

**Board of Directors Meeting**  
**February 3, 2020**  
**7 pm, Northwest Youth Corps, Columbia Room**  
*(subject to approval by the Board at the March 2, 2020, meeting)*

**Board Directors present:** Aaron Kenton, Cynthia “Peaches” Peachey, George Braddock (Vice President 1), Jack Makarchek (President, alternate), Lily Harmon-Gross, (Vice President 2), Lisa Cooley, Lisa Parker, Palmer Parker (alternate) Paxton Hoag, Sandra Bauer, and Sue Theolass. **Board Officers present:** Laurie “Heidi” Doscher, Hilary Anthony, and Kimberly “Kimmo” Howard. **Staff present:** Shane Harvey, Stephanie Talbott, and Wally Bomgaars; plus 15 members and guests. Sam Rutledge facilitated the meeting. **Board Directors absent:** Spirit Leatherwood, so Jack voted in her stead.

This Board of Directors meeting is being videotaped and will be available to the Fair family on the OCF YouTube channel for those wanting to watch the proceedings here tonight. To get links for this and all Board meetings, go to the Board section of oregoncountryfair.net and click on “Sign up to receive videos of monthly Board meetings.” Please note, Board meetings held at the OCF site are not live-streamed due to intermittent access to the internet. Thank you, Sean Bonsell, for recording the meeting.

The following items were tabled from old business:

Closed session recording and minutes — Aaron

OCF Smoking Policy — Sue

Safety requirements for OCF vehicles — George

Restructuring Board giving and philanthropy — Lily

OCF membership database — Aaron

Regarding closed session recording and minutes, Aaron said she will be posting some information on the oregoncountryfair.net site under “Board of Directors Working Documents.”

Lily said in an effort to get more input from membership regarding Board giving and philanthropy, a survey is being created and will be available in the near future on the oregoncountryfair.net site. It will also be announced on Facebook when the survey is ready.

**New Business (video 4:14)**

Appoint Britania Pousson-Nicastro to the Diversity Committee — Lisa P.

Allow grievance item to proceed — Sue

**Announcements (video 5:36)**

Sue announced the Kareng Fund will host an Art Bingo benefit on Sunday, February 23, from 4 pm to 7 pm at Gratitude Brewing, 540 East Eighth Ave. in Eugene. The Kareng Fund is a nonprofit emergency relief fund to help self-employed artisans experiencing a serious career threatening crisis.

Peaches said Committee Best Practices will host an open house on Sunday, March 1, from noon to 3 pm, at the LCC Longhouse, 400 East 30th Ave., Eugene. Join the discussion for a committee best practices manual, and bring a potluck snack or finger food to share. Please RSVP to [peachey.cynthia@gmail.com](mailto:peachey.cynthia@gmail.com).

Peaches said she is also taking letters of interest from people who want to volunteer to be a committee scribe and takes notes at meetings. Please contact Peaches via email at [peachey.cynthia@gmail.com](mailto:peachey.cynthia@gmail.com).

Fire Weenie said he went to Salem on Feb. 4 to protest the Jordan Cove pipeline project.

Yah Mon Pete said his birthday party raised \$500 for WomenSpace.

Lily said she created a Facebook page called OCF Booth Family for people affiliated with booths. She hopes it will be a discussion board and place to meet online.

Lily said the Board Work Sessions will be held the third Monday of every month, and a calendar of topics has been proposed. NAO will be discussed in February, bylaws and elections in March, winery property in April, and creating a safe and inclusive Fair in May. The work sessions start at 7 pm at Northwest Youth Corps' Columbia Room. The plan is to record the work sessions for viewing online by those not able to attend in person.

Amy said Willy Breninghouse of Recycling Crew passed away. He was avid about recycling, and regularly worked at Saturday Market, OCF, Lane County Fair, and Cuthbert Amphitheater. Jen-Lin said there is a gofundme campaign for his end-of-life costs.

Peaches said Craig Schultze of Quartermaster passed away.

George said he lost his sister to lung cancer.

Jon P. said Eugene community activist and photographer John Bauguess passed away.

### **Staff Reports (video 15:05)**

**Staff Reports:** Stephanie said Veneta's city administrator, Ric Ingham, is retiring. Fair management had lunch with his replacement, Matt Michel, along with the city Community Development Manager, Evan MacKenzie. We look forward to continuing our relationship with them.

Fair Staff gave congratulations to Breeze Powell-Spivey for being the first coordinator to go through the interim coordinator appointment process. Breeze helps coordinate the Xavanadu Area Movement program.

Now that the Board is no longer appointing coordinators, there have been some questions about how someone becomes a coordinator. There is a vetting process that will be published in the Fair Family News.

OCF 2020 event discounted ticket pre-sales will begin March 13 through April 13 with TicketsWest. The discount is \$10 on a three-day pass. Encourage your friends to shop early! As a reminder, children 12 and under will be admitted for free beginning this year.

There was an OCF Membership Database town hall meeting on Wednesday, February 5. For more information on the Fair database project, please email [database@oregoncountryfair.org](mailto:database@oregoncountryfair.org).

The oregoncountryfair.net website will be getting a fresh, new look as of February 14. There will be a way to provide feedback. The old .net site information will still be available for a while to ensure people have access to the tools they need.

The Fair IT Team will continue expansion of wifi throughout the Eight for booth participants. The expansion is an ongoing project that will continue each year, based on the extent of what the volunteers can accomplish.

The Budget Committee will be meeting to review capital project requests that will be considered for approval at the March 2 Board meeting.

Shane said the road vacation process has moved forward for Aero and Chickadee Roads. Lane County will be checking the roads, and a commissioners meeting on February 25 will determine if it is acceptable.

Work on the new Far Side road has started, but there is a delay due to needing our archaeologist before we begin digging.

The first flood of the season crested at 11 ½ feet, and then receded quickly. Please let the Fair onsite staff know if you come out to canoe, for safety reasons. The kiosk at The Hub has some paperwork where we ask folks to sign in and provide a phone number, and sign out when they leave.

Steph thanked James Bateman for his work on the reissue of anniversary commemorative sales items.

**Wally's report:** The days are getting longer and we are getting into our stride for Fair 2020. We continue to grow and evolve as a community with some exciting things in the works for our future.

We are close to signing a contract to work with Marc Smiley from Solid Ground Consulting (the same organization that helped with the ED search) to work with the Board and the ED on a Cultural Compact and a Strategic Plan.

I'm still working on bids for grading and laying gravel behind the office building to make room for more parking, and to open up the wall between the front room and the copy room in the office to have more room for meetings. The copy room is currently underutilized.

Lily and I are moving forward with putting together the Behavior Standards work group.

The Caretaker hiring is in process.

The Office Search is waiting on new properties to go on the market, though we may revisit some we've seen before.

I'm looking forward to the upcoming Board work sessions and related work.

The 2020 budgets are complete! Capital Projects are next.

I've been working on contracts and other legal matters, and attending a lot of meetings with committees, crews, groups, and other individuals.

Personal note: Sugar is moving to Eugene full time and in with me. I was happy to be invited by Charlie Ruff to help cook for the Oregon Truffle Festival! The abundance of Oregon's mushroom culture is such a gift!

Aaron asked to clarify the coordinator appointment process, and wanted to reiterate it is an interim process for Staff to appoint coordinators. She said the CRG (Coordinator Resource Group) is creating a coordinator appointment process for review.

*Note the motions previously passed by the Board regarding appointment of coordinators: October 2018 - Jon S. moved and Paxton seconded to approve codification of coordinator appointments and dismissals:*

*1) The Board accepts the NAO consultant Mary Miller's recommendations under #10 of her Final Report dated September 2018 concerning coordinators as a starting point for change and directs*

*Operations to work with coordinators to refine and implement the recommendations with the objective of forming the proposed Coordinator Resource Groups no later than January 31, 2019.*

*2) The Board transfers coordinator appointment approval and dismissal authority to the management team effective no later than March 31, 2019, or when an Executive Director is hired — whichever comes first.*

*March 2019 - Amended motion as moved by Spirit and seconded by Aaron: In effort for a collaborative process in shaping policy and/or implementing bylaw changes, the Board directs the Management team, or members thereof, to work with the Coordinator Resource Group (CRG) to develop and recommend Coordinator Policies and Procedures (CPPs), including but not limited to:*

*1. Define the basic roles, responsibilities, and scope of authority for Coordinators in managing their crews.*

*2. Explore and refine the Coordinator appointment and dismissal process.*

*3. Recommend a protocol for dealing with issues, including the potential for progressive disciplinary action that may result in verbal/written warnings, probation, suspension and/or dismissal from the coordinator position.*

*4. Determine a mechanism to both present expectations to and conduct evaluations of Coordinators.*

*For a full review of the NAO report, please visit [oregoncountryfair.net](http://oregoncountryfair.net), and click on the links under Reports from our Nonprofit Consultant: First Report to the Board — September 2018 and second Report to the Board — December 2018. In the first report, the Coordinator recommendations begin on page 10.*

(Note: To clarify how the interim coordinator appointment process works, the OCF management team submitted a written response that was not part of the actual BoD meeting.)

We (the management team) have created an interim process for the appointment of coordinators. We look forward to working with the Coordinator Resource Group (CRG) and all other interested coordinators on this subject.

The interim process is: In taking on the role of being a coordinator for the Oregon Country Fair, people are taking on significantly increased responsibility, and at times their actions could have legal repercussions for the organization. Coordinators are also taking on significant financial responsibility for OCF resources and budgets. For that reason, it is important that we have a process for making sure we work together to find the right people for the roles.

Nominations: A current or exiting coordinator sends a letter or email to the Operations Manager (OM) nominating the new coordinator for their crew with info about why they are a good fit. All efforts will be made to honor the processes that individual crews have developed to choose their new coordinators.

The nominee will also send a letter or email introducing themselves, highlighting their qualifications/experiences and indicating they are willing to take on the responsibilities of being a coordinator.

The OM will then discuss with the rest of management team.

A member of the management team will reach out to the current coordinators, the potential new coordinator, and coordinators of other crews. This process may be more extensive in some cases, especially if this is someone who is new to the family.

Assuming all is good, the OM will email the current and new coordinators and let them know. The OM will also announce the appointment at the following BoD meeting.

If there are concerns, those concerns will be discussed with the potential new coordinator(s) and they can hopefully be addressed. If the concerns are severe or cannot be addressed, then the OM will let the person know that the Fair would not be moving forward at that time and why.

Initial appointments will be provisional through the following event. Those appointments will still have the same roles, responsibilities, and budgetary increases. In autumn following their first event, management will meet with new coordinators to discuss how things went. If there are concerns, provisional appointment may be extended for an additional event season.

As part of this initial review, the management team will seek feedback from crew members and other coordinators regarding the new appointees' performance.

If there are concerns, then those concerns will be discussed with potential new coordinator(s) and they can hopefully be addressed. If the concerns are severe or cannot be addressed, then the OM will let the person know that the Fair would not be moving forward at that time and why.

Some things we would like to develop ASAP:

1) Ideally, we would receive feedback from crew members about potential new coordinators. Right now, we do not have a way to get that. We hope that with provisional appointments, if concerns come up then crew members would have opportunities during event season to reach out to their Back Up Manager(s) aka BUMs.

2) Work with CRG and coordinators to develop a manual for coordinators (budget process, Virtual Sticker Booth, inventory protocols, meeting schedule, deadlines, responsibilities to the organization, volunteer injury claims process, etc).

3) Work with CRG and coordinators to develop an onboarding program. We hope this includes some training (CPR/First Aid, Human Intervention Training, etc).

4) Work with CRG and coordinators to develop job descriptions, first a general one that applies to all coordinators (or groups within the Fair such as Entertainment, Security, etc.) and then eventually develop more crew specific ones.

### **Committee and Working Group Reports (*video 26:27*)**

**LUMP (Land Use Management Plan):** Our Request for Qualifications for the greywater recycling project was answered by a firm with a new Portland office that sent engineers down for a walk through with Dennis, Shane, Paxton, and Jack Detweiler, who's been consulting with us. They had some good ideas, and we'll probably be working with them.

We discussed outreach to colleges that should be using the Fair for their science projects and for rural emergency preparedness, and how LUMP can help with the Carbon Neutral Proposal. The next LUMP meeting will be March 10 at 6 pm at the Fair Office.

**Path Planning:** Community Village presented a request for space and a new structure to house a LGBTQ+ BIPOC friendly zone called Rainbow Connection in Xavanadu. The intent is to make it a reality for the 2020 Fair.

The smoking subcommittee report was accepted, for addition to the 2020 work plan. Reports were also accepted from cultural resources, Upper River Loop, and path repair subcommittees. The current work plan includes studying possible actions to mitigate areas lost due to erosion at Upper River Loop. The next meeting will be at noon on March 15 on site at Alice's.

**KOCF:** The KOCF Advisory Group met on Jan. 28. This group discusses and provides guidance on a variety of topics. We received a Development Group report, Programming Group Report, Financial and Budget updates, Engineering and new transmitter site updates. Last Tuesday we found out that Crystalyn has been designated as staff representative for the Advisory Group. We had a discussion about our relationship with Elmira High School and that it has been awhile since we have met with the principal and staff to confirm our commitments and relationship, which we plan to remedy in the next month or so.

We also discussed our financial condition. Our current bank balance is approximately \$15,500, nearly enough to complete the transmitter project. Given our current cash flow, Dean believes we'll have enough to complete the project by its conclusion. However, given that it has taken nearly five years to develop this cash reserve, we are concerned that emptying our reserve could put us in a difficult place if we should experience a technical problem requiring money to solve. Because of this, we have submitted an application for a capital project proposal. We are asking for \$8,415 — half of the estimated costs for project completion. We urge the capital project budget committee to support our request. The completion of this transmitter move will allow our voice to be heard throughout the lower Willamette Valley and give the Oregon Country Fair greater access to its local community.

Finally, we discussed our need for a studio. KOCF has no physical location other than our 7-foot-tall and 20-by-30-inch-wide equipment rack at the Lane Fire Authority building in downtown Veneta. Currently we have no place to do studio interviews, have a physical music library, or to do live music programs other than a remote broadcast, which is time consuming to set up and take down. We don't have a location to put a phone. We don't have a place to put a file cabinet. We don't have a reception location to do a ticket give away, have administrative support and a public face. We plan to create a multifaceted proposal to begin the search for office/studio space that will have very little or no overhead to the station.

**Diversity Committee:** The next meeting is Monday, Feb. 24, at 6 pm, at the Fair Office. The committee is pursuing two consultants for a spring learning opportunity (probably last weekend in April 2020) and pre-Fair event: Dr. Johnny Lake and Gilda Montenegro-Fix. The two consultants are working together for a combined proposal, which the committee hopes to present to the Board in March for funding.

The Diversity Committee still welcomes folks who want to participate.

**Personnel Policies Procedure Committee:** The committee is diligently working to update the personnel policy manual.

**Food Committee:** A recent food town hall meeting included reps from about 17 booths in addition to the committee members. They discussed non-public hours for food, and creating a buying club to save money on quality ingredients.

Sue wanted to personally thank Dave Wagenheim, Dan Mix, and Caitlyn Roberts, who have been attending the meetings and helping immensely.

**Bylaws:** The committee is reviewing recent changes to Oregon nonprofit regulations, and how they will affect OCF. The plan is to consult with an attorney.

**Member Input (*video 40:10*)**

Fire Weenie wanted to speak to the proposed smoking ban, and said prohibitions do not work.

Craig Smith said he feels like Fair family is starting to communicate better and appreciates the efforts being made. Even though we have had controversy, the 50th event was the best ever and came off so well. In the long run, that is what we are about. We can communicate more respectfully and change the adversarial culture of social media.

Jon P. asked if the written agenda for Board meetings could be posted in a place where it can be better seen by the audience.

### **Treasurer Report and Budget Items (*video 44:10*)**

Hilary said there are no budget items for this meeting. She thanked the Board for reviewing the budget paperwork and passing the operating budget at the Jan. 27 meeting. She also thanked the Budget Committee and Staff for their hard work. Capital projects will be presented for approval at the March 2 Board meeting.

### **Old Business (*video 45:10*)**

**Peaches moved and Palmer seconded to approve the January 6, 2020, meeting minutes.**

Kimmo said she received two correction requests: 1) in announcements, OCAN has helped free 12 asylum seekers from ICE detention and 2) in old business, Jon P. said there is no smoking in some state parks, and many festivals.

Amy appreciated the timestamp notation for different parts of where to find the discussions in the video for the minutes summary.

**Motion passed: 10-0.**

**Peaches moved and Lily seconded to approve \$8,925 from the Green Ticket fund to be used to enter into the submitted partnership agreement with Portland State University Institute for Sustainable Solutions Foundation, for the development of a carbon neutrality plan and carbon footprint mapping. (*video 47:07*)**

COMMENTS: Jon S. asked if it was a sole source agreement, or if they solicited other proposals. Peaches said they looked into the University of Oregon, but it was not able to provide a program that would meet our needs. Jon S. said a larger issue is how the Fair conducts its finances and enters into contracts. There should be a process for soliciting multiple proposals from others we may not know about. That said, he is in support of this motion.

Hilary agreed with some of Jon S.' comments, and thought there was a past motion that contracts over \$5,000 needed to get competitive bids. In her conversations with Peaches, her view is that it is not a contract but a memo of understanding. Hilary would like there to be more of a contractual agreement with business-like terms, in order to protect both parties. While she has some objections, she hopes this will be a meaningful contribution for OCF and other festivals reaching carbon neutrality.

Jon P. agrees with the general principles Jon S. and Hilary mentioned. Not every engagement needs to have a formalized bidding process, but at the very least some documentation of the search. Regarding the objective, he heard a report on NPR about cities in Germany reaching their carbon neutrality goals, and thinks we should check it out.

Dean asked if there has been thought to releasing the findings report through Spoken Word at the Fair event, and to be available to other festivals who might want to review it.

Craig said we need to start with education. There is nobody else that does this kind of work without paying an awful lot of money. This agreement allows them to provide things to us that we are not paying for, and they will do the work. We hope we will have a rough idea of our carbon footprint by the event, and we can certainly talk about it at the event. By gathering the needed data, we can develop cost-effective strategies to reduce our carbon footprint.

Palmer agrees Requests For Proposals and contracts are good practice. He asked if we are committed to an outcome, and questioned a \$425 management fee included in the total.

Lily supported the motion, said it was innovative, and she is proud to be part of an organization taking this step. In addition to the education for us about becoming carbon neutral, we are paying back into another educational system and giving students opportunities to learn and grow.

Aaron supports it a hundred percent. She feels we can trust our higher education, and the offer to help us. She does not foresee bad things happening, and said sometimes we worry too much about trust.

Paxton likes being on the cutting edge of technology, and noted the math part of how much carbon we use is tough to figure out. We have so many variables with our event and people coming from far away, and we need help with this project.

**Motion passed: 10-0.**

**Lily moved and Sue seconded to approve the proposed 2020 Guideline changes, except the proposed change to Guideline 13 regarding smoking. (video 1:02:43)**

COMMENTS: Jon S. was pleased to see a guideline change for active displaced crafters, and thinks it's trying to address the unfairness a lot of those folks have experienced over the years. He said this is long overdue, and a small step toward rectifying this situation.

Aaron requested to also separate from the motion proposed change to Guideline 69 regarding passes for cart and booth participants.

**Lily said she was surprised there was not more member input to the proposed change to Guideline 70 regarding booth changes, and offered a friendly amendment to review each proposed guideline change. Sue agreed.**

**As amended, Lily moved and Sue seconded to approve the proposed change to Guideline 80 regarding selling craft items in food booths. (video 1:05:14)**

*Proposed revision: No craft items may be sold in food booths during public hours or after-hours. Food booths cannot be used for after-hours craft sales.*

COMMENTS: Stephanie said some food booths are nonprofit, who may sell T-shirts as part of their fundraising.

Sandra said the Board received feedback on the proposed guideline changes from people it would affect, and feels they were not given enough time to review. She said it would be appropriate to refer the proposed guideline changes back to the respective committees for vetting.

Peaches wondered why this motion was necessary, and if there has been a problem.

Palmer noted the proposed change was brought by the Craft Committee, and submission of the change was approved by the Food Committee.

Sue said she has received feedback from food booths who are in favor of the change.



Paxton wasn't sure if this change was needed, and said setting up an item to sell in front of a food booth is different than inside. He asked if this was solving a particular problem. He was curious if that was part of county food safety regulations.

Sue said it was not due to a safety regulation, but was intended to keep food and crafts separate.

Peaches said she was trying to determine what problem this was fixing.

Jack asked to clarify if the Craft or Food Committee submitted the change request.

Sue said the Food Committee agreed with the proposed change from the Craft Committee, and asked Diane of the Craft Committee to comment.

Diane is the scribe for the Craft Committee, and said they have been working on improvements to the craft policies for five years. She said there are issues with non-handcrafted items being sold after-hours. Crafters cannot sell food items in their booths, and it seems logical that food booths should not sell crafts.

Aaron questioned what this proposed guideline change was actually helping.

Lisa asked if this would preclude a nonprofit booth from selling fundraising merchandise after-hours.

Diane said the current guideline allows only hand-crafted items sold after-hours. An issue is that there is no enforcement body. Things are being sold after-hours that are not approved, and in many unapproved locations.

Lily said this motion clarifies that a food booth that has a restaurant in town that sells T-shirts, will not be able to sell their T-shirts at Fair since it is commercially made. This proposed change is not addressing blanket vending.

Paxton said if there are issues with people selling things after-hours, it is a separate issue from this. He does not feel this is an issue with food booths.

Stephanie was unclear how this would be enforced, and by whom.

Sue read the following from the 2019 craft guidelines: Before or after the 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.

Hilary takes our status as a craft-based event very seriously, and encouraged the Board to support Fair crafters. There should be no manufactured goods sold in booths.

Peaches said the crafter guidelines already don't permit manufactured items. She does not understand how this change will help prevent bootleg blanket sales.

George said there seems to be emphasis on manufactured goods, and not made by the person. Many things at Fair are manufactured, like posters and commemorative sale items. Most blanket vendors are selling their own stuff, and how important is it and how will it be enforced knowing some crafters may feel like they are losing revenue. There are many facets to this issue. It is good to have this conversation, but feels the proposed guideline change needs more work.

Jack said both Craft and Food Committees are wanting this to be passed. It does not have anything to do with blanket vendors. He sees the main issue as food booths selling T-shirts to promote their business. The criteria to be a Fair food booth is to sell food, and this is a way to hold food booths accountable to their contract with the Fair.

Sue said someone selling a handmade craft item in a craft booth after-hours only needs to have a wristband, and does not have to be a juried crafter.

Palmer said this change proposal does not specify T-shirts in the verbiage, and you could have food booths selling eight-track tapes.

Aaron said the bulk of people affected by this change were not aware of this until the FFN was released. She feels we can over legislate sometimes. She does not support the motion.

Stephanie said historically, the proposed guideline changes are published in the FFN one month before the Board votes on them, and there is opportunity for members to review them. Due to a tight production schedule with publication of the guidelines, if anything goes back to a committee for reconsideration, then it is not able to be proposed again until next year.

Palmer asked who will enforce this if it passes? That should be part of the consideration.

Jack does not see this as an enforcement issue. It's about being able to sell food at the Fair. If we don't pass this, what happens if a food booth starts selling something other than food and T-shirts.

Lily said this is supported by both Craft and Food Committees. We need to establish rules for food booths going into the event. She supports the motion, and feels it is supportive of our crafters.

Sandra said food booths are juried, so they also have a list of items they can sell. So, this is about enforcement. She does not think this change is needed, and expressed that stakeholders need more time in this process to have a say about proposed guideline changes and be able to give feedback.

Wally asked for clarification on what craft booths can sell after hours.

Sue said as a way to help support our volunteers who make things, they can sell their items after-hours in a craft booth as long as they have wristbands and have made arrangements with the crafter.

Peaches said she wants to trust this recommendation and work by the committees. In researching committee minutes, she had trouble finding communication about this issue. She believes the committees' concerns should be addressed, so she will support the motion.

Paxton thinks the current guidelines for after-hours sales items does not need to be changed. Given we no longer have the Barter Fair, he feels it is appropriate.

Lisa P. agrees with Paxton. She also sees a lot of mass-produced items that are not being sold at food booths. She would feel more comfortable if there was an exception for nonprofit booths.

**Motion failed: 6-4; Lisa P., Paxton, Aaron, and Sandra opposed.**

**Lily moved and Sue seconded to approve the proposed change to Guideline 69 regarding passes for booth and cart participants. (video 1:41:44)**

*Proposed revision: Only a booth representative or a delegate with a written authorization from the booth representative may order or purchase wristbands, worker day passes, or vehicle stickers. The craft booth representative must be an approved crafter with at least five years crafting at OCF (except in the case of registration-dedicated booths) and must have a booth wristband.*

COMMENTS: Diane said the Craft Committee does vet their work, regularly post their minutes, and has a craft policy summary on the .net site. The committee also publishes a letter that is included in booth registration packets every year, to keep crafters informed. She feels the Craft Committee members well represent the community of crafters at the Fair, work closely with Craft Inventory and Booth Registration, and have been very communicative about their work.

Thom said the work of both Craft and Food Committees is done by and for crafters and food booths. Guidelines and rules are not made for criminals or to police. They are made to give instruction and be consistent.

Jen-Lin agreed with Thom. She noted most of the Board members are not juried artisans, and encouraged the Board to listen to the recommendations by committees who are working hard to maintain integrity, and respect them. Every year we have guideline change proposals that are published the month prior for review, so this is not a sudden change to how guideline change proposals are processed.

Justin said these issues have been talked about for years, in terms of an understanding and alignment between food and craft booths. Being a booth rep is a big job with responsibility and preparation, which is why we onboard new booth reps to ensure there is an understanding of expectations.

Dean said as an active volunteer and committee member, he understands the ire he is hearing from the committee representatives. We are going through a process to clarify the work various committees do for the Board, and most of that work takes lots of hours. When a recommendation comes, it's not just being pulled out of a hat. Dean also commented that there seems to be a rush to approve guidelines changes for publication purposes, but there always seem to be revisions prior to the event.

Jon P. is glad to see movement toward giving rights to people who are not the booth representatives. This proposed guideline change makes sense to him, but he is glad Board members are asking questions about the process. He also likes the Committee Best Practices working on creating standards.

Ed feels there are serious problems with the structure of booth representatives who can arbitrarily kick out others who have been in their same booth for years. Our organization was built on handmade crafts, food and music, and we need to focus on those people, not something outside of it.

Lisa P. reviewed past Craft Committee minutes, and noticed the themes and discussions in past years were about the same things being brought up in the proposed Guideline changes. She feels people don't participate or engage until there something they don't agree with, and understands the proposed changes are not new ideas.

Peaches agreed this conversation about booth and cart participants has been going on for a long time. She relies on committees to advise the Board and to educate her about their work, and gave appreciation and thanks for their hard work. She asked for clarification about the requirements for years of experience for booth reps.

Justin confirmed five years of experience is needed to become a new booth rep, and currently two years of experience as a booth rep for consideration in a booth transfer process.

Lily likes the new verbiage of taking out the word vendor and replacing it with booth representative, as more respectful language.

Aaron has concerns with requiring at least five years of experience, and feels it makes it hard. She thinks it should be two years. This proposed change could inadvertently throw people out of their booth if there are unforeseen emergencies that arise. She would like a clause, for issues like medical emergencies.

Jack said the proposed change seems like a stop gap, and seems like an issue with people who have been in a booth allowed to come back. The real issue is when do we start deciding who, and when, the booth rep can restrict somebody from participating. This change is a response to the problem of people being displaced.

Sue said the Craft Committee proposed change, specific to Guideline 69, was also to include: **booth reps currently involved in making a booth rep change are encouraged to come to the Craft Committee for guidance. The intention is that any new booth rep in a booth transfer knows what is expected. Sue offered a friendly amendment.**

Lily thought instead of amending the motion, it would be better to include it in the booth packet information, and appreciated the clarification. **The motion was not amended.**

Sue said in order to get new permanent booth space, there is criteria of being an active crafter for five years. To be a food booth rep, it requires five years for a booth transfer and we want to do the same for crafters. It will result in better trained booth reps and better energy regarding the nuances of how the Fair works.

Paxton likes the verbiage change from vendor to booth. He does not think the five-year requirement is needed in this situation, and thinks it is overreaching. He is not in favor of the motion as written.

Palmer acknowledged the concerns of the committee members, and knows it is nice to have the Board appreciate the committee work and make it effective. He agreed with Ed that the booth rep system could use some changes and is outdated. He feels the committees know best, and a lot of time and research has gone into the proposed changes. There has got to be a way of coordinating the hundreds of booths and thousands of people. He is in favor of the proposed changes regarding booth participants and booth changes.

George said the idea is to create parity between food and craft booths, and thinks this is well thought through. He agrees it takes five years of experience to be effective as a booth representative. There is a process for people who have medical emergencies, and managing unexpected events. He supports the work of the committees and will vote in favor.

Lily clarified the criteria of five years of experience for Guideline 69 is as a crafter at Fair, but does not have to be in one specific booth for five years.

Sandra is very concerned about passing something that may have unintended consequences. She has received a lot of feedback that this requirement will impede the ability to transfer a booth to someone else. People are worried about losing their booths forever. It's a global problem we need to figure out. A shorter time requirement gives more flexibility, should something happen like illness. In addition to selling crafts, Fair is a community and a family and Sandra believes in preserving a place for Fair family. She is not clear about this proposed change.

Aaron feels we are comparing apples to oranges. She feels this policy is not about criteria for how long someone has to be a booth rep, and instead is about a booth rep delegating written authorization to someone else. **Aaron offered a friendly amendment to change the criteria from five to two years. The motion was not amended.**

Aaron also wants consideration for emergency situations for booth reps.

Sue noted Guideline 70 offers consideration for a booth rep to get a temporary replacement for unexpected circumstances. We are compassionate about helping make the booths operate when there are emergencies.

Jack asked if a crafter becomes an Elder, does that craft booth rep get to decide who replaces them in the booth? Diane said crafters must be juried in, and there is a booth transfer process.

Peaches clarified the proposed change affects new booth reps, and not those who have already invested at least two years but not a total of five as a crafter.

Sandra asked about families engaged in cooperatively producing their craft, knowing there is only one designated booth rep, and how they can change their booth rep designation.

Diane said if you are the only crafter in your booth and you decide to retire, then someone else has to be juried in. Even if it is a family member or a crafter who wants to change to another craft, they have to go through the jury process.

Sandra asked to clarify when there is a family or group with multiple people who make the craft, but there is only one of them who was considered the approved booth rep, then do the others still have to be juried in if the original booth rep steps down?

Justin said this is not a new idea, but there is a precedent and sometimes tough choices have to be made. If there are going to be co-crafters or a team of crafters, they still have to be juried in. The booth rep should be the primary artisan. While there are unexpected emergencies that are given kind consideration, booth reps should be planning their succession in advance.

Katy said a booth packet with details and information about booth succession is provided every year, so this is not a new concept.

Lisa P. wanted to refocus the discussion specific to Guideline 69. It's a verbiage change, and the actual rule is stated in Guideline 70. She would like the voted called so they can move onto the motion for Guideline 70.

Aaron agreed with Lisa P., and said Guidelines 69 and 70 are tied together.

**Motion passed: 7-3; Paxton, Aaron, and Sandra opposed.**

**Sue moved and George seconded to approve the proposed change to Guideline 70 regarding booth changes. (video 2:36:46)**

*Proposed revisions: Booth Sharing — Craft booths may share space with any active juried craftsperson. Booth representatives must notify Booth Registration as soon as possible to ensure that the added craftsperson gets credit for participating.*

*Displaced Active Crafter — If a crafter becomes displaced from a booth they have been sharing with a booth rep, the crafter should notify boothreg@oregoncountryfair.org. Booth Registration will add the crafter's name to the Wait/Share list and do its best to work with the displaced crafter to find them a booth to share. Booth Registration does not guarantee a booth for displaced crafters while seeking a sharing solution.*

*If a booth rep wishes to remove a crafter who has participated in the booth for two years or more, they must give the crafter a one-year written notice by July 1 so the displaced crafter can network at Fair for a new location for the following year.*

*New Booth Representatives — Booth representatives may request approval for a temporary, a one-year-only, or a new permanent booth representative. A new crafts booth representative must have been an approved craftsperson in that booth for five years, including the two previous consecutive Fairs. Booth Registration will approve these requests.*

Hilary said this is related to our growing pains, the difficulty with our system, and being hard to get a pass for those who want to be involved at the Fair. We know there are many juried-in artisans who don't get booth space.

Sam reflected on policy vs. operations. We've just had a long conversation about whether the booth rep should be two or five years, and spoke to some big policy questions. He said maybe this is an operational issue that should not be decided by the Board.

Katy said it is very disheartening when someone finds out they don't have a booth, and there is no process for appeals.

Jon S. said it is important to help displaced active crafters. He does not want to see the motion defeated because of disagreements about two or five years, and said it is important to fix the problem of displaced crafters.

Ed said trying to compare food and craft booths is apples to oranges. He does not agree with the criteria of five years for crafters.

Justin said we are short-changing our organization if we minimize the amount of understanding we are asking our volunteers for the safety of our event. We ask everybody to read the guidelines and related information. Some booth reps are responsible for many others, and it's important we have these guidelines for all that are impacted. We work really hard to place those who are on the wait/share list. This is a step to give rights to others in a booth, besides the booth rep. Booth registration works very hard to help when there are disputes, and to help displaced crafters.

Thom agreed with Justin, and begged the Board to listen to the committee's recommendations.

Aaron understands trying to be consistent, but is not convinced it takes five years to become a booth rep. She thinks it should be two years.

Peaches spoke to the bigger picture, relating to our growth and balancing long-term family and new opportunities. She understands a directive was previously given to the Craft Committee to bring in new artisans, and believes this relates to that. She thanked the committees for their work in bringing in new artisans, and honoring those who have unexpected changes due to death and unforeseen circumstances.

Palmer agreed with Thom, and said crafters are asking for this. Booth Registration bends over backwards for crafts people. In a lot of ways, the booth rep is a god to the others in the same booth, and the booth rep determines who participates. This is about giving rights to other booth members as we move forward, fixing our booth rep system. He encouraged the Board to vote in favor.

**Motion passed: 7-3; Paxton, Aaron, and Sandra opposed.**

Lily mentioned CDR (Center for Dialogue and Resolution) is excellent for inter-personal conflicts. She said the Fair Camping Mediation Team can be contacted for booth or location disputes during the event.

#### **President's Peace (*video 2:51:47*)**

Jack said we are moving forward with this issue of general discord regarding Fair family, new participants, and how we treat each other. Change is happening, and some big decisions will be made. Many say we are on an unsustainable growth trajectory. It's easy to protect one's own and status quo. Or, do we make efforts to maximize our site and internal capacities for the number of people it will take to settle this discussion. We have camping space, but booth space is tighter and bound by county regulations.

Personally, Jack has always been a proponent of growth, and in being creative so we grow to our fullest potential. He does not think we are there yet.

**Draft Agenda for March 2, 2020, Board Meeting  
7 pm, Northwest Youth Corps, Columbia Room**

Approve February 3, 2020, Board meeting minutes

Closed session recording and minutes — Aaron  
OCF Smoking Policy — Sue  
Safety requirements for OCF vehicles — George  
Restructuring Board giving and philanthropy — Lily  
OCF membership database — Aaron  
Canvas the membership regarding voting age — Aaron  
Appoint Britania Pousson-Nicastro to the Diversity Committee — Lisa P.  
Allow grievance item to proceed — Sue  
Membership and Board dialogue