

Board of Directors Meeting
June 7, 2021, 7 p.m.
Zoom remote online and live streamed on YouTube
YouTube recording link:

<https://www.youtube.com/watch?v=zIKUtxX7CXI>

(subject to approval by the Board at the June 27, 2021, meeting)

Board Directors present: Anthony “AJ” Jackson (VP of Membership Engagement and Services), Colleen Bauman (President), Cynthia “Peaches” Peachey, George Braddock, Lily Harmon-Gross, (First VP, alternate), Lisa Cooley, Palmer Parker (alternate), Paxton Hoag, Sam Rutledge, Sandra Bauer, Spirit Leatherwood and Sue Theolass. **Other Board Officers present:** Heidi Doscher (Membership Secretary), Kimberly “Kimmo” Howard (Recording Secretary), Lisa Parker (VP of Bylaw and Policy Compliance), Hilary Anthony and Lynda Gingerich (Co-Treasurers). **Staff present:** Crystalyn Frank, Liz Field, and Shane Harvey.

Announcements (YouTube video 12:30)

Colleen announced that members may speak 1.5 minutes during member comments on any topic, and may choose to speak again on one additional agenda item during the meeting. As time allows, members may speak again during the meeting evaluation.

AJ said the youth vision project is up and going. Feedback from Fair youth will be shared in the next Fair Family News. Spread the word and encourage youth 20 years and younger to send feedback via email to: youthvision2021@oregoncountryfair.org.

Palmer announced Midge Campbell, 4A (Alter-abled) Coordinator, passed away.

Minutes Review (YouTube video 15:00)

Colleen asked if there were any objections to approving the May 3, 2021, Board meeting minutes.

Sue said she would abstain, as she left the meeting early.

There were no objections, so approved by the Board.

Agenda Review, Amend, Approve (YouTube video 15:50)

Colleen asked if there were any objections to approving the agenda.

Peaches added a New Business item to the agenda:

BUM proposal for potential fall fundraiser event

Lily read the motion for the New Business item regarding winery Property priorities and next steps:

The Board moves to direct the Fixed Assets Committee, working closely with the Site Manager, and other relevant stakeholders, to explore options and formulate recommendations on the best uses of the most recent property acquired, formerly known as Secret House, and referred to on OCF maps as Outer Limits. The FAC will report back to the Board at the September Board meeting.

Lily added a New Business item to the agenda:

The Board moves to codify the new Grievance Process as policy, and to adopt this new method as written by the FairCARE work group. This policy will be reviewed and revised at least biennially by the Executive Director and the Grievance Administrator, in concert with the FairCARE work group, with the next revision to occur no later than September 2023.

Lily said stakeholders will be invited to a session on Thursday, June 24, where the Board and management team will be able to provide feedback to questions. The information will be available to membership on the oregoncountryfair.net site: under General Info, Board of Directors, Board of Directors Working Documents, DRAFT Grievance Process, 2021.

Questions can be emailed to: FairCARE@oregoncountryfair.org, or lilyclearwater@gmail.com. Also, FairCARE is seeking new members. Please see the June issue of FFN for more information.

Sam tabled the Diversity agenda items:

1. Approve Asian American and Pacific Islander Solidarity Statement
2. Donate to Lane East Asian Network

Member Comments (*YouTube video 23:26*)

Craig supports the motion regarding closed sessions in the Bylaws, expressed it is best practice for nonprofit organizations.

He also is in favor of three-year Board terms, and recommends at-large Board members elected for their expertise.

Craig encouraged the Board to authorize the Fixed Assets Committee to sell the wine-making equipment on the Outer Limits property.

Lucy expressed disappointment and concern about the Fundraising Committee efforts.

She is saddened by membership input constrictions at Board meetings. Lucy said it is a community meeting, and feels like there are a lot of rumors and misinformation.

FireDIC said he understand the desire to get things done, balanced with a reasonable amount of deliberation but feels there is a trend to do business with less member input behind closed doors. If we are truly an intentional community and family, then limiting member input is antithesis of our purpose.

Jon Steinhart feels it is the responsibility of the Board liaisons to keep the Diversity Committee on task. When a committee or employee makes a report to the Board, the Board

should make sure they are on task. In not doing so, there is an unhealthy environment where it is about personality instead of the work.

He expressed he did not like some Board member's comments regarding alcohol sales, and supporting the work of the staff. The Fair does not exist to support staff. Our staff is well-compensated to support the Fair.

Jon Steinhart hopes the Board will be more responsive to his emails, and that the Board will stop blaming membership for raising issues he feels should be responded to.

Spirit said she has received membership feedback about music on site, and wanted to acknowledge that management is looking at options.

Staff Report (YouTube video 31:00)

Interim Executive Director's Report from Liz:

During May, the Executive Director search process moved forward according to plan. The application phase closed, the Search Committee began interviews and anticipates that it will come to the Board later this month with a recommendation.

On the staff front, planning continues for 2021 events and work on the site is ramping up, all with the support of fabulous volunteers.

Operations and Events:

Fair in the Clouds: A Virtual Event planning and development continues. Crystalyn will give an update on that.

The fourth 2021 Operations Open House for members was held on May 23, and turnout was very light. Staff intends to publicize the upcoming Open Houses and reassess, as time goes on, whether or not to continue these. Looking ahead, Open Houses will be held on the fourth Sunday of each month, from 5-6 p.m., unless otherwise noted.

Culture Jam 2021 planning is moving forward smoothly. The date has been set for August 14, and Culture Jam staff are beginning to develop plans for the day's activities.

Regarding the 2021 Fall Harvest Event and Alternatives, the Board passed a motion in March: *to direct staff and management to explore planning and executing of a fall harvest celebration, possibly to include a haunted house woods or other outdoor activities at the winery property with public health and safety as a paramount concern. This may be a multiple-year project if public health remains a concern.*

The plan was to use the Special Use Permit (SUP) associated with the property, and hold the festival over multiple weekends. In May, the Board decided against the associated sale of bottled wine. As the event would not support the SUP, it could only be for one day. The Management Team considered this among other factors that included: weather uncertainty in October and the potential for a muddy event venue; doubts about whether the Winery or Outer Limits property would have the same attendance draw as the "traditional" site; the considerable investment in time needed to develop a completely new event on site (at a time when staff should begin setting sights on Fair 2022); and limited expectations for a revenue payoff from this one-day, on-site, family-oriented event.

In light of these considerations, the Management Team believes that we should not move forward with the Harvest Festival at the Outer Limits property. The Management Team has begun to explore expanding upon the well-established KOCF Halloween Hullabaloo in Eugene, as well as another possible event on the traditional property, both of which would be volunteer-driven and have revenue-generation objectives. The Management Team would like to return to the Board following further concept development and an associated budget proposal.

Site and Facilities Management:

OCF's insurance broker sent us the property insurance policy renewal, just prior to our policy's expiration. The broker had had a tough time finding coverage, due to the fire hazard in our area. The policy's annual premium has increased from approximately \$5,650 to \$11,000, almost doubling. This underlines the fire hazards and importance of redoubling efforts to remain vigilant to this risk.

The bulk of OCF's annual wildflower bloom on site is over, but the excellent weather still provides a great opportunity for visitors to enjoy the site. OCF protocols on site remain in accordance with CDC and OHA guidance, as posted on our signage and the .net site. Please note that the site will be closed from July 4-12.

Arborists came out in early May to help remove two grand firs that were killed by beetles, and were located near several structures. All went smoothly and samples have been sent off to identify the type of beetle in order to devise a plan to protect the remaining grand firs in the area. Special thanks to volunteers Kevin Hilary, Tom Ford, and Jason Warren for their efforts on this front!

For those who would like to volunteer with this effort or others, please visit the .net site to sign up for work parties. This is a great opportunity to get out on the land, support the Fair, and help us prepare for the next big event.

Senate Bill 405 has been signed by Oregon's Governor. This legislation benefits OCF and many other Non-Conforming Use (NCU) determinations across Oregon. Our thanks, once again, to Floyd Prozanski, Thom Lanfere, Michael Gelardi, and Shane for their contributions to this important effort.

Proposed Payroll Adjustment:

In May the Board received a proposal, which will be considered this month, to increase the staff payroll budget by \$58,000. The original 2021 payroll budget had hour reductions and some pay cuts. This adjustment would give the Executive Director the opportunity to reconsider and modify those, providing needed flexibility to increase staff hours to meet work demands.

The 2021 budget was developed in 2020 with payroll-related cuts to help offset the significant reduction in revenue due to the pandemic in 2020 and anticipated in 2021. The initial 2021-adopted budget included approximately \$405,000 in payroll (a decrease of close to 20 percent from the 2020 actual). The budget was developed before the federal aid programs for 2021 were announced. These include funding to support payroll and operations.

OCF originally budgeted the use of current-year earnings and reserve funds to cover the entire 2021 payroll. The proposed increase, and previous adjustments, would put 2021 payroll at about \$470,000; revenue from the Federal Programs are estimated to bring in approximately \$265,000 (roughly \$100k from the PPP2 and \$165K from the ERC); this will vary depending on

how much payroll we have. As a result, with the proposed adjustment, OCF would be funding close to \$200,000 of payroll from current revenue and reserves (as opposed to more than \$400,000, as initially anticipated).

AJ asked for clarity on the reason to not move forward with the Harvest Festival at the Outer Limits property. Liz explained that moving from the initially envisioned multi-week event with alcohol sales to a one-time event in October would require considerable effort, with risks of poor weather and limited revenue. Crystalyn noted the alcohol option met the SUP agritourism guideline for the property.

AJ feels a one-day event is better than no event. Liz said the management team is exploring another option for an event on the traditional property, and/or in Eugene for the Hullabaloo, and revenue generation objectives remain.

Fair in the Clouds: A Virtual Event — Report from Crystalyn:

Last year in a matter of two months, volunteers helped create the first Fair virtual event. It seemed impossible, but it was hugely successful with international media attention. The volunteers helping knew it was something we would continue to use in the future after the pandemic.

In 2021, the virtual steering group has been meeting weekly. Thanks to Kirk Schulz in this effort. Sean Cummins is working on the Peach Stream content, and has received more than 100 entertainment applications.

Brooks is working on workshops and educational content. He, along with Briannia and Iana, are organizing DEI and BlackLivesMatter topics. Community Village folks are helping to create a virtual Village for Saturday activities. Andy Goldfinger is working on a virtual Horse Corral that will be live streamed from a local location. BonBon and other volunteers are making a new peach gate, which will serve as the landing page for online participants to easily navigate around the virtual opportunities.

Rosanna is working on an updated interactive map. Paxton has been an enormous help with video content and participating in the steering group. It is incredible that he has been to every in-person event, and also has participated with these two virtual fairs.

Diane McWhorter helps contribute her juried crafter experience to the steering group. We have more volunteers ready to help booths get up online. There will be a digital Peach Pit, and thanks to norma for her help. We have many more volunteers and staff helping.

With the help of more amazing volunteers, the Fair in the Clouds: A Virtual Event poster will soon be unveiled. New merchandise items will be coming too!

We are working on underwriting for the virtual Fair, and are attentive to the concerns of corporate-like sponsorship tactics. We are ensuring that the donations received do not influence the content.

Volunteers are still needed! To help the virtual event be a success, we need your help. Please visit the .net site for opportunities to engage such as live stream production, website development, matrix booth help, digital and other graphics, promotion, and underwriting.

Bring your fantastic ideas and let us know how you can participate and share your part in the making of this magical event!

Treasurer Report and Budget Items (YouTube video 1:01:30)

Lynda said the Budget Committee met with the Fixed Assets Committee to learn more about each other. Over the next few months, the Budget Committee will be working on proposed changes to the operational budget process. With the amount of growth we have had, our existing formulas are not sustaining us. The committee will also be brainstorming on how we can find better ways for the committee and organization to work together. We will continue budget work, and will meet online the third Wednesday each month at 6 p.m.

Lily moved and Paxton seconded to approve an adjustment for payroll, adding \$58,000 to the 2021 OCF budget.

Colleen offered member and Board input, and asked if there were any objections to the motion. Spirit abstained. There were no objections.

Motion passed: 9-0-1; Spirit abstained.

Hilary thanked the Budget Committee. We have a big challenge to figure out how to support the organization in flexing, and the time and energy is appreciated.

Committee and Working Group Reports (YouTube video 1:06:45)

Committees and work groups are asked to email their minutes or reports to the Fair staff 10 days prior to the Board meetings for inclusion in Board packets and posting on the oregoncountryfair.net site.

Brief summaries are requested when a committee or work group wants to make a verbal report at Board meetings.

Food Committee report: A Food Booth Town Hall was held June 9. We received updates from Veggies on the Run and Lane County Health, Site Report from Shane, info on how to participate in the Virtual Fair, a discussion on booth recycling challenges, and a DEI update. We had a Q & A session about the 2022 Fair and a discussion on future workshop presentations.

Craft Committee report: A Crafter Town Hall was held June 13. We had a Site Report, an update on the Artisans Directory, and an update on Fair in the Clouds. We reported on our activities over the last year and have discussions on the Booth Representative description, and Crafters' Rights and Responsibilities.

LUMP report: Shane gave us updates about removal of some beetle-infested firs and monitoring for other infestations. Dennis suggested we sterilize pulled geraniums in black plastic bags in the sun and compost them rather than sending them to the landfill.

We discussed the Board decision not to research selling shiners. We want to support local agriculture with alternative events and reduce parking during the Fair.

We approved the final application for Green Zone designation, and started planning to distribute and publicize it.

Check the .net site for future LUMP Committee meetings.

Path Planning Committee report: Path Planning met in May to discuss long-term planning using projected growth metrics. Guests were in attendance from Parking Crew and the discussion focused on potential parking expansion.

Progress is continuous with mapping and hand sanitizer stations.

Path Planning will take off June and July to resume August 15.

KOCF report:

Engineering: Our construction permit for the new tower has been officially closed out, and as of today, June 7, we have officially been granted our License to Cover, which just means that the FCC has accepted that we built a new tower, and has granted our license to broadcast from that new tower. It may seem a small thing, but without it we would not have a radio station, so I want to thank Dean Middleton, Station Engineer, for managing this process from start to finish.

The FCC is considering a proposal that would increase wattage for many LPFM radio stations from 100 to 250 watts. To comment in support, go to the FCC's Electronic Comment Filing System (ECFS) at <https://fcc.gov/ecfs/>:

At the top menu, click the link that reads "Submit a FILING."

Fill in the "PROCEEDINGS" field with RM-11909.

Fill in your name, address, and email address, it is mainly self-explanatory.

Programming: New programs this month include a new Jazz Cafe host, three new eclectic hosts, and new Celtic Hour host.

The second pledge drive of 2021 is coming up and will be held July 23 to August 1.

Events: KOCF will be doing a live remote from 4-6 p.m. on Saturday, June 26, at the Elmira Grange Block Party. Should be fun with food, bands, and vendors. See you there!

Diversity Committee report: The work with the consultants is continuing. We are planning a Board Working Assembly in September to review the consultants' recommendations.

For the virtual fair, the committee is working on a panel discussion where questions for the committee can be addressed. Send your questions to diversity@oregoncountryfair.org.

Elders Committee: As the Board Liaison, Spirit wanted to acknowledge the wisdom and guidance that comes from the Elders. AnnMarie has been working on a new Elder's website that is phenomenal. Stay tuned to the .net site for more information. Folks can email ocfelderwebsite@gmail.com to share pictures, and you can receive updated information on job descriptions.

Spirit wanted to point out that the Elders Committee meetings are at the end of month, so the feedback they give to their Board liaison is close in time to the next Board meeting. Her

concern is that it does not allow sufficient time for the Board members to review feedback from the committee when voting on issues.

AJ expressed thanks to the Elders Committee for supporting him as a new Board member, and said there are some amazing people who have been with the Fair for a long time.

Bylaws Committee Report: The committee is continuing the comprehensive Bylaws review work, and focusing on the New Business agenda topic of Board terms, composition, and limits. Because we are waiting for attorney review, the New Business item on the agenda will remain as New Business at the June 27, 2021, Board meeting. Committee meeting minutes are available on the .net site.

Old Business (*Zoom video 1:17:06*)

Paxton moved and Peaches seconded to amend Article V and Article VIII of the Oregon Country Fair Bylaws to allow the Board to vote in closed sessions on matters pertaining to personnel, real estate, or legal matters, as published on the oregoncountryfair.net website.

Paxton said this motion is recommended by nonprofit consultants and recent consultation by one of our Fair attorneys.

In response to concerns the committee received, Lisa Parker shared a timeline of the work on the motion and summarized: This motion has been in process for 83 days, just one day short of 12 weeks. All 2021 Bylaws Committee meetings have been posted on the .net site, and all meeting minutes at which this proposal was discussed are up to date on the .net site. Notification to the Board of Directors occurred 66 days ago. Notification to the membership via the April 5, 2021, Board of Directors meeting occurred 63 days ago.

Aaron said taking votes in a closed session is a major step for our organization, and does not believe the ramifications of option A were examined enough. Members should know how each Board member votes, and should be able to ask questions about what the Board is voting on. This will cause distrust and accusations of secrecy.

Jon P. said there is concern in the community about option A, and thinks it could cause the annual meeting to be a closed meeting. He thinks it would mean that members would only be able to attend monthly meetings and not special meetings. Jon P. is in favor of option B, and would prefer a work assembly where it can be reviewed line by line.

Heather also prefers option B. She said real estate is not the same as land use, and questioned what is considered sensitive information about real estate.

FireDIC likes option B, and is concerned about other implications in the motion. He believes an attorney will always say "no and everything is risky and dangerous," and suggested questions to the attorney should be reworded. He questions the legal obligation basis.

Jon Silvermoon said Bylaws are an organization's core governing document and reflect its core principles and values. As such, they should only be changed for a compelling reason and I do not see one for the proposed changes being considered by the Board tonight. Current practice permits the Board to discuss sensitive or confidential issues in closed session with a formal vote taking place in an open meeting. When necessary, that formal vote has been on

carefully crafted motions preserving confidentiality with a subsequent explanation at the time confidentiality was no longer needed. What is the problem or issue that the proposed bylaw amendments address?

Jon Silvermoon continued, under both bylaw amendments as currently worded, there is no requirement that the membership ever be informed of the subject matter of closed session motions or how individual Board members voted on closed session motions. Indeed, reference to recording and distribution of closed session minutes will be removed from the Bylaws under option A. There is no transparency here nor is there accountability of Board members to the general membership. I urge you to reject both proposed bylaw amendment options.

Paxton said sensitive real estate matters include the price we negotiate for a property, and supports other legal matters with individuals should be kept confidential. If something is confidential, then those details should not be shared with all of membership.

Sam thanked those who astutely brought up the rights of membership in the Bylaws, but thinks option A does not conflict with the rights of membership articles. Within the bounds of confidentiality and discussion details, members will still be informed of decisions made.

Palmer said some of the past Bylaws Committee meetings were hosted at the home of attorney Russel Pope. While our current attorney does not have the Fair history that Russell did, we have a 50-year history of making personnel, legal and real estate decisions discreetly. While Palmer has reservations and concerns about votes in closed sessions, he understands the need to keep personnel matters out of the public forum. As a governance Board, personnel issues will be the responsibility of the Executive Director.

Spirit said she was on the fence about voting on personnel matters in closed meetings. The Board already discusses personnel, legal, and real estate matters.

Sandra does not have any objections to option A, saying it is professional, best practice, and the right thing to do. She encouraged a reporting function for providing relevant information to members.

AJ expressed he initially had reservations, and researched similar organization practices. Not only did we get advice from our lawyer, but we also have people on this committee that genuinely believes in transparency. AJ hears the concerns from membership about issue of trust, but also knows it is widely understood the Board already discusses personnel, legal, and real estate matters.

Sue agreed with Sandra and AJ, and said it is the proper thing to do.

Lisa Cooley said she was also on the fence like Spirit, but after considering the risks she believes it is more professional and best practice with matters that should not be made public.

Spirit thanked the Bylaws Committee and Board for their work with the process of the motion. She is not questioning anyone's intention, but thinks there are conflicting interpretations of what confidential means. Spirit sees the benefit of a closed vote on personnel issues only, and did not expect the more comprehensive option A. She expressed concern with the updated verbiage about annual board meetings, and the removal of "the organization for the production of the current year's annual outdoor fair, as well as any other activities." Spirit wants to ensure the rights of membership "to be informed on Board actions and corporate operations" is not taken away.

Peaches noted the Bylaws do indicate the membership is entitled to be informed, and the current motion would not change that.

Sam clarified the annual meeting in the motion is referring to the Annual Board Meeting (beginning of November), not the Annual Membership Meeting (mid-October). Sam is concerned about discussing confidential details in closed sessions, and then trying to craft a motion which does not contain those details. A confidential matter voted on in an open meeting, where specific details cannot be disclosed, may not be binding. It does not seem to be a good decision to allow members, who may not have all facts, to speak in open meetings on matters that are classified for legal reasons as confidential. Sam supports the motion with option A.

Spirit thanked Sam for the annual meeting clarification, and said her difference of opinion about the motion was not meant as disrespect. While there may have been votes in previous closed sessions, she thinks it is dicey and sometimes not fair. Spirit reiterated she would support voting in closed sessions on personnel only. She does not expect the proposed motion to stop members from speaking and commenting at open meetings, and agreed with Jon Silvermoon when he questioned what problem or issue the proposed bylaw amendments were addressing. Spirit thinks the motion needs more work in order for she and membership to feel comfortable.

Lisa Parker said the verbiage about the annual meeting was not new, and was moved from a different section already in the Bylaws. The only difference was the word Board was added to clarify the difference of Board or membership annual meeting.

AJ said it is important to understand what risks we take in voting on legal issues in a public meeting, and maintain responsibility to the organization. For example, we know the price negotiations for real estate should be confidential.

Lisa Cooley asked to hear Aaron's comments again, and suggested it might help to offer a friendly amendment to address membership concerns.

Paxton said there are legal issues that do not ever get discussed at open meetings; for example, lawsuits due to injury or someone being outed from the event. It is important to clarify legal matters in this amendment to the Bylaws.

Spirit said when a vote comes to the Board in an open meeting, the details are not always discussed, but it is done for transparency. A friendly amendment might include notifying membership, and expanding on what we currently have. Members should be notified in a specific timeframe for votes taken by the Board in closed sessions.

Motion passed: 9-1; Spirit opposed.

Meeting Evaluation (Zoom video 2:05:50)

Mark suggested that when Board members speak, they prepare ahead of time to unmute themselves. For those not speaking, mute yourselves to keep the background noise off the audio.

Jon P. suggested the exact wording of the proposed Bylaws changes should have been read again before the vote. He thinks the verbiage goes beyond personnel, legal, and real estate matters.

Spirit thanked Colleen for running an excellent meeting. She also thanked membership for respectfully expressing themselves. In her own self-review, Spirit apologized for not asking for a friendly amendment.

Peaches thanked everyone for the robust and respectful conversation. She thanked Lisa Parker for her explanation of the timeline background on the work done and feedback received for the Bylaws motion. While we have online meeting fatigue, it is important we stay engaged at the committee meeting level and provide our input and feedback during the work process. There are ways for members to plug in beyond the monthly Board meeting.

Sam gave thanks for a great meeting, and getting business done in a timely manner by being respectful, calm, and being able to talk through disagreements.

Paxton thanked Colleen for keeping the meeting on track and moving forward. He looks forward to when we get back to in-person meetings.

Crystalyne gave thanks to our volunteers, including Board members, for participating and ensuring we continue to build connections as we emerge from the past year of isolation. She is grateful to be part of the efforts of the Fair community and expressed how valuable it is.

Shane said while some are saying there is no event, we are having a virtual event that people have been working on all year. We need to promote it as much as we can.

President's Peace (Zoom video 2:15:28)

Colleen invited Lisa Parker, VP of Bylaw and Policy Compliance, to end the meeting.

Lisa Parker: Usually, this time of year, we would be gathering on the Fair site to prepare the space for our essential event. This is the second year we have not been able to create our intentional community that I think of as Pre-Fair. It feels like so long ago that we celebrated our 50th anniversary event, blissfully unaware of what was to come. One of the things I get to do at Pre-Fair is to give you a tetanus shot when your foot is punctured by an old nail, if something hot burns you in the kitchen, or any number of calamities that sometimes happen in service to the Fair.

For the second year in a row, I will not be able to give any tetanus vaccines at Pre-Fair. But, for the first time in my life I have had the incredible honor and privilege to have vaccinated many of you, either literally or by association, against a deadly virus in the midst of a global pandemic. That has filled my heart immeasurably, and has been an incredible gift. Thank you, and I look forward to one more Fair In the Clouds.

The next scheduled online Board Meeting is June 27, 2021, at 3 p.m., with agenda items to include:

Diversity Committee Statement and Donation Request
New Business
Winery Property Priorities and Next Steps
Board terms / composition / limits and proposed Bylaws amendments
BUM proposal for potential fall fundraiser event
Codify the new Grievance Process as policy, proposed by FairCARE