritz for their support, as well as the participating crafters for their time and efforts. All participants were Fair family but not necessarily juried crafters. The group who set it up is interested in making it a continuing activity. Path Planning recommended it should continue but might be improved by arranging for only juried crafters, with nearby booths, to make it work a little better for them so they could volunteer without impacting their sales.

Next meeting November 13, 2019 5:30 pm